

MINUTES  
REGULAR BOARD MEETING  
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, May 24, 2012, in the Board Room, Room A217, in Building A on the Campus. Chair Miller called the meeting to order at 6:30 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 accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the Special Board Meeting, April 26, 2012 and the minutes of the Final Meeting of the Retiring Board, April 26, 2012 were amended and accepted as amended. The minutes of the Organizational Meeting, April 26, 2012, the First Meeting of the Newly Organized Board, April 26, 2012 and the Board Retreat, May 5, 2012, were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Board. Ms. Larson introduced Ms. Shiney Thomas-Jacob, former trustee at Heartland Community College, and a doctoral candidate at Illinois State University/Normal, whose dissertation focuses on the experience and perceptions of selected female community college trustees in Illinois. Ms. Thomas-Jacob thanked the Board for having her as a guest at the Board meeting and stated it was a pleasure to work with Ms. Larson in connection with her doctoral research.

## BOARD COMMITTEE REPORTS

### Committee of the Whole

Mr. Adams reported highlights of the May 15, 2012 Committee of the Whole meeting. The Trustees heard a presentation on the August 16 New-Student Convocation, featuring student success statistics indicating students who attended convocation earned better grades and showed a higher retention rate. Work on the FY 2013 Budget is in progress; revenue and expenditure assumptions were provided. Pension projections were discussed and all await decisions by the Illinois legislature on this issue. The Building B renovation is on track and on budget. Budgetary implications of rebranding were presented to the Trustees; these implications proved to be less than expected. An update was given on emergency campus repairs and in-house electrician and plumber positions were discussed, proposed as a long-term cost saving measure.

### ICCTA REPORT

Ms. Liddell spoke about the successful April ICCTA meeting and noted she would not be able to attend the annual meeting May 31 through June 2. She noted future meeting dates: a September meeting in Springfield and an October meeting concurrent with the ACCT National Congress, and a November meeting in Chicago. She asked Trustees to inform her of specific issues so she can follow up.

### FRIENDS OF MCC FOUNDATION REPORT

Mr. Parrish reported that the Foundation Golf Outing has really grown; Ms. Brown added that \$60,000.00 has been received in sponsorships. Mr. Parrish spoke about three new scholarships: the John Adelman, Jr. Memorial Scholarship, for students majoring in education; the Ellen Louise Bisailon Memorial Scholarship for women 24 years of age or older; and the Service League of Crystal Lake scholarship, dedicated to women 22 years of age or older, who are residents of Crystal Lake. More scholarship information can be found at <http://www.mchenry.edu/scholarships/index.asp>. Mr. Parrish noted that several candidates are being considered for positions on the Foundation Board of Directors.

### PRESIDENT'S REPORT

Dr. Smith reported that the Building B renovation demolition is almost completed. Dr. Smith would be happy to arrange for Trustees to take a tour and noted that safety training must be completed to be

allowed into the site. Dr. Smith commented that Pepper Construction recycles 90% of the demolition materials and has asked Physical Facilities to work on getting videos of the demolition. Dr. Smith announced that student athlete Chase Blazier threw the first perfect game in MCC's baseball history at a game in St. Louis against Milwaukee Tech. Student athlete Matt Miller won the Illinois Skyway Conference player of the year as the #1 singles tennis champion. She noted that MCC's baseball team won 35 games and placed second in the conference, during Mr. Jared Wacker's first year as coach. In addition, Matt Schmidt, Chase Blazier and Nick Richter were named to the all-conference teams.

### PRESENTATION

Ms. Bonnie Gabel, Instructor of Speech, and MCC Forensics Team advisor and students were introduced. Ms. Gabel announced another good year for the Forensics team, winning numerous awards throughout the season, and introduced team members John Cox, Jay Jacobs, Johanna Klay, Devin Laster, Lauren Murphy, Jake Seelye, Bob Gibbons, Elinor Pucci, and John Cox. The team ran into a computer glitch and will return later in the meeting to make the presentation.

### COMMUNICATIONS

#### A. Faculty Report

Mr. Mark Eckel reported that faculty members Dr. Steve Young and Dr. Judi Cameron will be participating through fall 2013 in a National Endowment for the Humanities program. More information is available at <http://newberry.org/out-of-many>. Mr. Eckel noted also that the Faculty Association will share data collected for the faculty-driven 360 evaluation of key campus administrators.

#### B. Adjunct Faculty Report

Ms. Leslie Dzike gave a brief report and extended thanks to the entire campus community for a successful end to the spring 2012 semester.

#### C. Staff Council Report

There was no report.

#### D. Student Trustee Report

Ms. Rueda reported that most students are preparing for finals. She spoke about an end of the semester pizza party sponsored by student clubs and reported that many students were recognized at the annual Student Awards Ceremony. She spoke about Student Senate's May 8 Cardboard City event, which

featured speakers, one who shared her homeless experience and another who provided information on opportunities for students to volunteer.

E. Comments from the Board

Ms. Kisser commented that Cardboard City is a very good event and expressed her appreciation that it was held on campus.

F. Attorney Report

Mr. Curran did not have any news to report.

APPROVAL OF CONSENT AGENDA

Trustee Walters moved to approve the Consent Agenda and Trustee Adams seconded the motion. During discussion, Ms. Larson complimented the staff for their astuteness in the purchase of two hybrid cars at extremely good prices for student work. Ms. Larson noted also that the Sustainability Strategic Plan was outstanding, and asked that the Board receive quarterly updates on this plan. Ms. Liddell drew attention to Item E., joint agreements, which she felt was a nice reminder of what the College has been doing. Ms. Kisser spoke about master planning, addressing needs that can be filled in the future to offer courses locally. Mr. Adams questioned whether grant money could be obtained for the computer numerical control machines; Dr. Miksa responded that Perkins grant money was used for the machines. The roll was called and all were in favor. The motion carried.

For Approval

- A. Executive Summary, Board Report #12-92
- B. Financial Statements
  1. Treasurer's Report, Board Report #12-93
  2. Ratification for Payment of Voucher #1044, Board Report #12-94
- C. Requests to Purchase
  1. Vehicle Alignment Automotive Lift, Board Report #12-75, Revised
  2. Engineering Services for Building Automation System and Fire Panel Integration, Board Report #12-95
  3. Furniture Modifications for Computer A Lab renovation, Board Report #12-96
  4. Hardware and Software for Android Mobile Tablet Device Classroom, Board Report #12-97
  5. Purchase and Install Batting Cage at the Softball Facility, Board Report #12-98
  6. Juniper Virtual Private Network Appliance, Board Report #12-99
  7. Printing Services for the McHenry County College 2012-2013 Student Planner, Board Report #12-100
  8. Services to Upgrade to Exchange 2010, Board Report #12-101
  9. Table Top 3-Dimensional CNC Milling Machine, Board Report #12-102
  10. Telephone Survey of MCC 2012-2014 Graduates, Board Report #12-103
  11. Two Used Electric/Hybrid Vehicles – Automotive Department, Board Report #12-104
  12. Voice and Data Wiring for Building B Renovation, Board Report #12-105
- D. Administrative Contracts for FY 2013, Board Report #12-106

- E. Addenda to Joint Educational Agreements with College of DuPage, Harper College and Triton College, Board Report #12-107
- F. Professional Development Strategic Plan, Board Report #12-108
- G. Sustainability Strategic Plan, Board Report #12-109
- H. Personnel
  - 1. Personnel Adjustments for Spring 2012 Transfer and Occupational Courses, Bd. Rpt. #11-286, Addendum
  - 2. Personnel Adjustments for Summer 2012 Transfer and Occupational Courses, Board Report #12-110
  - 3. Approval to Upgrade Skill Requirements of Two Maintenance Positions, Board Report #12-111
  - 4. Appointment of Replacement Executive Dean of Continuing and Professional Education, Board Report #12-112
  - 5. Appointment of Replacement Instructor of English, Board Report #12-113
  - 6. Appointment of Replacement Instructor of Philosophy, Board Report #12-114
  - 7. Appointment of Replacement Instructor of Photography, Board Report #12-115
  - 8. Request for Retirement, Board Report #12-116
  - 9. Salary Adjustment, Board Report #12-117

ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA

No action was needed.

APPROVAL FOR NEW AND MODIFIED POSITIONS, ACADEMIC AND STUDENT AFFAIRS, Board Report #12-118

Ms. Kisser moved to approve Board Report #12-118, Approval for New and Modified Positions, Academic and Student Affairs, and Mr. Parrish seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

CONTRACT EXTENSION FOR THE PRESIDENT, Board Report #12-119

Ms. Liddell moved to approve Board Report #12-119, Contract Extension for the President and Ms. Larson seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

FOR INFORMATION

- A. Resignation
- B. Resignation
- C. Resignation
- D. Resignation
- E. Emergency Repair Broken Storm Drain
- F. Emergency Repair/Purchase HVAC Compressor
- G. ERP Project Update
- H. Branding Update
- I. Distributed Press Releases and MCC Press Clippings

Ms. Miller asked if there were any questions or comments on the information reports. Dr. Smith spoke about the emergency repairs. She stated that when the broken storm drain was inspected, mold was found and a company was brought in to remediate it. Dr. Smith noted the drain has been replaced, and no additional breaks

were found along the drain. She stated the repairs will be submitted to insurance, which should cover a good portion of the cost.

#### SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Larson asked that the Sustainability Plan include a goal toward buying recycled or eco-friendly materials; Ms. Koehler responded that the plan contains such a goal. Chair Miller introduced Ms. Koehler and noted she would be retiring as Executive Dean of Continuing and Professional Education; Ms. Koehler stated it was her pleasure and honor to be a part of McHenry County College.

Ms. Liddell asked how the food truck was working out; Mr. Manke responded it is working as well as we can expect. Ms. Kisser asked for follow-up on the student question about filtered water stations; Mr. Manke responded that the new cafeteria will have filtered water stations; other locations on campus are also being considered. Ms. Miller asked when the auditors would come; Mr. West replied that the auditors will come to the August Board meeting and will start preliminary field work next week in Financial Aid and Records. Mr. Adams asked about motorcycle and bicycle parking; Mr. West noted that this parking has been developed on campus. Ms. Liddell asked that a presentation on online courses be placed on a future agenda.

#### FORENSICS PRESENTATION

After computer glitches were resolved, the Forensics team gave their presentation and received comments from the Trustees. Ms. Kisser stated she was not aware of the amount of community service done by this team, and noted it is clear this makes a difference in peoples' lives.

#### FUTURE AGENDA ITEMS

Discussion followed on the topics discussed in Summary Comments by Board Members: a presentation on online courses, quarterly updates on the Sustainability Strategic Plan, and Ms. Walters spoke about McHenry County College classes being offered in Harvard.

#### CLOSED SESSION

At 7:34 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, and 120/2(c), 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.* Mr. Adams seconded the motion. There was no discussion. The roll was called and all were in favor. The motion carried. A break was taken and Closed Session began at 7:45 p.m.

At 7:55 p.m., Trustee Parrish made a motion to come out of Closed Session and Trustee Walters seconded the motion. There was no discussion. A voice vote was called and all were in favor. Closed Session ended at 7:55 p.m.

#### PERSONNEL

Mr. Adams moved that the Board accept the resignation and related agreement for Employee #2012-8, as discussed in the Closed Session. Ms. Liddell seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

Mr. Adams moved that the Board ratify the termination for Employee #2012-9, as discussed in the Closed Session. Ms. Larson seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

Mr. Adams moved that the Board ratify the termination for Employee #2012-10, as discussed in the Closed Session. Ms. Liddell seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

#### ACCEPTANCE OF CLOSED SESSION MINUTES

Mr. Adams moved to accept the Closed Session Minutes of the Regular Board Meeting, April 26, 2012 and the Board Retreat, May 5, 2012. Ms. Walters seconded the motion. The roll was called and all were in favor; the motion carried.

#### ADJOURNMENT

Hearing no further business, Chair Miller adjourned the meeting at 7:57 p.m.