

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, June 26, 2014, in the Board Room, Room A217, in Building A on the Campus. Chair Parrish called the meeting to order at 6:30 p.m. When Secretary Walsh called the roll, the following were present:

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

Mr. Wilbeck was absent at roll call and arrived at 6:35 p.m. Dr. Smith was also present. Ms. Miller was absent at roll call and arrived at 6:37 p.m. Attorney Daniel Curran was present as legal counsel.

PLEDGE OF ALLEGIANCE

Chair Parrish led the group in the Pledge of Allegiance.

COLLEGE MISSION STATEMENT

Student Trustee Peters read the Mission Statement.

APPROVAL OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the May 22, 2014 Regular Board Meeting were accepted as presented. The minutes of the May 28, 2014 Special Board Meeting were accepted as corrected.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Mr. Wally Reynolds, Athletic Director, announced that athletes on three of the College's eight teams achieved a 3.0 GPA or higher this year. He congratulated tennis coach Mr. Jim Pierscionek, who spoke about Mr. Brandon Sidor, #1 singles player. Mr. Reynolds also introduced Mr. Tom Carle, assistant men's baseball coach, and Mr. Kyle McCall, head volleyball coach. He also introduced Ms. Shari Mayner and Ms. Zoe Klay. Mr. Reynolds spoke about Mr. Tom Neese, a returning adult student, who earned the

highest student-athlete GPA in the entire program, a 3.94. Dr. Smith noted that Mr. Reynolds is retiring today; she added that he was inducted into the Skyway Collegiate Conference Hall of Fame at the June meeting. Mr. Parrish thanked Mr. Reynolds on behalf of the Board, noting that their appreciation for his contributions to McHenry County College.

CHAIRMAN'S REPORT

Mr. Parrish spoke about the June Illinois Community College Trustees Association meeting, which surfaced interesting concepts that the Board will build on. He stated that the feedback received at this meeting will help the Board do a better job than ever, beginning with a retreat in July to explore how the Board can function better. The retreat will begin with a meeting on July 14, in closed session, followed by a second meeting to discuss and review long-term plans and apply what the Board has learned.

Mr. Parrish noted that Dr. Smith's contract has been renewed; she will be with the College the next few years. The Board looks forward to working together for continuing success. He noted that a change was made to Dr. Smith's employment agreement which removed the clause regarding Dr. Smith as the preferred conduit for communication between the Board and College staff.

Mr. Parrish also stated that the next step in the Board's transparency initiative is to provide expanded contact information for Trustees. Progress is ongoing; it is hoped the information will be available soon.

PRESIDENT'S REPORT

Dr. Smith announced that the October 23, 2014 Board meeting date is the same week as the Association of Community College Trustees (ACCT) Annual Leadership Congress being held in Chicago this year. Many of the Trustees will be presenting at this Congress. She proposed that the October Board meeting dates could be shifted to either October 13 or 20; the Board will be surveyed for availability.

Dr. Smith noted also that ACCT has accepted two of the three proposals the College submitted to make at the Leadership Congress; the presenters will be a combination of trustees, administration, and faculty.

ACCT wishes MCC to make the third proposal during a pre-conference symposium.

Dr. Smith shared that Mr. Vince Foglia, Chairman of the Board of Sage Products, made a donation to purchase another SIM Man for the nursing lab. She noted that Dr. Tony Miksa has been selected for the class of 2015, Leadership Greater McHenry County. Also highlighted in the President's Report was news

of the state's free HVAC tune-up completed at MCC, Athletic director Mr. Wally Reynolds' induction into the Illinois Skyway Collegiate Conference Hall of Fame, Executive Director for Adult Education Dr. Tom Pierce's selection as co-chair of the Northern Region Joint Advisory Council for Adult Education, the publication of the 2014 edition of *Voices* literary magazine, and a listing of MCC athletes recognized by NJCAA as All-Academic teams for 2013-2014. Dr. Smith noted that the painting project in E building is almost complete.

PRESENTATIONS

A. Martin Luther King, Jr. Holiday

Mr. Mike Reagan, Instructor of Sociology, stated that the Curriculum and Academic Policy Council conducted research discussing whether the College should be closed on Martin Luther King Jr. Day. After considerable discussion, CAPC voted in favor of recommending that MCC be closed the third Monday of every January in honor of Dr. King. He provided a handout with supporting information. In response to Trustee Walsh's question on the academic calendar, Dr. Miksa replied that the Board has approved this year's calendar and that this proposal would apply to next year's academic calendar.

COMMUNICATIONS

A. Faculty Report

Ms. Elaine Whalen provided copies with a listing of faculty activities and accomplishments.

B. Adjunct Faculty Report

There was no report from Adjunct Faculty.

C. Staff Council Report

There was no report from Staff Council.

D. Student Trustee Report

Mr. Peters highlighted recent events and then spoke about his visit to Kishwaukee College on June 25 to tour the new health and science building and student lounge. He will present information at the August Committee of the Whole meeting.

E. Comments from the Board

Ms. Kisser asked for student opinion on having the Martin Luther King, Jr. holiday; Mr. Reagan replied that this was asked of Student Senate and the majority was in favor of the day off.

Mr. Jenner reported on the first meeting of the architect selection committee and complimented Mr. Tenuta on an unbiased and even-handed Request for Qualifications document.

Mr. Wilbeck asked about the status of email archival; Dr. Butler will follow up when more information is available. Mr. Wilbeck pointed out that the Ellucian contract is on the consent agenda and asked what has finalized from the security breach and whether any other security breaches have occurred; Dr. Butler replied that soon after the breach, any further work on that project was discontinued and new procedures were instituted for any potential future software development. He considers the matter closed and noted there were no further complaints.

F. Attorney Report

Attorney Curran provided an update on McHenry County's Unified Development Ordinance, which consolidates county zoning ordinances into one giant unified ordinance. Mr. Curran has spoken with the members of the committee, who have agreed to allow College uses in all zoning districts, some as permitted use and some as conditional use. Dr. Smith stated she appreciates the work Mr. Curran has done.

APPROVAL OF CONSENT AGENDA

Mr. Wilbeck moved to approve the Consent Agenda, and Ms. Kisser seconded the motion. During discussion, Mr. Wilbeck asked to remove two items: C. 2., Blackbaud Annual Maintenance Agreement, Board Report #14-117 and E., Fiscal Year 2016 RAMP, Board Report #14-121. Mr. Jenner questioned C. 5., Request to Authorize FY 2015 Purchasing Prior to Adoption of the College Budget, Board Report #14-131, whether there would be any limitation on the dollar amount. Mr. Tenuta replied that normal purchasing procedures would apply so the College could continue to operate until the budget is approved. After clarifying that this Board Report authorizes small purchases and that anything over \$25,000.00 would come to the Board, Mr. Jenner stated he did not need to remove this item. Mr. Wilbeck amended his motion to approve the consent agenda minus items 12. C. 2 and 12. E. as noted above and Ms. Kisser seconded the amended motion. The roll was called and all were in favor; the motion carried.

ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

Ms. Miller moved to approve item 12. C. 2., Blackbaud Annual Maintenance Agreement, Board Report #14-117 and Ms. Liddell seconded the motion. During discussion, Mr. Wilbeck questioned the value and asked what the software does. Ms. Brown explained that this software includes the Foundation's donor database management, all mailing lists, and records all donations as well as stewardship activities. The software was purchased eight years ago; this purchase is the maintenance agreement, which gives the Foundation upgrades, training and support. She noted that the College agreed to provide such support as part of the recent Memorandum of Understanding with the Foundation. Ms. Miller added that this kind of software is necessary to run a Foundation. The roll was called and all were in favor; the motion carried.

Ms. Walsh moved to approve Board Report #14-121, Fiscal Year 2015 RAMP, but withdrew her motion.

Ms. Kisser moved to approve Board Report #14-121, Fiscal Year 2015 RAMP and Ms. Miller seconded the motion. Extensive discussion followed which included a detailed explanation of what the RAMP is, College projects on the RAMP priority list, how the state provides matching funds, and discussion on how the Board is not committed to providing funding unless it chooses to accept the state matching funds.

Mr. Tenuta noted that there was a typo in the agenda; the Board Report should be entitled Fiscal Year 2016 RAMP. The roll was called; Mr. Wilbeck, Mr. Parrish, and Mr. Jenner voted against, Mr. Peters, Ms. Miller, Ms. Walsh, Ms. Kisser, and Ms. Liddell voted in favor. The motion carried.

RENEWAL OF RESOLUTION FOR PREVAILING WAGE, Board Report #14-128

Ms. Miller moved to approve Renewal of Resolution for Prevailing Wage, Board Report #14-128 and Ms. Liddell seconded the motion. During discussion, Mr. Jenner stated that the report states the Department of Labor determines what the prevailing wage is in various locales; the law says that the local unit of government will ascertain the prevailing wage. Attorney Curran replied that if the College utilizes the Department of Labor's statistics, it has complied with the Act. Extensive discussion followed; Mr. Jenner noted that District 26 went three years without a vote on the prevailing wage; Ms. Kisser noted that according to the record, District 26 did not vote for a prevailing wage on two separate years, and Mr. Jenner stood corrected. Mr. Jenner stated that he hopes this will get some traction, and noted that other bodies have voted against it. Mr. Jenner cited Board Policy 1.8.7, Resolutions of Support, and stated he

would like to draft a resolution for the College to exempt itself from the prevailing wage. Ms. Miller disagreed with Mr. Jenner; she stated she has no problem with Board Report #14-128. Attorney Curran noted liability issues; he noted that the Board is responsible for any fines or things not paid. Mr. Wilbeck questioned whether the County had not passed a similar item within the last week. Mr. Jenner asked Dr. Smith for the proper procedure to bring this to the Board. Ms. Kisser stated that the Evaluation and Policies Committee would be the perfect place for discussion. The roll was called; Mr. Jenner voted no and Mr. Parrish voted yes, reluctantly. All others present voted in favor and the motion carried.

BOARD POLICY MANUAL, SECTION 2 REVISION, SECOND READING AND APPROVAL, Board Report #14-110

Mr. Jenner moved to approve Board Policy Manual, Section 2 Revision, Second Reading and Approval, Board Report #14-110 and Ms. Walsh seconded the motion. During discussion, Mr. Jenner stated this was a work in progress before he joined the Board. He complimented former committee chair Ms. Kisser, Dr. Miksa, and the Internal Board Policy Manual Review Committee for their work and noted this is the most complicated section.

The roll was called and all were in favor; the motion carried.

BOARD POLICY REVISION 2.1.1 – Investments, First Reading, Board Report #14-129

This item will move forward for a second reading next month.

APPROVAL OF MEMORANDUM OF UNDERSTANDING FOR THE PORTRAIT IN PRINT COLLECTION BETWEEN THE FRIENDS OF McHENRY COUNTY COLLEGE FOUNDATION AND McHENRY COUNTY COLLEGE, Board Report #14-130

Ms. Miller moved to approve Board Report #14-130, Approval of Memorandum of Understanding for the Portrait in Print Collection Between the Friends of McHenry County College Foundation and McHenry County College, and Ms. Walsh seconded the motion. During discussion, Ms. Miller explained that there had not been a memorandum of understanding previously on this collection, which is overseen by the Foundation and housed at the College. She noted that the collection is valued at \$570,000.00. The roll was called and all were in favor; the motion carried.

DISCUSSION OF FY 2015 BUDGET

Ms. Walsh noted that she asked for this item to be placed on the agenda for discussion. She commented about Fund 02, the Operations and Maintenance fund. She noted that the College has budgeted for building improvements totaling \$2,280,000.00. She noted that the College is in the midst of researching an architectural firm to look at space utilization; she noted that several projects on the list would not be good to begin until the firm was selected and made a recommendation. Dr. Smith replied that projects would not be begun until the analysis was done. Ms. Walsh also questioned the difference between the ending fund balance and the beginning fund balance; Mr. Tenuta explained that the beginning balance was his forecast from two months ago, to predict where the College will be. He noted there will be carryover. Ms. Walsh also questioned the ending and beginning balances for Fund 02, the Operations and Maintenance Fund; she asked whether the difference is due to what Mr. Tenuta thinks will come through at the end of the year, and Mr. Tenuta confirmed that statement was correct.

BOARD COMMITTEE REPORTS

A. Evaluation and Policies Committee

Mr. Jenner reported on the June 17, 2014 meeting; highlights include the President's evaluation process, to be reviewed by Trustees Wilbeck and Liddell, rewarding of employees by the President or designee, parliamentary procedure, closed session minutes guidelines, review of Section 6, and Board email policy. .

B. Committee of the Whole

Ms. Liddell reported on the June 16, 2014 meeting; highlights include financial statements, discussion of a Risk Management Consortium, the Board Retreat, and a workshop on the FY 2015 budget.

Mr. Parrish added that two dates had been selected for offsite Board meetings, and noted the second date would have to be revised. All agreed on September 6.

ICCTA REPORT

Ms. Liddell spoke about the recent ICCTA meeting, at which the Board participated in the Government Institute for Student Success, which was eye-opening. The Board will talk about this topic at their retreat.

FRIENDS OF MCC FOUNDATION REPORT

Ms. Miller stated that there are four new Foundation Board members, two in the manufacturing area, one in the culinary area, and one in the nursing area. She noted that this year's golf outing profit surpassed last year's funds. Ms. Miller spoke about the appraisal event last Saturday to which sixty-five people brought fine art, furniture, and jewelry to be appraised.

Ms. Walsh stated that the Foundation Board is disappointed that Ms. Brown is leaving the College, and noted Ms. Brown has done a tremendous amount of work with the Foundation.

FOR INFORMATION

- A. Resignations
- B. Retirement
- C. Analysis of Commercial Online Advertising at McHenry County College Website
- D. Faculty Professional Development at McHenry County College
- E. Office of Marketing and Public Relations Update
- F. Office of Resource Development Update
- G. Office of Sustainability Center Update

Ms. Walsh stated that she would like to see information about new employees added to the resignation report: when hired, and information about whether the position is new or a replacement. Mr. Parrish asked about item C., Dr. Smith replied that this report is in response to Mr. Wilbeck's prior request.

SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Liddell recognized Ms. Laura Power, who was MCC's nominee at the ICCTA awards banquet. She stated that the first meeting on space utilization went well and complimented Mr. Tenuta.

Ms. Kisser thanked Ms. Brown for her service to the College; she stated that MCC's loss is clearly Ms. Brown's next employer's gain.

Ms. Walsh noted that Campus Public Safety did a wonderful job of monitoring the recent Patriot Run.

Ms. Miller spoke about a recent event for the American Cancer Society, which was held on campus.

Ms. Liddell congratulated Ms. Christina Haggerty for sitting on the Leadership Greater McHenry County (LGMC) Board, and added that Dr. Tony Miksa has joined the next LGMC class.

Mr. Parrish stated he is looking forward to the work Dr. Butler is doing on Board email and telephone contact; he added that openness in communication will enhance all the Board's activities.

FUTURE AGENDA ITEMS

Board Policy 2.1.1., Investments, will have a second reading and approval at the July Board Meeting.

CLOSED SESSION

At 8:53 p.m., Ms. Walsh moved to go into Closed Session to discuss matters covered under the Illinois Open Meetings Act, 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.* Ms. Kisser seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried. Closed Session began at 9:04 p.m.

At 9:17 p.m., Ms. Liddell moved to come out of Closed Session and Ms. Walsh seconded the motion. There was no discussion. A voice vote was taken and all were in favor; the motion carried. Closed Session ended at 9:18 p.m.

ACCEPTANCE OF CLOSED SESSION MINUTES: Regular Board Meeting, May 22, 2014

Ms. Liddell moved to accept the first set of closed session minutes of the Regular Board Meeting, May 22, 2014 and Ms. Walsh seconded the motion. The roll was called; Ms. Miller abstained and all others were in favor. The motion carried.

Ms. Kisser moved to accept the second set of closed session minutes of the Regular Board Meeting, May 22, 2014 and Ms. Walsh seconded the motion. There was no discussion. The roll was called; Ms. Miller abstained and all others were in favor. The motion carried.

ADJOURNMENT

The meeting was adjourned at 9:20 p.m.

Patricia Kriegermeier, Recording Secretary

Molly Walsh, Board Secretary