

MINUTES
COMMITTEE OF THE WHOLE
OF McHENRY COUNTY COLLEGE

A meeting of the Committee of the Whole was held on Tuesday, September 16, 2014, in the Board Room, Room A217, of Building A on the Campus. Vice Chair Liddell called the meeting to order at 6:34 p.m.

When Ms. Walsh called the roll, the following were present:

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

Ms. Miller was absent.

Dr. Smith was present. Attorney Daniel Curran was present as legal counsel.

ACCEPTANCE OF AGENDA

The agenda was accepted as amended; Exception #21, Review of Closed Session Minutes, was added to item #16, Closed Session.

ACCEPTANCE OF MINUTES

The minutes of the Committee of the Whole, August 18, 2014, were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Dr. Brock Fisher announced that *Voices* literary magazine has won second place, small college division, in the central division of the Community College Humanities Association's annual national literary magazine competition.

PRESIDENT'S REPORT

Dr. Smith announced that the *Northwest Herald* features counselor Ms. Pat Zokol and students in today's paper. She provided advance notice that Ms. Sandra Johnston, Director of Food Service, will be featured in tomorrow's *Northwest Herald* in an article on food label expiration dates.

Dr. Smith was notified by the Community College Futures Assembly that McHenry County College has been nominated for the Bellwether Award, under the category of curriculum and instruction innovations;

she noted that like the Aspen Award, the College must submit an application. If deemed worthy, the College will be invited as one of ten nominees to present at the Community College Futures Assembly, during which the winner will be selected.

Dr. Smith noted that the College has received a \$7,500.00 cash award and tools from the SEED Center, a green sustainability center at the American Association of Community Colleges. The award was given in the category Community Education and Sustainability Efforts. The award will be used to purchase tools and horticulture equipment.

PRELIMINARY AUGUST FINANCIAL STATEMENTS

Mr. Tenuta cautioned that although the investment report showed a negative balance, it was due to the fact that when the investments were purchased, accrued interest is paid. He looks forward to showing positive results and noted that the College will have earned more income in August than during the entire previous year.

CAREER AND TECHNICAL EDUCATION IN THE COUNTY

Ms. Leslie Schermerhorn, Regional Superintendent of Schools, gave a presentation on a proposed Career and Technical Education campus, and afterward received comments and questions from the Trustees. Her presentation can be viewed at www.mchenry.edu/board/index.asp.

At 7:00 p.m., Trustee Mary Miller called in to the meeting. Ms. Liddell asked for a motion and a second to allow Trustee Miller to participate in the meeting by telephone. Ms. Kissler moved to allow Ms. Miller to participate telephonically as she was unable to attend for a reason allowed under the Illinois Open Meetings Act 5 ILCS 120/7(c), employment purposes. Ms. Walsh seconded the motion. During discussion, Mr. Jenner asked whether action could be taken in a committee meeting; Attorney Curran replied that this motion and vote is required by the Open Meetings Act. Ms. Liddell asked Ms. Miller to confirm that the conversation will be kept confidential if the Board goes into Closed Session; Ms. Miller so confirmed. The roll was called; all were in favor and the motion carried.

SELECTION OF SPACE UTILIZATION FIRM

Extensive discussion followed on which space utilization firm the Board preferred to work with architecture firm DKA; consensus was reached that Mr. Tenuta should work on a contract with DKA to use the firm Paulien, and bring that contract back to the Board for approval.

UPDATE ON ACCT PRESENTATIONS

- A. Using Massive Open Online Courses (MOOCs) to Enhance the Community College Learning Experience
- B. Creating a Merit-Based System to Maximize Employee Performance and Align Goal Attainment
- C. Controlling Technology Costs While Achieving Student Success

Updates were given on each presentation, planned for the upcoming Association of Community College Trustees 2014 Leadership Congress, to be held in Chicago in October, 2014.

LEGISLATIVE REPORT

Dr. Smith provided a recap of legislation passed and signed from the last legislative session; this topic will be a recurring agenda item to provide information.

DISCUSSION OF PROPOSED PROTOCOL FOR BOARD REQUESTS OF INFORMATION OF INTERNAL CONSTITUENTS

Consensus was reached that no written protocol was needed. Dr. Smith will provide metrics used to determine whether students are successful. Information to be included on the Board Dashboard was also discussed.

UPDATE ON TRUSTEE VACANCY

Dr. Smith outlined the process used to fill past Board vacancies, and noted that a press release has been sent out, along with an ad placed in the *Northwest Herald* with the details. Discussion followed and it was agreed to hold a Special Board Meeting on Wednesday, October 1, 2014 at 6:30 p.m. to interview the candidates of the Board's choice. Should a second meeting be necessary, Trustees will hold the date of Tuesday, October 7th open. Interviews will be conducted in closed session, per Illinois Public Community College Open Meetings Act, 120/2(c), Exception #3, selection of a person to fill a public office.

FUTURE AGENDA ITEMS

Future agenda items include: ACCT presentation review.

It was noted at this time that Student Trustee Peters was elected Vice Chair of the Illinois Student Assistance Commission group.

SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Walsh stated she was pleased to hear of the planned focus groups on the PACE survey; she will look forward to hearing results of those sessions.

Ms. Jenner stated he was pleased to see a Constitution Day event on campus; he noted that Student Trustee Peters organized the event and added it was nicely done.

Ms. Kisser expressed her appreciation at being informed of community events that Trustees might attend and asked whether this list could be sent to the Board separately, in addition to inclusion in the Board packet.

Ms. Kisser asked whether there had been follow-up to the student suggestion to link the SNAP card to financial aid; Dr. Smith stated that meetings are in progress.

CLOSED SESSION

At 8:25 p.m., Ms. Walsh moved to go into Closed Session to discuss matters covered under the Illinois Open Meetings Act, 120/2(c), *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.*, and Mr. Parrish seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

A brief break was taken at 8:26 p.m. and Closed Session began at 8:31 p.m.

At 8:41 p.m., Ms. Kisser moved to come out of Closed Session and Ms. Walsh seconded the motion. A voice vote was taken and all were in favor; the motion carried. Closed Session ended at 8:42 p.m.

ACCEPTANCE OF CLOSED SESSION MINUTES, Committee of the Whole, August 19, 2014

Ms. Kisser moved to accept both sets of closed session minutes from the August 19, 2014 Committee of the Whole meeting and 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, Vice Chair Liddell adjourned the meeting at 8:43 p.m.

Patricia Kriegermeier, Recording Secretary

Molly Walsh, Board Secretary