

MINUTES  
REGULAR BOARD MEETING  
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, January 24, 2013, in the Board Room, Room A217, in Building A on the Campus. Chair Miller called the meeting to order at 6:31 p.m. When Secretary Walters called the roll, the following were present:

Mr. Adams  
Ms. Kisser  
Ms. Larson  
Ms. Liddell  
Ms. Rueda  
Mr. Parrish  
Ms. Walters  
Ms. Miller

Attorney Daniel Curran was present as legal counsel.

PLEDGE OF ALLEGIANCE

Chair Miller led the group in the Pledge of Allegiance.

COLLEGE MISSION STATEMENT

Student Trustee Rueda read the Mission Statement.

ACCEPTANCE OF AGENDA

The agenda was amended: under Communications, Comments from the Board was added, and Chair Miller noted that under Information Reports, the resignation report was amended. The agenda was accepted as amended.

ACCEPTANCE OF MINUTES

The minutes of the Tax Levy Public Hearing, December 20, 2012 and the Regular Board Meeting, December 20, 2012 were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Ms. Jane Collins signed in to address the Board; she requested a change in the public address system to make it easier for those present to hear Board meeting discussion. She spoke also about the public private

partnership and emphasized the importance of tax dollars being spent on education. She stated that college completion must be a priority and asked that the recent report on this subject be discussed at a Board meeting.

Mr. Chris Jenner addressed the Board; he stated he is a candidate for MCC Trustee in the upcoming April election. He stated that having Power Wellness conduct the feasibility study is a conflict of interest, and cited a recent *Northwest Herald* article. He stated that if elected, he would oppose any Power Wellness studies. He spoke about a District 26 policy prohibiting the district from issuing any bonds without permission of the voters and added that if elected, he would advocate that MCC adopt a similar policy.

Mr. Thomas Kaltenecker, Instructor of Culinary Management, spoke about his experience with the MCC culinary program, and invited all to attend the February 11 opening of the student-run restaurant, Slàinte.

Mr. Wally Reynolds, MCC Athletic Director, introduced a group of students and spoke about the success enjoyed by the MCC tennis team this year. He recognized student-athlete Matt Miller, who has been the #1 player in the Skyway Conference for the past three years. He introduced tennis coaches Messrs. Jeff and Jim Pierscionek; Coach Jim Pierscionek praised the team's success and congratulated Student-Athlete Miller on his award. Mr. Reynolds added that Student-Athlete Miller carried at 3.6 GPA this semester as a freshman, and noted that he will be back next year.

#### BOARD COMMITTEE REPORTS

##### Committee of the Whole

Mr. Adams provided a summary of the January 15 meeting, noting that discussion included preliminary December financial reports, a lengthy discussion on the public-private partnership, a mid-year budget review, and lengthy discussion on a potential tuition increase. He added that it was brought to the Committee's attention that the levy alone will not be enough to cover the entire cost of operating the College. He noted that early discussions on the next fiscal year budget have begun.

Mr. Adams added that a long discussion was held on resurfacing of Parking Lots B and D, that the Committee recommended bringing forward the Director of Sustainability position to the full Board, noting that this is a great asset to the College. He spoke about the National Legislative Summit trip in

February, which Board members attend to lobby legislators, and noted more about the Summit will be discussed later in the meeting.

#### ICCTA REPORT

Ms. Liddell mentioned that there will be a packed agenda at the National Legislative Summit this year, noting that information is shared at state meetings. She is looking for good participation from Trustees.

Dr. Smith spoke about the talking points developed for this visit. Trustees will request support for two items: the National Science Foundation grant for robotics, and the Department of Defense research grant on robotics.

#### FRIENDS OF MCC FOUNDATION REPORT

Mr. Parrish spoke about the month's highlights: the Foundation received a donation of almost \$700,000 consisting of property and \$100,000 for scholarship application. He suggested that the Volunteer Income Tax Assistance (VITA, <http://www.mchenry.edu/news/ViewMccNewsById.asp?NewsId=3784>) program be promoted further.

Mr. Parrish spoke about the Foundation's ongoing educational series, noting that Board Chair Mary Miller presented this month's seminar, speaking about changes in tax laws. More information about the series is available at <http://www.mchenry.edu/seminarseries/>.

#### PRESIDENT'S REPORT

Dr. Smith spoke about the talking points for the ACCT National Legislative Summit, asking Trustees to review it and let her know if additional items are needed. Dr. Smith reported that Faculty Development Day was held on January 10 and featured many interesting sessions. She noted that day and evening courses are being held at the Harvard, Illinois library and administration building. Dr. Smith received a letter from a student, Andrew Rubino, explaining how the Presidential Talent Scholarship changed his life. Mr. Rubino completed his degree at MCC and has transferred to Columbia College in Chicago.

Dr. Smith followed up on requests from Trustees, noting that in-depth information about the Family Violence grant, as well as information on how MCC compares to surrounding community colleges in receipt of grants, was at each Trustee's place tonight. She outlined recent events held in the Adult

Education, Conference Center and Workforce and Community Development areas, which included the People in Need Forum, and acclaimed historian and speaker Barry Bradford at the Luecht Conference Center. Future events include the Midwest Strength and Conditioning Clinic and 2013 Gardenfest. Dr. Smith noted also that three McHenry County manufacturers, Autotrol, Calco Cutaways and MAC Automation Concepts will be participating in the State Trade and Export Promotion (STEP) program and exhibiting at the Hannover Messe Trade Fair being held April 8-12, 2013 in Hannover, Germany.

#### PRESENTATION

Multicultural Initiatives, Ms. Juletta Patrick, Assistant Vice President of Academic and Student Affairs, Dr. Flecia Thomas, Dean of Student Development, and Ms. Sonia Reising, Coordinator of Multicultural Affairs

Dr. Miksa introduced Ms. Patrick, Dr. Thomas and Ms. Reising, who gave the presentation which included information on information on the department's purpose, focus and driving force. Dr. Thomas spoke about data on McHenry County demographics, noting that the county's diverse population has doubled over a ten-year period. Ms. Reising spoke about events and programs currently in place, citing Parent University which reaches out to parents to support their children. Ms. Reising spoke about how the department works with faculty to coordinate curriculum infusion efforts and cited an example: during Latino Heritage Month, students visited the Mexican Fine Arts Museum. Ms. Reising sends letters congratulating students on their GPA, asking them to visit her. Ms. Patrick presented statistics on the number of students served by the department and stated there has been a steady increase in ethnic minorities since 2008, and persistence rates are increasing. Ms. Reising noted that \$9,000 was awarded last year for outreach; over 2,000 students will be reached, and ten of the fourteen district high schools were accessed. The presentation concluded with a video. Ms. Rueda, Student Trustee, commented that she walked into Ms. Reising's office and asked what she could do here. She noted that it is amazing how MCC can change high school students' perception of the College.

COMMUNICATIONS

A. Faculty Report

Dr. Christine Grela presented the Faculty Report; she thanked Trustee Parrish for attending the recent faculty dinner and stated she looks forward to resolving difficult issues in faculty negotiations to result in a strong contract.

B. Adjunct Faculty Report

Ms. Leslie Dzike recognized Mr. Henry Gruba, MCC Fire Science Instructor, as the first recipient of the Adjunct Faculty Association's professional development award; Mr. Gruba received \$250.00 for continuing education in his field. Ms. Dzike noted that most of the classes offered over winter intersession were taught by adjunct faculty and she thanked the following faculty members: Ms. Jennifer Linnekin, , Ms. Laura McCluskey, Mr. James Stockwell, Mr. Ribhi Salhi, Ms. Louise Perry, and Ms. Melanie Dittus, all from Humanities and Social Sciences, Ms. Bonnie Mitchell, Human and Public Services; Ms. Marilynn Kropp and Ms. Deborah Keyser, MCC 101 First Year Experience.

C. Staff Council Report

Ms. Trimble announced that the Staff Council scholarship has been awarded to Ms. Carol Garcia. She thanked Dr. Miksa for including union leadership in VPAC meetings.

D. Student Trustee Report

Ms. Rueda reported that students enjoyed the Welcome Week activities to begin the semester, and spoke about the display for Martin Luther King, Jr. Day, hosted by the Black Student Union. Ms. Rueda attended the Illinois Community College Board-Student Assistance Commission Externship Seminar in Springfield; roundtable discussions about leadership and presentations were hosted. ICCB-SAC members met to discuss the anti-bullying/anti suicide campaign, which is the focus of Illinois community colleges for the spring semester.

E. Comments from the Board

Mr. Adams attended the McHenry County Council of Governments meeting, focused on transportation priorities and a legislative agenda on public safety pensions and the \$90 million unfunded problem.

Ms. Kisser commended the video shown in tonight's multicultural presentation and proposed that major donors receive a copy of the video to show donors the environment toward which they are contributing. She plans to view the ACCT online seminars soon and would like to know which seminars other Trustees found helpful. Ms. Kisser also asked whether some supporting documents could be posted online so that community members seriously interested in researching the topics can find that information.

Ms. Larson attended the first presentation in the Bioneers Environmental Speakers Series and encouraged all to attend the rest of the Tuesday evening presentations. More information on this series is available at <http://www.mchenry.edu/News/ViewMccNewsById.asp?NewsId=3770>.

F. Attorney Report

Mr. Curran had no details to report.

APPROVAL OF CONSENT AGENDA

Ms. Liddell moved to approve the Consent Agenda and Ms. Larson seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

**For Approval**

- A. Executive Summary, Board Report #13-1
- B. Financial Statements
  1. Treasurer's Report, Board Report #13-2
  2. Ratification for Payment of Voucher #1052, Board Report #13-3
- C. 2013-2014 Master Seniority List for Tenured Full-Time Faculty, Board Report #13-4
- D. Approval of Laboratory, Computer Usage and Technology Fees for FY 2014, Board Report #13-5
- E. Minimum Qualifications for Faculty, Board Report #13-6
- F. Personnel
  1. Workforce and Community Development Personnel Considerations for Spring 2013, Board Report #12-281 Addendum
  2. Approval of New Position, Director of Sustainability, Board Report #13-7
  3. Salary Adjustment/Advanced Placement, Board Report #13-8

ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA

No action was needed.

BOARD POLICY MANUAL, SECTION 4 REVISION Second Reading and Approval, Board Report #12-265, Amended

Ms. Walters moved to approve Board Report #12-265, Board Policy Manual, Section 4 Revision, Second Reading and Approval, Amended, and Ms. Liddell seconded the motion. During discussion, Ms. Liddell

commended the Internal Board Policy Review Committee for doing an excellent job. The roll was called and all were in favor; the motion carried.

RECONSTRUCTION OF PARKING LOTS B AND D AND RESURFACING OF COLLEGE'S ROADWAY, Board Report #13-9

Ms. Kisser moved to approve Board Report #13-9, Reconstruction of Parking Lots B and D and Resurfacing of College's Roadway, and Ms. Larson seconded the motion. Discussion followed. Mr. Parrish stated that since the review of this project at the Committee of the Whole meeting, he has prepared an analysis. He distributed handouts to the Trustees, and spoke about the project details. He noted that the cost per parking space was \$3,100.00, about what it should be. He noted that ancillary items added to the parking lot reconstruction, such as Ring Road repair, landscaping, charging stations, sprinkling system for the baseball fields, and contingency fees, increased the cost of the parking lot project. He recommended that the College request quotations for two separate projects with no ancillary items at a cost not to exceed \$1.8 million and amend Board Report #13-9 accordingly. Mr. Parrish noted that Mr. Skinner brought him some information on a pavement coating process that might apply to the Ring Road, different from what would be done for the parking lot. Mr. Evans has looked into this process to see if it was applicable or financially more attractive. In so doing, he learned that the process would not be appropriate for MCC's parking lot due to its condition. Mr. Parrish spoke about revising Board Report #13-9 to reflect two separate projects, the parking lot project with no ancillaries at a cost not to exceed \$1.8 million, and a separate project for the Ring Road, not to exceed \$200,000.00. Chair Miller noted that a motion was on the floor already.

Dr. Smith noted that Board Report #13-9 as proposed did not include expanded landscaping or a full-blown plaza; the cost was reduced to \$2.3 million. Chair Miller added that no charging stations were included in this proposal; she noted that both the Building C drop-off and the hydrant for playing fields were included. Ms. Kisser stated that she was in favor of the hydrant, seeing it as cost-efficient in the long run. Ms. Larson noted that engineering had not been completed; this is a proposal which must have contingency for any unexpected issues. Ms. Kisser asked whether there was a cost benefit to doing both

projects now; she asked whether the savings would be marginal if the projects were split. Dr. Smith responded that she assumed it would cost less, but that prices are not yet known.

Mr. Evans noted that companies may bid separately on the parking lot and Ring Road projects, which is how good prices can be obtained. It was noted that the parking lot is almost 40 years old. Chair Miller asked that the Board review the RFPs before they go out; Dr. Smith stated that engineering firm HR Green explained at the December meeting that this is a preliminary proposal; design and engineering will be done after Board approval. She noted that contingency can be developed at that time. Mr. Evans stated that the project must be completed for fall semester. Mr. Adams stated that he would not approve this project and noted it is a 2013 expenditure, not called for by ISES.

Chair Miller asked Dr. Smith to clarify where the funding would come from. Dr. Smith noted that when the FY 2013 budget was originally created, it was assumed the parking lot would only need to be milled down and resurfaced. When the coring tests came back with evidence that milling down and resurfacing would not work it was recommended the parking lot be reconstructed. Dr. Smith and Mr. Evans went back to FY 2013 deferred maintenance budgeted items in Fund 02 to find projects that could be deferred to allow work on the parking lot to be done. A fire suppression system project originally budgeted at \$1.2 million was included in the Building B remodeling at \$178,000.00, releasing \$945,000.00 for other uses. Other projects including gym lockers and fire sprinklers can be deferred, saving \$140,000.00. Research is ongoing to determine whether electrical pumps and drives might be packaged into an energy performance contract, which might release another \$1 million. Dr. Smith concluded by saying that funding is there, although it may not have originally been budgeted for this item. Mr. Adams asked what the opportunity cost of undone ISES projects might be; Dr. Smith stated that a judicious look has been taken at the projects to be done and the most critical have been chosen each year, budgeting funds to complete the projects. She is examining various ways to fund these projects, noting that \$18 million in HVAC projects will have to be done.

Ms. Kisser noted that the parking lot is a safety issue and stated it is too dangerous a situation not to correct.



Mr. Parrish moved to amend the motion on the floor for Board Report #13-9 to read, “not to exceed \$2 million dollars.” The motion failed to receive a second. The roll was called on the original motion and Mr. Adams and Mr. Parrish voted against; Ms. Liddell, Ms. Kissner, Ms. Larson, Ms. Rueda, Mw. Walters and Ms. Miller voted in favor. The motion carried.

Ms. Larson requested that when the engineering reports come in, the Board receive a report on what was discovered. Dr. Smith agreed that a report will be made to the Board of Trustees and noted that Mr. Vavrina from HR Green will know at that time how much contingency funding is needed. Ms. Liddell added that if the white coating does work and costs considerably less, it will bring the project cost down.

#### FOR INFORMATION

- A. Resignations
- B. Quarterly Report on Grants
- C. ERP Report (written and verbal)
- D. Office of Resource Development Update
- E. Distributed Press Releases and Feature Stories

Dr. Butler provided a report on recent ERP issues. He noted that serious system slowness and outages were experienced in late December and early January. Dr. Butler gave credit to College staff who assumed a mode of “essential functions only” operations and rearranged their work schedules so the impact on students would be minimized. Information Technology staff worked closely with Ellucian technical support throughout the problem periods and continues to engage Ellucian to ensure the system remains stable. Dr. Butler stated that the system has been improving, and was opened up to more users, while the system continued to be monitored. Dr. Butler stated that the College needs to find out more detail about what led up to these issues. He then received questions and comments from the Trustees. Dr. Smith publicly thanked all faculty and staff for their teamwork in working around these issues.

#### SUMMARY COMMENTS BY BOARD MEMBERS

No comments were made.

#### FUTURE AGENDA ITEMS

Mr. Parrish asked that a presentation be given on the Volunteer Income Tax Assistance program.

CLOSED SESSION

At 8:31 p.m., Ms. Walters moved to go into Closed Session to discuss matters covered under the Illinois Open Meetings Act, 120/2(c), 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 of the public body or against legal counsel for the public body to determine its validity; Exception #5, The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired; Exception #11, Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting; and Exception #21, Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Ms. Larson seconded the motion. The roll was called and all were in favor; the motion carried. A break was taken at 8:32 p.m. and Closed Session began at 8:44 p.m.

At 9:06 p.m., Ms. Walters moved to come out of Closed Session and Ms. Rueda seconded the motion. A voice vote was taken and all were in favor; the motion carried. Closed Session ended at 9:06 p.m.

ACCEPTANCE OF CLOSED SESSION MINUTES, Regular Board Meeting, November 29, 2012 and Committee of the Whole, November 29, 2012

Ms. Larson moved to accept the minutes as amended; Ms. Walters seconded the motion. The roll was called. Ms. Liddell abstained and all others were in favor; the motion carried.

Discussion followed on the culinary and food services departments; Ms. Walters commented on the spaciousness and beauty of the renovated area.

Discussion followed on the public address system and how comments from the public can receive follow-up, and whether supplemental Board meeting documents can be posted online for the public to review.

ADJOURNMENT

Hearing no further business, Chair Miller adjourned the meeting at 9:23 p.m.

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Patricia Kriegermeier, Recording Secretary

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Barbara Walters, Board Secretary