

MINUTES
REGULAR BOARD MEETING
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, November 17, 2011, in the Board Room, Room A217, in Building A on the Campus. In Chair Miller's absence, Vice Chair Adams called the meeting to order at 7:05 p.m. When Secretary Walters called the roll, the following were present:

Ms. Kisser
Ms. Larson
Mr. Parrish
Ms. Liddell
Mr. Morrobel
Mr. Adams
Ms. Walters

Ms. Miller was absent. Attorneys Daniel Curran and Nanci Rogers were present as legal counsel.

COLLEGE MISSION STATEMENT

Student Trustee Morrobel read the Mission Statement.

ACCEPTANCE OF AGENDA

Item G. 3., Appointment of Replacement Illinois Small Business Development Center Specialist, Board Report #11-255, was removed from the agenda. The agenda was accepted as amended.

ACCEPTANCE OF MINUTES

The minutes of the Budget Hearing, September 22, 2011 and the Regular Board Meeting, October 27, 2011 were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Katrine Poe, Instructor of English, distributed to the Board copies of a source evaluation rubric. She stated her opinion that the Student Affairs Reorganization was developed using research that does not meet the standards of this rubric. Ms. Poe stated that her students had no knowledge of the reorganization. She asked that the Board consider these points.

Johanna Klay spoke about student representation. She attended the forum and asked how the reorganization would benefit students. She stated that the help received from the Sage Learning Center in

math and writing is one reason she achieved a 3.5 GPA. She expressed her wish that those who come after her will receive the same opportunities at McHenry County College that she has had.

Marie Day, Coordinator of Adult Education and Literacy Support Services, expressed her concerns regarding tutoring and mathematics. She noted that high school dropouts who return to school for the GED need to take remedial math courses. She added that math courses are the most difficult for students and many feel that without math tutors they will drop out and not graduate. Ms. Day hopes that the reorganization does not cut down tutoring hours, as students need support services to continue.

BOARD COMMITTEE REPORTS

Finance and Negotiations Committee

Mr. Adams reported on the November 10, 2011 Finance and Negotiations Committee meeting, where issues discussed included the internal audit office and financial implications of the student affairs reorganization. Mr. Adams was assured that tutoring hours in the Sage Learning Center would not be cut.

ICCTA REPORT

Ms. Liddell was unable to attend the November ICCTA meeting. She called the regional chair and plans to take an active role in this group. Ms. Kissler offered to attend meetings if Ms. Liddell could not attend. Ms. Liddell spoke about legislative items on which ICCTA is aggressively working; she will pass along information on this and upcoming ICCTA events.

FRIENDS OF MCC FOUNDATION REPORT

Mr. Parrish spoke about progress which is underway on a realignment or refocus of the strategic thrust of the Foundation toward specific fundraising. He announced that the Foundation golf invitational is now set for June 8, 2012. Mr. Brennan added that fundraising will begin to raise funds for equipment for the culinary management program, and noted that the Foundation Executive Board agreed to give \$15,000.00 to augment the nursing assistant program's Health Professions Opportunity Grant. Mr. Adams praised the culinary department's work at the recent "Taste of McHenry" event, and Mr. Brennan noted that four students received job offers from restaurants at the event.

PRESIDENT'S REPORT

Dr. Smith followed up on a question from the last Board meeting. The ACCT Legislative Summit in February, 2012 is held the same week as the Board Committee meetings. After brief discussion it was agreed that one Committee of the Whole meeting would be held on Monday, February 20, 2012 at 6:30 p.m. to take care of all three committee agendas.

Dr. Smith spoke about several items on the consent agenda which are highlighted in the President's Report. She noted that 39% of the cost of the DCEO Lighting is being paid for by a grant from the State of Illinois, adding that another grant will be pursued for lighting in the Building B remodeling project. Also on the consent agenda are requests for the Board to approve two new degrees in robotics and graphic arts, and five certificate programs. All are in the Career and Technical Education area, providing technical education needed in the county.

Dr. Smith noted that MCC recently hosted the Skyway Jazz Festival, at which two students received music awards. At the Taste of McHenry event, four students were hired by restaurants. She noted also that over 1,000 people attended this year's MCC Night to learn about the College, and 300 applications were submitted.

PRESENTATION

Building B Renovation Schedule/Phasing, RuckPate Architecture and Pepper Construction

Mr. Steve Pate and Mr. Bill Bennett provided an update on the Building B renovation project. Meetings have been held with the core team to discuss phasing of the projects and come up with a plan that all agreed was the best approach. Through discussion, the team came up with a way to accomplish the project more quickly and efficiently, during the "best economic time." Beginning May 14, 2012, areas from the A building corridor to C building will be shut down and work will begin. Entry and exit points will be designated, and alternate arrangements will be made for food service, complying with health department regulations. The schedule created takes into account events to be held in the Conference Center; construction will be finished in time for larger events that are scheduled to be held. Mr. Pate will present at the December Board meeting information about the next phase of renovation.

COMMUNICATIONS

A. Student Trustee Report

Mr. Morrobel spoke about several student events held in November: the celebration of El Dia de los Muertos was held on November 1st and 2nd, a collaboration between two clubs: Latinos Unidos and Club Concordia. Mr. Morrobel also reported that the seventh annual MCC night was held on November 9th. to showcase the College to future students and the community.

B. Faculty Report

Dr. Grela welcomed new faculty member Ms. Barb Schieler to the Nursing department. She then expressed faculty reservations about the proposed administrative pay raise. Dr. Grela ended her report by speaking about multisource evaluation for MCC administrators.

C. Adjunct Faculty Report

Mr. Peter Ponzio acknowledged that adjunct philosophy faculty members, Ms. Sarah Elmer and Mr. William Behun, were published at this year's Annual Meeting of the Semiotic Society of America. He announced that Ms. Mary Beth Linse has resigned as president of the Adjunct Faculty Association and acknowledged her service and dedication. Mr. Ponzio will be ratified as Adjunct Faculty Association president. He stated that all three union bodies request further dialog on issues of administrative compensation and evaluation.

D. Staff Council Report

Mr. Scott Waltmire presented the Staff Council report. He thanked the Board for tabling the vote to approve the Student Affairs reorganization last month and expressed concerns about questions about the reorganization that have not been answered. He stated that the Staff Council questions the proposed administrative pay raises and stands with the faculty in support of the use of multisource evaluations. He spoke about the recent staff art show and noted that the Staff Council will be holding a silent auction to raise scholarship funds.

E. Attorney Report

Mr. Curran reported that the bankruptcy court granted release of the automatic stay on October 21, and that a condemnation complaint has been filed in McHenry County circuit court. He outlined steps in the procedure to be followed and noted that this issue is moving forward.

APPROVAL OF CONSENT AGENDA

Ms. Larson moved to approve the Consent Agenda minus items G.5., Compensation Adjustment for Administrative Personnel for FY 2012, Board Report #11-268 and G.6., Compensation Adjustment for Confidential and Security Personnel for FY 2012, Board Report #11-269. Ms. Liddell seconded the motion. There was no discussion. The roll was called and all present were in favor; the motion carried.

For Approval

A. Financial Statements

1. Treasurer's Report, Board Report #11-257
2. Ratification of Payment for Voucher #1038 - \$2,126,338.47, Board Report #11-258

B. Requests to Purchase

1. Desktop Virtualization Project Equipment, Board Report #11-259
2. DCEO Light Retrofit, Board Report #11-260
3. Procurement Services Program for Food Services, Board Report #11-261

C. Associate of Applied Science Degree and Certificate in Robotic Systems Engineering Technology, Board Report #11-262

D. Associate of Applied Science Degree and Certificates in Graphic Arts, Board Report #11-263

E. Medical Billing and Coding Certificate Program, Board Report #11-264

F. Resolution for Estimated Tax Levy and Notice of Public Hearing, Board Report #11-265

G. Personnel

1. Personnel Adjustments for Fall 2010 Transfer and Occupational, Board Report #10-174, Addendum
2. Continuing and Professional Education Personnel Considerations for Fall 2011, Board Report #11-162, Addendum
3. Appointment of Replacement Illinois Small Business Development Center Specialist, Board Report #11-266
4. Request for Retirement, Board Report #11-267
5. Compensation Adjustment for Administrative Personnel for FY 2012, Board Report #11-268
6. Compensation Adjustment for Confidential and Security Personnel for FY2012, Board Report #11-269
7. Salary/Advanced Placement Adjustment, Board Report #11-270

ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA

Mr. Adams initiated discussion on item G. 5, Compensation for Administrative Personnel for FY 2012 and asked what the figure for administrative raises was last year. Dr. Smith noted that administrators received 2.5% last year, 1.1% the previous year with no adjustments to the ranges, and 1.1% the year

before that with no additions to the ranges. She noted that Staff Council employees received a 5.5% increase each year for the past five years. She noted also that using the low figure, faculty received 5.18% per year for the last five years. Ms. Larson noted that administrators and faculty pay 25% of the insurance premium cost. Dr. Smith stated that only those individuals hired before July 1, 2011 will receive the increase. Mr. Adams stated that the Finance and Negotiations Committee discussed what the sectors received and looked at what the market dictated to retain competent employees. Ms. Kisser asked how the Committee considered the possibility of an employee getting a promotion within this period and then getting a raise on the promotion; Dr. Smith replied that the reorganization takes effect July 1, 2012; the new job won't get this salary increase. During discussion it was noted that 81% of the administrators will receive a 3% raise and 19% would not receive a raise.

Ms. Walters moved to approve items G.5., Compensation Adjustment for Administrative Personnel for FY 2012, Board Report #11-268, and G.6., Compensation Adjustment for Confidential and Security Personnel for FY2012, Board Report #11-269; Ms. Liddell seconded the motion. During discussion Mr. Parrish asked for the average percentage for the entire group; Ms. Kisser calculated the average as 2.43%. The roll was called and all were in favor; the motion carried.

DISCUSSION OF TOPICS AND DATE FOR BOARD RETREAT

Dr. Smith announced that it is time to plan the Board retreat. Discussion followed and it was agreed that the retreat would be held in March. Topics will be determined at a future meeting.

INFORMATION REPORTS

- A. Resignation
- B. ERP Report
- C. MCC Branding Update
- D. Distributed Press Releases and MCC Press Clippings

SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Larson would like to see some presentations on evaluations. Dr. Smith noted that the AQIP team looking at evaluation could present at the next meeting. Dr. Smith noted that at the December or January

meeting, presentations will be made by Wight & Company on the Facility Master Plan and by RuckPate Architecture and Pepper Construction on the Building B renovation.

Ms. Kisser stated that in asking questions about the Student Affairs reorganization, she has been assured that the number of tutoring hours will not be cut. She assumes that this will be carefully monitored. Mr. Adams complimented the recent Veterans Day program and the latest Black Box theatre production.

FUTURE AGENDA ITEMS

Future agenda items include presentations on evaluations, as well as presentations by Wight & Company, RuckPate Architecture and Pepper Construction.

CLOSED SESSION

At 8:38 p.m. Ms. Walters moved to go into Closed Session to discuss matters covered under the Illinois Open Meetings Act, Exception #1, *The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee to determine its validity*, and Ms. Larson seconded the motion. There was no discussion. The roll was called and all present were in favor; the motion carried. A short break was called after which the meeting will reconvene in Closed Session.

At 10:02 p.m., Ms. Kisser moved to come out of Closed Session and Ms. Walters seconded the motion. There was no discussion. A voice vote was taken and all were in favor; the motion carried. Closed Session ended at 10:03 p.m.

ADJOURNMENT

Hearing no further business, Chair Adams adjourned the meeting at 10:03 p.m.

Patricia Kriegermeier, Recording Secretary

Barbara Walters, Board Secretary