

REVISED

MINUTES REGULAR BOARD MEETING of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, March 27, 2014, in the Board Room, Room A217, in Building A on the Campus. Chair Parrish called the meeting to order at 6:31 p.m. When Secretary Jenner called the roll, the following were present:

Ms. Diversiev
Mr. Jenner
Ms. Kisser
Ms. Liddell
Ms. Walsh
Mr. Wilbeck
Mr. Parrish

Ms. Miller was absent at roll call and arrived at 9:45 p.m. Dr. Smith was also present. Attorney Nanci Rogers was present as legal counsel.

PLEDGE OF ALLEGIANCE

Chair Parrish led the group in the Pledge of Allegiance.

COLLEGE MISSION STATEMENT

Student Trustee Diversiev read the Mission Statement.

ACCEPTANCE OF AGENDA

The agenda was amended; Mr. Parrish removed item 14, Restructure of Campus Public Safety and Facilities Operations, Board Report #14-54, and item 15, Appointment of Executive Director of Public Safety and Facilities, Board Report #14-55. The agenda was accepted as amended.

ACCEPTANCE OF MINUTES

Ms. Liddell moved to accept the minutes of the Regular Board Meeting, February 27, 2014 and Ms. Walsh seconded the motion. During discussion, Mr. Jenner asked that more detail be added to the public comment section. Three corrections were noted. The additions and corrections will be made and the minutes will come back for approval at the April meeting. Ms. Liddell withdrew her motion and Ms. Walsh withdrew her second.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Ms. Katrine Poe, Instructor of English, spoke about the many things faculty are responsible for: leading students to success, representing the College in the community and at conferences around the globe, planning, teaching and grading, keeping current and certified in their fields. She stated that faculty speak for those who cannot speak and work tirelessly for the betterment of the community and student body.

Mr. Paul Hamill, Instructor of Geography and Earth Science, urged a resolution to faculty negotiations by working toward resolution. He urged the Board to charge their team and faculty to charge their team to complete the negotiations, as delaying further would deter from the College's mission.

Mr. Ted Erski, Instructor of Earth Science, spoke about a letter received from a student reflecting that the next step in the student's career was possible only because of talents on our campus including staff, faculty, and administration, all of whom are vested in insuring the College remains a rock solid beacon.

Dr. Bev Dow, Instructor of Biology, spoke about faculty compensation. She noted that a salary matrix is ubiquitous from kindergarten to university. She noted that MCC competes for employees with many community colleges that have a salary matrix. She encouraged the Board to support a pay structure that ensures posts can be filled with excellent instructors.

Ms. Bonnie Gabel, Instructor of Speech, spoke about faculty pay for summer and overload, and explained her concern that full-time faculty are paid less than adjunct instructors for such assignments and significantly less than neighboring colleges. She asked the Board to remedy this imbalance.

Ms. Dawn Wagner, Instructor of International Business and Marketing, spoke about her international experience and noted that the current contract proposal eliminates diverse professional development opportunities. She spoke about the importance of real world experience in teaching.

Mr. Ron Compton, Instructor of Speech, spoke about how professional development enabled him to propose and launch a new Intercultural Communication course at MCC.

Mr. Jacob Clarke, student, spoke about the importance of faculty at MCC and shared his success story made possible by MCC's relationship with local manufacturing companies.

Dr. Mark Waters, Instructor of English, spoke about a former student who sent him a book of his published

poetry. He spoke about how faculty are nurtured and retained with professional development opportunities and added that when we invest in teachers, we invest in students and the community.

Ms. Kate Midday, Instructor of English, spoke about the differing qualifications required by teachers of English than those required by a teacher of welding. She stated that a doctoral degree may not be valuable to all faculty members and noted that retention rates have increased.

Ms. Heidi Boring, Instructor of Mathematics, stated that the current uncertainty in negotiations makes it difficult to plan professional development and emphasized the need for individual flexibility in determining appropriate professional development activities.

Mr. Ted Hazelgrove, Instructor of English, spoke about the quality of his colleagues at McHenry County College, their commitment to their disciplines, and their pursuit of expanding knowledge. He added that the intellectual capital faculty generate in the classroom is where MCC's reputation as the best community college in Illinois lies.

Dr. Christine Grela, Instructor of Psychology, spoke about the value of professional development by attending conferences and taking education classes, not just receiving advanced degrees.

Mr. Mike Albamonte, Instructor of Automotive Technology, stated that industry training and certification in the automotive industry are the most valuable tools an automotive instructor can have. He emphasized that technical fields must focus on technical training and not on advanced degrees.

Dr. Amy Ortiz, Instructor of Art, commented on the appropriateness of doctoral degrees for advanced placement across the faculty matrix. She noted that a Ph D is appropriate for her field, but would not be appropriate for other areas. She noted that forcing instructors to obtain terminal degrees will result in time away from the classroom and away from student interaction.

Mr. Justin Hoy, Instructor of Sociology, noted MCC's nomination as one of the best 150 community colleges and noted that one might infer this performance has something to do with the quality of instruction in our classrooms. He spoke about the stagnating course of negotiations and asked for good faith in the process, to be true to the mission, and noted the positive value the Board and community place on faculty members.

Ms. Sarah Sullivan, Instructor of Business, stated that if the College does not value and support development opportunities for faculty, it is not valuing its own product. She noted the ever-growing array of certificates, degrees and programs at the College and noted the same should be done for faculty. She noted that limiting educational opportunities for faculty limits educational opportunities for students.

Ms. Laura Middaugh, Instructor of Mathematics, stated that her two children will soon be MCC students. Her goal in teaching has been to challenge, inspire, and motivate the next generation and she hopes that the Board, co-workers and the community will share those values.

Mr. Paul Stahmann, Instructor of Earth Science, Geography, and Geology, spoke about the need for closure to drawn-out negotiations, and spoke about the need for more space, noting that it is difficult to schedule lecture and lab space. He stated that large lecture classes and online classes are unsound pedagogy. He invited the Board to attend his classes or office hours.

Mr. Thomm Beggs, Instructor of Graphic Arts, stated that he has worked as a designer, business manager and business owner before teaching at MCC. He noted that the Master of Fine Arts degree is considered a terminal degree by the College Art Association, adding that teaching graphic design he must stay up-to-date with software and hardware; a doctoral degree would not benefit his teaching.

Ms. Meri Winchester, Instructor of Digital Media, stated she was an MCC student and came to work here, starting the Digital Media program in 2005 with Mr. Beggs. She stated that she needs industry training, not a Ph. D., to respond to student needs.

Ms. Teresa Bossert, Instructor of Psychology, contrasted a previous negotiation process with the current process. She noted that two Trustees previously attended bargaining sessions and learned about issues first-hand. She formally invited Board members to the table.

Ms. Betsy Metzger, adjunct faculty in Adult Education, read a letter from adjunct psychology faculty Lucy Webb, explaining the teaching schedule she has and the low level pay she receives for that work.

Ms. Linda Rudnik, adjunct faculty in Adult Education, expressed her disappointment on the ratings MCC received in the Systems Portfolio Feedback Report and urged the Board to honor a Memorandum of Agreement to allow employees to work in more than one department.

Mr. Jake Kvidera, Student Senate member, and Ms. Noemi Venegas, Vice President of Student Senate, spoke in support of adjunct faculty, urging the Board to do their best to create an environment of success for adjunct faculty members.

Ms. Alison Barnard, adjunct tutor, asked the Board to consider the Memorandum of Agreement which would allow employees to work in more than one department, and lamented the low level of pay adjunct employees receive.

CHAIRMAN'S REPORT

Mr. Parrish thanked all who commented at the meeting. He reminded Trustees that Statement of Economic Interest forms must be filed with the County Clerk.

PRESIDENT'S REPORT

Dr. Smith noted that Trustees should send their available dates in April and May to Ms. Kriegermeier so that a Board Retreat can be scheduled. She provided an update on drainage issues with the pond, noted energy saving activities, and spoke about the numerous upcoming events in the Workforce and Community Development department. She noted she would be attending the American Association of Community Colleges conference in Washington, D. C.

PRESENTATION

Mr. Michael Deacon, RVG Commercial Realty, gave a presentation on the former Ambutal property in Crystal Lake, providing the building's history, floor plans, and current cost, noting the property's benefits to the College for its health sciences curriculum.

Mr. Deacon's presentation can be viewed at: <http://www.mchenry.edu/board/index.asp>.

A break was taken at 8:21 p.m. and the meeting resumed at 8:36 p.m.

COMMUNICATIONS

A. Faculty Report

Ms. Elaine Whalen provided a handout to Trustees and read a statement, reporting on troubling issues with faculty negotiations. Faculty stood in support during her reading and applauded afterward.

B. Adjunct Faculty Report

Mr. Peter Ponzio spoke about ethics, citing quotes from Michel DeMontaigne, St. Augustin, Martin Luther King, Jr. and Dr. Tony Miksa. He spoke about his concerns with the College's ethics hotline, Freedom of Information Act requests, State University Retirement System benefits, and late payments to employees for wages.

C. Staff Council Report

Ms. Tawnja Trimble was accompanied by Ms. Lynn McCabe, Coordinator of Financial Aid and Veteran Services, who has been with the College eleven years. In addition to serving on the Staff Council Executive Board, both Ms. Trimble and Ms. McCabe are MCC graduates and can attest to the quality of the College's part-time and full-time faculty. She stated that Staff Council stands together with the Faculty Association and expressed her wish for a speedy and fair resolution to faculty contract negotiations.

D. Student Trustee Report

Ms. Diversiev spoke about the variety of student activities during March, among them a women's history month celebration, the Skyway art competition, performances of *Cabaret*, and the Black Box Theatre ribbon cutting ceremony. She noted that peer mediation services are available, as well as Student Senate outreach on such issues as tuition increase, adjunct faculty pay, and student space. Student elections will be held the second week of April. Ms. Diversiev's report is contained in the Board packet available at http://www.mchenry.edu/board/13_14/packets/032714.pdf.

E. Comments from the Board

Mr. Jenner expressed appreciation to those who spoke during public comment and stated his appreciation for their input.

Ms. Kisser stated she was impressed with the courteous, concise and informative comments made tonight.

Ms. Diversiev stated that Student Senate supports adjunct faculty.

Ms. Walsh echoed Mr. Jenner's and Ms. Kisser's statements; she stated that faculty comments tonight were very helpful and powerful.

Ms. Liddell stated it is easy to see what needs to be addressed; she appreciated being able to put faces to names for faculty members and thanked all for being here tonight.

Mr. Wilbeck thanked those who spoke and noted the comments were very enlightening.

Mr. Parrish assured commenters that their input will not be ignored.

E. Attorney Report

There was no report.

APPROVAL OF CONSENT AGENDA

Ms. Kisser moved to remove item C., Shah Center Solar Photovoltaic Project, Board Report #14-50. She withdrew that motion and then moved to accept the Consent Agenda. Ms. Liddell seconded the motion. During discussion, Shah Center Solar Photovoltaic Project, Board Report #14-50 was removed from the agenda for further discussion. Ms. Liddell stated she had questions about item B. 2., Cell Tower Lease Amendment SBC Tower Holdings, LLC, Board Report #14-34 and Mr. Jenner added he intended to pull that item from the agenda. Mr. Jenner asked if there was a reason multiple quotes were not obtained on Item 12. B. 15, Refurbishing Floors and Walls for Classrooms and Offices, Board Report #14-56. Dr. Smith stated that this Board Report is to approve Pepper Construction to seek quotes and explained the process. Mr. Jenner asked whether, on item 12. B. 15, whether servers must be purchased from Dell and Dr. Butler replied that there are no other suppliers for Dell. Mr. Jenner stated that item could be left on the consent agenda. Mr. Jenner asked that item 12. B. 2. be removed, as also noted in Ms. Liddell's comment previously, item 12. B. 5., Illinois Community College Trustees Association Membership, Board Report #14-37, and item E., Authorization of FY 2014 Non-Mandatory Transfer of Funds, Board Report #14-52. Mr. Wilbeck asked why architectural services for flooring were needed, referencing Architectural Services for Wall and Flooring Improvements, Board Report #14-40. Dr. Smith replied that this continues work done last summer; the architect works up specifications on how flooring and painting must be done, and works out strategy on removing furniture from the classrooms to be painted and carpeted. Mr. Wilbeck stated this item could be left on the consent agenda.

Mr. Jenner noted that seven items under Request to Purchase were exempt, noting that the College attempted to get quotes on all items.

Mr. Parrish asked for a motion to amend by removing items 12. B. 2., Cell Tower Lease Amendment SBC Tower Holdings, LLC, Board Report #14-34, 12. B. 5., Illinois Community College Trustee Association Membership, Board Report #14-37, C., Shah Center Solar Photovoltaic Project, Board Report #14-50, and E., Authorization of FY 2014 Non-Mandatory Transfer of Funds, Board Report #14-52. Ms. Walsh moved that the previous motion be amended by removing the items cited above, and Mr. Wilbeck seconded the motion. The roll was called and all were in favor. The motion carried.

A vote was taken on the original motion made by Ms. Kisser and seconded by Ms. Liddell. The roll was called and all were in favor; the motion carried.

For Approval

A. Financial Statements

1. Executive Summary, Board Report #14-30
2. Treasurer's Report, Board Report #14-31
3. Ratification for Accounts Payable Check Register, Board Report #14-32

B. Requests to Purchase/Renew/Lease

1. Annual AppSense License Maintenance, Board Report #14-33
2. Cell Tower Lease Amendment SBC Tower Holdings, LLC, Board Report #14-34
3. Employee Appreciation and Recognition Reception Banquet Services, Board Report #14-35
4. Employee Service Awards, Board Report #14-36
5. Illinois Community College Trustee Association Membership, Board Report #14-37
6. Light Control Console for the Black Box Theatre, Board Report #14-38
7. Manual Machine Tooling Package, Board Report #14-39
8. Architectural Services for Wall and Flooring Improvements, Board Report #14-40
9. PeopleAdmin Software License, Board Report #14-41
10. Printing for *Voices 2014* Literary & Arts Magazine, Board Report #14-42
11. Privacy Partitions for Men's Restrooms, Board Report #14-43
- ~~12. Professional Services Agreement, RuckPate Architecture, Board Report #14-44~~
13. Protective Fencing for Baseball and Softball Dugouts, Board Report #13-45
14. Refurbished Defibrillator and Cardiac Monitor, Board Report #14-46
15. Refurbishing Floors and Walls for Classrooms and Offices, Board Report #14-56
16. Rockwell Hardness Testing Machine, Board Report #14-47
17. SAN Equipment for ERP, Board Report #14-48
18. Servers, Board Report #14-49

C. Shah Center Solar Photovoltaic Project, Board Report #14-50

D. Joint Educational Agreement Update between McHenry County College and College of Lake County, Board Report #14-51

E. Authorization of FY 2014 Non-Mandatory Transfer of Funds, Board Report #14-52

F. Personnel

1. Workforce and Community Development Personnel Considerations for Spring 2014, Board Report #13-239, Addendum
2. Salary Adjustment/Advanced Placement, Board Report #14-53

ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA

Ms. Kisser moved to approve Cell Tower Lease Amendment SBC Tower Holdings, LLC, Board Report #14-34, and Ms. Liddell seconded the motion. During discussion, Mr. Tenuta provided an explanation of how cell tower leases operate, how he negotiated this lease, and answered questions and received comments from Trustees. The roll was called and all were in favor; the motion carried.

Ms. Liddell moved to accept Illinois Community College Trustee Association Membership, Board Report #14-37 and Ms. Kisser seconded the motion. During discussion, Mr. Jenner stated that this organization is geared toward legislative positions that he tends to disagree with. Ms. Walsh asked to call the question. The roll was called. All except Mr. Jenner voted in favor; the motion carried.

Ms. Kisser moved to approve Shah Center Solar Photovoltaic Project, Board Report #14-50 and Ms. Walsh seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

Ms. Kisser moved to approve Authorization of FY 2014 Non-Mandatory Transfer of Funds, Board Report #14-52 and Ms. Liddell seconded the motion. During discussion, Mr. Jenner questioned whether the money in the education fund was restricted; Mr. Tenuta replied that education fund money can be used for most things. He noted that the College would not want to shift tax levy dollars over; he noted this is money left over from enterprise activities or tuition and fees and added that the Board has every right to restrict funds as they choose. Mr. Jenner asked whether Fund 01 or Fund 03 was more restrictive and Mr. Tenuta answered Fund 03 was more restrictive fund; Mr. Jenner noted that this moved money from a more flexible fund to a less flexible fund. Mr. Tenuta stated the money was being moved for specific purposes as designated by the Board. Ms. Kisser asked Mr. Tenuta to provide his position on behalf of the College whether he thinks the transfer would be a good thing and why. Mr. Tenuta stated that with \$44 million in deferred maintenance projects pending, we are trying to make sure there are funds available if there is a larger project. Mr. Parrish asked if there were any further questions, and the roll was called. All except Mr. Jenner voted in favor; the motion carried.

SYSTEMS PORTFOLIO FEDBACK REPORT DISCUSSION

Ms. Pat Stejskal, Director of Institutional Effectiveness, explained that McHenry County College is accredited by the Higher Learning Commission in Chicago, in which there are over 1,000 institutional members of the Higher Learning Commission Peer Review Corps, and over 1,500 people who have had training from the Higher Learning Commission as peer reviewers to conduct site visits. Ms. Stejskal noted that the College switched to the Academic Quality Improvement Program (AQIP) in 2006, in which there are nine categories for accreditation review. She noted that the Systems Portfolio contained 125 pages, the College answered 138 questions, and received grades for those questions: SS – outstanding strength, S – strength, O – opportunity for improvement, and OO – outstanding opportunity for improvement. She noted it was of grave concern to the College that the feedback report contained only 82 responses to the 138 questions answered. Ms. Stejskal stated that the College's acknowledgement letter includes feedback noting that not all questions were addressed, and the Higher Learning Commission is aware of that.

Ms. Stejskal noted that immediate next steps include following up on the acknowledgement letter, noting areas where we beg to differ and any questions the College has. Ms. Stejskal has also submitted her application with the Higher Learning Commission to become a peer reviewer.

Ms. Stejskal noted that the College is not in trouble; she stated that the comments on pages 9 and 10 of the feedback report were a real slap in the face. She noted that reading further; the Higher Learning Commission is commending the College for its commitment to continuous improvement. She noted the College has some real concerns with the tone of the report and the way it is written. She again emphasized strongly that the College is not in trouble. Ms. Stejskal called Mr. Eric Martin at the Higher Learning Commission and was prepared with questions. She asked whether the College should consider another pathway with the Higher Learning Commission; before she could start her list of concerns, Mr. Martin was willing to take some ownership in terms of tone and wording. It was noted that the report does not use the College's right name, and that the report contained grammatical errors.

The College will focus on feedback and come up with a plan to work on areas cited. She added that the biggest next step is to decide on the next action projects. She noted that a team of four is attending the

Higher Learning Commission conference from April 11 through 14, 2014. She then answered questions and received comments from the Trustees. Dr. Smith, in response to Ms. Walsh's question, stated that quarterly reports could be provided to the Board. Ms. Stejskal's presentation can be viewed on the College's website at: http://www.mchenry.edu/board/13_14/presentations/032714AQIP.pdf.

BOARD COMMITTEE REPORTS

A. Evaluation and Policies Committee

Ms. Kisser reported that the March 17, 2014 meeting; she noted the Committee is closer to finishing Section 2 of the Board Policy Manual. The Committee discussed three proposals on debt management and will hear a presentation on this issue at the next meeting. The Committee reviewed the Board Self-Evaluation form, which has been modified for use this year.

B. Committee of the Whole

Ms. Liddell reported on the March 18, 2014 meeting; she noted that the meeting featured presentations from the Early Childhood Education program, the Children's Learning Center, and from Financial Aid on student loan repayment. February draft financial reports were reviewed, and the Committee continued discussion on the feasibility study for the Health and Science Education Building. Discussion was also held on the proposed reorganization of Campus Public Safety and Facilities.

ICCTA REPORT

Ms. Liddell reported that the March ICCTA meeting featured a presentation on SURS pension issues, featuring separate breakout sessions for Chief Financial Officers and Human Resources staff members. Upcoming meetings include Lobby Day in Springfield and the annual convention in June. Ms. Liddell noted that the ACCT Leadership Congress will be held in Chicago this October; the Board is looking into make a presentation on technology. Ms. Liddell noted that MCC is participating in the Reel Illinois film competition.

FRIENDS OF MCC FOUNDATION REPORT

Ms. Walsh noted scholarships are on the College website at <http://www.mchenry.edu/scholarships/index.asp>; she spoke about the new Forge Ahead scholarship, the result of a donor's contribution plus the sale of a donated home. Funds will establish scholarships for ten recipients at \$1,500.00 each, and of the ten students,

two will be eligible for Forge Ahead University scholarships of \$5,000.00 each toward tuition at a four-year university in Illinois. Ms. Walsh announced that Trustee Mary Miller will be honored, along with Ms. Sandra Pierce, CEO of Phoenix Woodworking, and Judge Mary Nader, at the April 17 Distinguished Alumni Award event. She noted that the Foundation's golf outing will be held June 13, 2014.

FOR INFORMATION

- A. Resignations
- B. Retirement
- C. ICCTA Paul Simon Student Essay Contest
- D. Office of Marketing and Public Relations Update
- E. Office of Resource Development Update
- F. Office of Sustainability Center Update

There was no discussion.

SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Kisser announced that the College's production of *Cabaret* was incredible, as was the Skyway art competition. Mr. Jenner offered kudos to the culinary program for their work.

Ms. Kisser noted that soon, the Board will be electing its officers for the year. She asked Attorney Rogers to explain how Trustees could communicate with each other to find out more about who might be interested in being nominated for Board office. Ms. Rogers stated that discussion between individual Trustees about who might be interested in a Board office is appropriate business of the public body. She stated that a majority of a quorum cannot have an interactive conversation on the business of the public body, but that two Trustees can speak together without violating the Open Meetings Act. She noted it is important that round robin or sequential conversations are permitted if the same conversation is had with each one; it is not permitted to tell the second Trustee what the first Trustee is thinking after the initial conversation, and added Trustees must be careful not to build a consensus. Ms. Kisser stated that she can talk to each Trustee individually, but cannot divulge what she spoke about with another Trustee and thanked Attorney Rogers.

Ms. Liddell invited all who can attend to the April 3 student talent show. She noted also the April 17th Distinguished Alumni reception and ceremony.

FUTURE AGENDA ITEMS

Future agenda items mentioned include the following: 1) Mr. Parrish would like to be introduced to the new Shah Center manager; Dr. Smith noted that the candidate withdrew acceptance of the position and will be sure to introduce Mr. Parrish to the next person when hired.

A break was taken at 10:30 p.m. and the meeting reconvened at 10:38 a.m.

CLOSED SESSION

At 10:38 p.m., Ms. Kisser 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*, 120/2(c) Exception #2, *Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees*, 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. Liddell seconded the motion. The roll was called and all were in favor; the motion carried. Closed Session began at 10:41 p.m.

At 12:50 a.m., Ms. Miller moved to come out of Closed Session and Ms. Liddell seconded the motion. There was no discussion. A voice vote was taken and all were in favor; the motion carried. Closed Session ended at 12:50 a.m.

ACCEPTANCE OF CLOSED SESSION MINUTES

Ms. Liddell moved to accept the Closed Session minutes of the Regular Board Meeting, February 27, 2014.

Ms. Walsh seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 12:51 p.m.

Patricia Kriegermeier, Recording Secretary

Chris Jenner, Board Secretary