

MINUTES
COMMITTEE OF THE WHOLE
OF McHENRY COUNTY COLLEGE

A meeting of the Committee of the Whole of the Board of Trustees of McHenry County College was held on Tuesday, August 13, 2013, in the Board Room, Room A217, of Building A on the Campus. Chair Liddell called the meeting to order at 6:00 p.m.

When Secretary Jenner called the roll, the following were present:

Mr. Jenner
Ms. Lambert
Mr. Parrish
Ms. Walsh
Mr. Wilbeck
Ms. Liddell

Ms. Miller was absent. Ms. Kisser was absent at roll call and arrived at 6:37 p.m. Attorney Daniel Curran was present as legal counsel.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented. Dr. Smith stated that there may not be a closed session.

ACCEPTANCE OF MINUTES

The minutes of the Committee of the Whole meeting, July 16, 2013, were accepted as revised

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Student Veteran Francisca Dimas addressed the Board. A student since 2008, Ms. Dimas came to the College as part of the Wounded Warrior program. She complimented the College for the changes made for student veterans. Ms. Dimas noted that she sits on the State Board for the Illinois Student Veterans Commission; she added that McHenry County College was being nominated for a Governor's Award this year. Ms. Dimas thanked advisors Ms. Terri McLaughlin and Ms. Liz Sherwood and Financial Aid Certifying Official Ms. Lynn McCabe for their assistance in her success at MCC.

PRESIDENT'S REPORT

Dr. Smith reported on the August 6 energy audit; the College was able to get usage from 1,800 kW down to 325kW and as a result, will receive a \$58,000.00 rebate over the next year.

Dr. Smith reported that Parking Lot B has been paved and striped, one entrance has been paved, and the rest (excluding landscaping) will be ready by 7 a.m. on August 19 for the start of the semester.

Dr. Smith also reported that she attended a Joint Review Board meeting for the Tax Increment Financing (TIF) district in Cary; TIF District #1 was established in 1996 and will expire in 2019. That would mean that in the 2021 tax year, the College would once again receive the incremental taxes produced by the properties within the TIF districts. TIF District #1 received \$147,088.00 in incremental taxes during 2012. The Fund Balance is \$502,936.00, part of which will be used for the Jandus Cutoff road improvement. TIF District #2 was established in 2006 and will expire 23 years from then. This TIF district received \$26,064.00 in incremental taxes in 2012. This fund has a balance of \$15,200.00.

DISCUSSION OF PRELIMINARY AUGUST FINANCIAL REPORTS

Mr. Tenuta stated that the FY2014 budget is not yet loaded, so comparable figures are not currently available from this year to last year. Mr. Tenuta answered questions from the Board, noting that the College tends to track the same as the previous year with minor fluctuations, and also noting that the June 30 figures will be available after the audit is done.

DISCUSSION OF ADMINISTRATIVE COMPENSATION

Extensive discussion was held on administrative pay increases and after discussion, it was noted that adjustments will be made to the draft Board Report provided to reflect a 3% increase – 1.7% cost of living adjustment and the remaining 1.3% distributed as part of a merit system to be in place by December.

DISCUSSION OF THE FY14 DRAFT BUDGET

Mr. Tenuta explained that the budget is still being tweaked; he will have a finished product for the August Board meeting. He explained two draft budget scenarios, one with an increase in the levy and one with no increase in the levy, and extensive discussion followed. Mr. Tenuta noted that approving the budget does not include the levy or fund transfers, which are separate items to be considered by the Board.

DISCUSSION OF McHENRY COUNTY COLLEGE STRATEGIC PLAN

Ms. Brown provided a follow-up presentation on the Strategic Plan, to afford Trustees a chance to ask questions and share comments. The plan was initially presented at July's Committee of the Whole

meeting. Creation of the plan was a year-long process with internal cross-representation. She explained that this is the College's five-year road map, with overarching goals written to be fluid and adapt and change for the needs of the community. Discussion followed, which touched on learning outcomes, assessment, budget constraints, employment opportunities, and online classes. Once the plan is approved, departments and divisions will develop objectives and plans to implement the Strategic Plan's initiatives. Ms. Liddell noted that this plan is required by the Illinois Community College Board, and Dr. Smith pointed out that the plan dictates what is placed in the budget.

REPORT ON ACADEMIC PROGRAMS

A. Online Classes

B. Culinary Management Program

Dr. Ray Lawson, Director of Online Learning and Educational Technology, gave a presentation on Distance Education, beginning with an overview of the department, followed by information on Canvas - the College's new learning management system, course formats offered, and statistics on online classes. He then received questions and comments from the Trustees.

Mr. Jim Falco, Executive Dean of Education, Career and Technical Education, gave a presentation on the Culinary Management program. Mr. Falco noted that there has been a 33% increase in enrollment with the new culinary lab on campus, and also noted that the student restaurant will run again in the spring, with plans for a student-run pastry shop. Mr. Falco then received questions and comments from the Trustees.

A short break was taken at 8:26 p.m., and the meeting reconvened at 8:32 p.m.

DISCUSSION OF TRUSTEE REQUESTS

Discussion followed on several items – an update on veteran support was given, discussion on the costs to satisfy FOIA requests and transparency steps, discussion on website document security, discussion on the level of detail in closed session minutes, and discussion of streaming of all Board meetings.

FUTURE AGENDA ITEMS

Future Agenda Items include: website document security, room usage study update, statistics and a presentation on the digital media program. The Health and Sciences Education Building report will be presented in September.

SUMMARY COMMENTS BY BOARD MEMBERS

There were no Summary Comments.

CLOSED SESSION

No Closed Session was held.

ADJOURNMENT

Hearing no further business, Chair Liddell adjourned the meeting at 9:22 p.m.

Patricia Kriegermeier, Recording Secretary

Chris Jenner, Board Secretary