

MINUTES
REGULAR BOARD MEETING
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, September 25, 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 Walsh called the roll, the following were present:

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

Ms. Liddell was absent. Ms. Miller was absent at roll call and arrived at 6:34 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 Peters read the Mission Statement.

APPROVAL OF AGENDA

The agenda was accepted as presented. Mr. Jenner commented that a first reading of a policy about filling Board vacancies was to happen at the September meeting. Dr. Miksa replied that the internal committee was going to wrestle with this policy.

ACCEPTANCE OF MINUTES

The minutes of the August 28, 2014 Budget Hearing were accepted as presented.

The minutes of the August 28, 2014 Special Board Meeting were accepted as amended.

The minutes of the August 28, 2014 Regular Board Meeting were accepted as presented.

The minutes of the September 6, 2014 Board Retreat were accepted as amended.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Mr. Danny Delgado, McHenry County College alumnus who recently graduated from DePaul University with a bachelor's degree in economics, spoke to the Board about his experiences at McHenry County

College. Mr. Donald Curfman became his mentor and introduced him to the Student Veterans Club, which made a great difference in Mr. Delgado's life. He stated proudly that his time as a student at MCC greatly improved his college experience, and asked the Board to consider giving veterans a bigger space, laptop computers, and money for books. He was greeted with applause.

Ms. Katy Beck, President of the Student Veterans Club, thanked the Board for support and shared that Mr. Donald Curfman also acted as a mentor to her. She thanked the McHenry County Community Foundation for the grant to provide laptops for veterans, and for the Pay It Forward book grant. She was greeted with applause.

Mr. Mark Handeland, student veteran, spoke about all the help student veterans receive at McHenry County College and thanked all involved. He was greeted by applause.

Mr. Jason Memmen, student veteran, expressed his thanks for the mentoring and attention he received at McHenry County College, and was greeted by applause.

Ms. Robin Doeden, Executive Director of the McHenry County Community Foundation, stated she was rendered speechless hearing the student veterans' stories. She humbly accepted their gratitude on behalf of many people involved in the foundation, and noted that she presented a check from the community foundation for \$12,000.00 yesterday to Ms. Loreen Keller, noting it would not be the last check. She thanked McHenry County College for what they do for veterans, and was greeted by applause.

PRESIDENT'S REPORT

Dr. Smith reported that Mr. John Zymali submitted two films in the Reel Illinois competition, and added that both his films are in the top ten. Dr. Smith provided copies of the tenth day enrollment report and explained details to the Trustees. She noted many details and highlighted College activities including that the physical facilities department took scrap copper wire and stainless steel to TC Industries for recycling and received a check for \$234.00.

INDUCTION OF STUDENT SENATORS

Ms. Talia Koronkiewicz was joined by Student Senate members. Ms. Guarneros read the Student Senate Mission Statement, after which members Chris Boyd, Danielle Schmider, Jamie Sacramento, Mark

Handeland, Hannah Passarella, Evelyn Guarneros, Erick Marchessault, Amanda Brickwood, and Megan

Riordon introduced themselves and provided brief details about their studies and activities.

Chair Parrish administered the Oath of Office to the senators as a group, and thanked all of them. The senators were greeted with applause.

PRESENTATIONS

A. NISOD Award Recipients

Dr. Miksa stated he had the honor to recognize the 2014 NISOD award winners Ms. Kathy Hayhurst, Ms. Missy Spengel, Ms. Robin Deak, and Ms. Shiela Venkataswamy; each was greeted with applause.

B. Connect 2. Using Learning Communities and Student Services to Bolster Developmental Student Success

Ms. Kate Middy, Ms. Anne Humphrey, Ms. Kate Kramer, Ms. Laura Power, and Ms. Shiela Venkataswamy participated in a presentation, which detailed the success of a collaborative program that combined sociology, English, mathematics, computer information systems, geology, and MCC 101, The College Experience, to promote student success. After the presentation the group received questions and comments from the Trustees.

COMMUNICATIONS

A. Faculty Report

Ms. Humphrey distributed copies of the Faculty Report and spoke about its highlights.

B. Adjunct Faculty Report

There was no report.

C. Staff Council Report

There was no report.

D. Student Trustee Report

Mr. Peters reported on numerous student activities over the past month.

E. Comments from the Board

Ms. Kisser requested data on the number of students enrolled in developmental courses.

Ms. Walsh offered kudos to administration, faculty, and staff for their work on the Connect2 project, asking that they move from the student success in this model to branch out.

Mr. Jenner thanked the student veterans for their service; he noted that space consideration will be addressed in the space utilization study. Mr. Jenner also thanked Mr. Peters for pushing the Constitution Day event through. He noted that he and Mr. Peters attended the McHenry County Economic Development Corporation legislative breakfast, adding that it was good to talk to legislators and network with those at the event.

F. Attorney Report

There was no general report.

APPROVAL OF CONSENT AGENDA

Ms. Miller moved to approve the Consent Agenda, and Ms. Walsh seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

For Approval

- A. Executive Summary, Board Report #14-160
- B. Financial Statements
 1. Treasurer's Report, Board Report #14-161
 2. Ratification for Accounts Payable Check Register, Board Report #14-162
- C. Requests to Purchase/Renew
 1. SimMan Essential Complete and Preventative Maintenance Plan, Board Report #14-163
- D. Request for Approval of a Four-Day College Work Schedule for Summer 2015, Board Report #14-164
- E. Addendum to Joint Educational Agreement between McHenry County College and William Rainey Harper College, Board Report #14-165
- F. Personnel
 1. Workforce and Community Development Personnel Considerations for Fall 2014, Board Report #14-139, Addendum
 2. Appointment of New Director of Facility Projects and Contracts, Board Report #14-166
 3. Appointment of Replacement of Instructor of Automotive Technology, Board Report #14-167
 4. Salary Adjustment/Advanced Placement, Board Report #14-168

ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

No action was needed.

GRANT OF EASEMENT AND FUNDING AGREEMENT WITH CITY OF CRYSTAL LAKE, Board Report #14-169

Ms. Kisser moved to approve Grant of Easement and Funding Agreement with City of Crystal Lake, Board Report #14-169, and Ms. Miller seconded the motion. During discussion, Ms. Walsh inquired about plantings in that area, and Dr. Smith and Mr. Tenuta responded that as part of the agreement, the city does any planting and maintaining. The roll was called and all were in favor; the motion carried.

BOARD POLICY REVISION 1.8.10 – Receipt and Forwarding of Mail, Second Reading, Board Report #14-158

Mr. Jenner moved that the Board approve Board Report #14-158, Board Policy Revision 1.8.10 – Receipt and Forwarding of Mail. Ms. Walsh seconded the motion. After brief discussion, the roll was called and all were in favor; the motion carried.

BOARD POLICY REVISION 5.5 – Degrees Awarded, Second Reading, Board Report #14-159

Mr. Jenner moved that the Board approve Board Report #14-159, Board Policy Revision 5.5 – Degrees Awarded, and Ms. Kisser seconded the motion. After brief discussion, the roll was called and all were in favor. The motion carried.

DISCUSSION OF FISCAL YEAR BUDGETS AND FORECASTS

Mr. Tenuta stated that the Board has just approved and adopted the FY 2015 budget; work is beginning on the FY 2016 budget. He stated he was able to put together the five-year forecast early this year, noting that the forecast cannot predict all the variables for five years. Mr. Tenuta explained the forecast page by page, after which Dr. Smith asked the Trustees if they had questions or disagreements about the assumptions made. Ms. Walsh asked for a list of ISES projects completed so far, and noted she would like to get some historical data that will help the Board make decisions. Ms. Miller commented that the Board must look at the forecast out; she added that projections are totally different than what history shows. Ms. Kisser commented that the Promise program and the ERP implementation were anomalies that might skew the historical data. Ms. Miller stated that the Comprehensive Annual Financial Report shows ten years of historical information, and noted that all information will be in the audit. Ms. Miller noted that Mr. Tenuta uses zero-based budgeting, which had not previously been the philosophy at the College.

Mr. Tenuta stated that the forecast is a guide to show the trend towards the erosion of the fund balance. He stated that the trend is going down, and actual figures support that. The forecast provides the Board with a roadmap, so, if where the College is headed is bad, a change can be made.

Extensive discussion followed; after which Mr. Tenuta provided additional handouts with forecast results if there were no tuition and levy increases, and forecast results if there were tuition and levy increases. The possibility of the state placing its share of pension costs onto community colleges was discussed. Mr.

Tenuta stated that the levy must be done by the fourth Tuesday of December; the Board must take action in November.

BOARD COMMITTEE REPORTS

A. Evaluation and Policies Committee

Mr. Jenner reported on the September 15, 2014 meeting; highlights include review of Section 6, a review of changes in legislation, discussion about presidential evaluation forms, the policy on Board vacancies, discussion of policy on fund balance, and a discussion of closed session minutes guidelines.

B. Committee of the Whole

Ms. Liddell reported on the September 16, 2014 meeting; highlights include review of financial statements, a presentation by the Regional Superintendent of Education, discussion of the space utilization firm, discussion of the upcoming ACCT presentations, a legislative report, and discussion about protocol for requests made by the Board. A Special Board meeting will be held October 1, 2014 to interview candidates to fill the Board vacancy.

ICCTA REPORT

There was no report.

FRIENDS OF MCC FOUNDATION REPORT

Ms. Miller reported on new scholarships, provided an update on the Education to Empowerment initiative, and noted that the Foundation received an unmodified opinion on their recent audit, the best that can be received. She reminded all of the September 30th social event for the Board of Trustees and the Foundation Board, and noted that on November 2, there will be a concert by Cor Cantiamo, preceded by a reception

with refreshments made by culinary students. She stated this would be a wonderful opportunity to interact with donors and supporters.

FOR INFORMATION

- A. Retirements
- B. Office of Marketing and Public Relations Update
- C. Office of Resource Development Update
- D. Office of Resource Development Fiscal Year 2014 Year End Report
- E. Office of Sustainability Center Update
- F. Program Articulation Agreement with Southern Illinois University at Carbondale
- G. Upcoming Events

There was no discussion.

SUMMARY COMMENTS BY BOARD MEMBERS

Mr. Parrish commented that tonight's meeting was a pleasure.

Ms. Miller stated that she would not be at the November Committee of the Whole meeting.

Mr. Peters stated he was excited to see the student success going on at McHenry County College.

FUTURE AGENDA ITEMS

Ms. Kisser commented about filling the vacant Trustee position.

CLOSED SESSION

At 9:16 p.m., Ms. Kisser moved to go into Closed Session to discuss matters covered under the Illinois Open Meetings Act, 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*, Exception #3, *The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance*, 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. Walsh seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried. A break was taken at 9:17 p.m. and Closed Session began at 9:30 p.m.

At 11:05 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 11:06 p.m.

ACCEPTANCE OF CLOSED SESSION MINUTES: Regular Board Meeting, August 28, 2014
and Board Retreat, September 6, 2014

Ms. Miller moved to accept the closed session minutes of the Regular Board Meeting, August 28, 2014 and the Board Retreat, September 6, 2014, and Ms. Walsh seconded the motion. There was no discussion.

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

ADJOURNMENT

The meeting was adjourned at 11:07 p.m.

Patricia Kriegermeier, Recording Secretary

Molly Walsh, Board Secretary