

MINUTES
REGULAR BOARD MEETING
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of the Board of Trustees of McHenry County College was held on Thursday, August 23, 2018, in the Board Room, Room A217, in Building A on the Crystal Lake Campus. Chair Liddell called the meeting to order at 6:00 p.m. When Secretary Walsh called the roll, the following were present:

Ms. Vazquez
Mr. Allen
Mr. Parrish
Mr. Smith
Ms. Tirio
Ms. Walsh
Ms. Liddell

Ms. Evertsen was absent. Dr. Gabbard was present. Attorney Samuel Cavnar was present as legal counsel.

PLEDGE OF ALLEGIANCE

Chair Liddell led the group in the Pledge of Allegiance.

COLLEGE MISSION STATEMENT

Student Trustee Vazquez recited the Mission Statement for the final time as Student Trustee.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the June 28, 2018 Regular Board Meeting were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one addressed the Board.

RECOGNITION OF STUDENT TRUSTEE

Chair Liddell stated that it has been an absolute pleasure having Ms. Vazquez as Student Trustee. She stated that the Board appreciates what Ms. Vazquez has done in collaboration and effort for the College.

Chair Liddell presented a plaque honoring Ms. Vazquez' service, Ms. Vazquez thanked the Board for welcoming her and allowing her to learn so much, and was greeted with applause.

PRESIDENT'S REPORT

Dr. Gabbard began his report by asking the Board to acknowledge goals for persistence and completion. These goals came from the Strategic Enrollment Management Team, and adopted by the President's Executive Council. While Dr. Gabbard showed the Key Performance Indicators onscreen, he spoke about course completion, student persistence, and comparisons over the past five years to McHenry County College's peer group, noting that the data was taken from the 2015 cohort. He then received questions and comments from the Trustees. Dr. Gabbard also spoke about future agenda topics, and provided a report requested by Chair Liddell; the report summarizes the status of the Board's requests for future agenda topics. Following the President's Report, Mr. Tenuta answered questions from the Board regarding the pollinator garden for a solar project discussed at the Committee of the Whole meeting.

PRESENTATION

Update on International Programming

Ms. Lindsay Carson, Instructor of Spanish and International Studies Chair, provided a brief overview of international programs that McHenry County College offers as a part of the ICISP Consortium. Programs are offered for students and for faculty; she outlined the benefits of all programs offered.

The presentation, entitled "A Global Perspective: International Studies @ MCC", can be viewed at

www.mchenry.edu/board.

COMMUNICATIONS

A. Faculty Report

Ms. Whalen stated that there was no report this month.

B. Adjunct Faculty Report

There was no adjunct report this month.

C. Staff Council Report

Ms. Trimble spoke about the opening of the Liebman Science Center, the Opening Day event to welcome students, adding that the Staff Council was able to offer two scholarships this semester, which were awarded to Mr. Sebastian Morales and Ms. Ellie Stroh.

D. Student Trustee Report

Ms. Vazquez spoke about recent events in student government; she noted that student pricing for the Fitness Center has changed as the result of a previous presentation given by students. She facilitated a table at the Opening Day event for students, and added that the event was wonderfully executed.

F. Attorney Report

Mr. Cavnar extended his personal best wishes to Miss Vazquez, and noted that Robbins Schwartz is offering the annual legal update on September 7.

APPROVAL OF CONSENT AGENDA

Chair Liddell asked if there were any items to remove; there were none.

Ms. Walsh moved to approve the Consent Agenda, and Ms. Vazquez seconded the motion. During discussion, Ms. Walsh stated she had calculated the savings from the personnel reports, which totaled \$91,000.00. She noted this amount was the cost of the pollinator garden. Ms. Walsh inquired if there was a limit for salary adjustments; Ms. Skinder stated there were limits for faculty and staff, but not for administrators. The roll was called, and all were in favor. The motion carried.

For Approval

- A. Executive Summary and Financial Statements
 - 1. Executive Summary, Board Report #18-94
 - 2. Treasurer's Report, Board Report #18-95
 - 3. Ratification for Accounts Payable Check Register, Board Report #18-96
- B. Request to Approve/Contract Extension/Lease/Purchase/Renew/Replace/Upgrade
- C. Executive Summary and Financial Statements
 - 1. Executive Summary, Board Report #18-94
 - 2. Treasurer's Report, Board Report #18-95

3. Ratification for Accounts Payable Check Register, Board Report #18-96
4. Ratification for Accounts Payable Check Register, Board Report #18-97
- D. Request to Approve/Contract Extension/Lease/Purchase/Renew/Replace/Upgrade
 1. Annual Extreme Networks Maintenance Contract, Board Report #18-98
 2. Annual Microsoft Consortia Enterprise Agreement, Board Report #18-99
 3. Design and Engineering Services for Parking Lot E, Board Report #18-100
 4. Digital Mailing/Shipping/Receiving System, Board Report #18-101
 5. Packaged HVAC Units for Building A, Board Report #18-102
 6. Online Database Services, Board Report #18-114
- E. Addendum to Joint Educational Agreement Gateway Technical College, Board Report #18-103
- F. Destruction of Closed Session Recordings, Board Report #18-104
- G. Personnel
 1. Approval of New Position Adult Education Navigator, Board Report #18-105
 2. Appointment of New Instructor of Manufacturing Technology, Board Report #18-106
 3. Appointment of Replacement Instructor of Automotive Technology, Board Report #18-107
 4. Appointment of Replacement Instructor of Biology-Anatomy and Physiology, Board Report #18-108
 5. Appointment of Replacement Instructor of Nursing, Board Report #18-109
 6. Appointment of Replacement Dean of Career and Technical Education, Board Report #18-110
 7. Salary Adjustments, Board Report #18-111
 8. Request for Retirement, Board Report #18-112

ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

No action was needed.

BOARD TRAVEL REQUESTS AND ESTIMATED COSTS, Board Report #18-113

Ms. Walsh moved to approve Board Travel Requests and Estimated Costs, Board Report #18-113, and Mr.

Allen seconded the motion. During discussion, Mr. Smith asked whether Ms. Liddell was still acting in the capacity of ICCTA Past President; Ms. Liddell replied that she would be past president through this year.

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

ICCTA REPORT

Ms. Liddell reported on the ICCTA Executive Retreat in early August; she noted that there is a fresher, younger look at the state level. More internet and technical advances are being planned to move things forward. She noted that action plans are being proposed that had not been seen in the past. She noted also that Executive Director Mike Monaghan will be retiring next year. She noted that the September meeting would be held in Peoria.

FOR INFORMATION

- A. New Employees
- B. Departures
- C. August Committee Meeting Summary
- D. Friends of McHenry County College Foundation Report
- E. Office of Marketing and Public Relations Update
- F. Office of Resource Development Update
- G. Office of Resource Development Update – Year End Report – Fiscal Year 2018
- H. Office of Sustainability Center Update

There was no discussion.

SUMMARY COMMENTS BY BOARD MEMBERS

Mr. Allen, Ms. Tirio, and Ms. Liddell praised the work done by staff for the opening of the Liebman Science Center and semester opening day. Mr. Smith expressed to Ms. Vazquez his thanks for her noble service and his best wishes for continued success. Ms. Walsh wished Ms. Vazquez the best of luck. Ms. Liddell wished Ms. Vazquez well, adding that the Board would miss her.

FUTURE AGENDA ITEMS

Future agenda items include a presentation on athletics, the possibility of an event with College Board members and Foundation Board members, and encouragement of new employees to attend a Board meeting.

CLOSED SESSION

At 7:37 p.m., Ms. Walsh moved to go into closed session to discuss matters covered under the Illinois Open Meetings Act, 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.*, and Mr. Smith 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 7:39 p.m. and closed session began at 7:45 p.m.

At 7:47 p.m., Ms. Tirio moved to come out of closed session, and Mr. Allen seconded the motion. There was no discussion. A voice vote was taken, and all were in favor. The motion carried, and closed session ended at 7:48 p.m.

APPROVAL OF MOTION TO RELEASE CLOSED SESSION MINUTES AS A RESULT OF THE SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES ACCEPTANCE OF CLOSED SESSION MINUTES, Regular Board Meeting, April 26, 2018 and Special Board Meeting, May 2, 2018

Mr. Allen moved that McHenry County College, having on August 9, 2018 conducted the semi-annual review of its closed meeting minutes required by the Open Meetings Act, approves making public the minutes of its closed meetings held during the Board meetings identified by the dates below with the specific exceptions as noted below, because they no longer require confidential treatment:

Regular Board Meeting, January 25, 2018, with text under Exception #1 (personnel, Exception #11 (litigation) redacted; Regular Board Meeting, February 22, 2018 Committee of the Whole Meeting, March 13, 2018, with text under Exception #1 (personnel) and Exception #2 (negotiations) redacted; Regular Board Meeting, March 22, 2018, with text under Exception #1 (personnel), Exception #8 (security procedures), and Exception #11 (litigation) redacted; Committee of the Whole Meeting, May 15, 2018, with text under Exception #6 (price for sale or lease of property) redacted; Mr. Allen further moves that closed meeting minutes, or specific parts thereof, remain confidential, as noted in the previous motion, and which McHenry County College previously determined to require continued confidentiality pursuant to semi-annual reviews previously conducted by the Board of Trustees.

Mr. Smith seconded the motion. The roll was called, and all were in favor. The motion carried.

ACCEPTANCE OF CLOSED SESSION MINUTES

Ms. Tirio moved to accept the closed session minutes of the Regular Board Meeting, April 26, 2018 and the Special Board Meeting, May 2, 2018. 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 7:53 p.m.