

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, February 27, 2020, in the Board Room, Room A217, in Building A on the Crystal Lake Campus. Chair Smith called the meeting to order at 6:00 p.m. When Secretary Allen called the roll, the following were present:

Mr. Rendon  
Ms. Evertsen  
Ms. Hoban  
Ms. Siddons  
Ms. Speros  
Ms. Walsh  
Mr. Smith  
Mr. Allen

Dr. Gabbard was also present. Attorney Samuel Cavnar was present as legal counsel.

COLLEGE MISSION STATEMENT

Student Trustee Rendon recited the Mission Statement.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the January 23, 2020 Regular Board Meeting were accepted as amended.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

There were no visitors requesting to speak.

PRESIDENT'S REPORT

Dr. Gabbard reported that on Wednesday, March 18, MCC will hold its first Open House for dual-credit automotive students and their families. It will be a great opportunity to tour the automotive labs, learn about automotive degrees and certificates, and receive financial aid information.

Dr. Gabbard then noted that the next session of the Forefront Speaker Series through the Center for Agrarian Learning was held on Sunday, February 23. This focused on the enhancements made in raising grass-fed beef cattle as demand continues to increase.

Construction continues on campus with additional signage installation and planned demolition of different spaces taking place. The construction on Room A258 space will begin on March 9, and wash station construction for the Center for Agrarian Learning is continuing, with installation of plumbing and heating and exterior build-outs to follow.

Dr. Gabbard then spoke about MCC's first Teaching and Learning Mini-Conference held on February 7. A total of 32 Faculty and 12 adjuncts attended to network and discuss new instructional strategies which improve teaching methods to enhance student learning.

Dr. Gabbard then informed the Board that he and his Cabinet will be discussing Coronavirus readiness at the March 2 President's Cabinet meeting. He remarked that preparations for an online learning format will be discussed, should such a response become necessary. MCC intends to stay in synch with any plans the city government may have, and in the meantime the message will be to focus on general tips for hygiene and prevention. A guest at tonight's meeting spoke up to suggest the College call an expert to campus to have conversations with students, due to the seriousness of this topic. Dr. Gabbard thanked him for his input.

#### PRESENTATION:

##### CENTER FOR AGRARIAN LEARNING/ENTREPRENEURIAL AGRICULTURE DEGREE PROGRAM

Ms. Sheri Doyel, Director of MCC's Center of Agrarian Learning provided new brochures developed to market MCC's new Agriculture Degree program, and recapped the many reasons why McHenry County College is backing this new curriculum. Focused on farming as a business, Ms. Doyel is excited about the model and curriculum the College has put together. This degree includes agriculture education on marketing, wholesale farming, cooperatives, and how to grow products in winter. Reacting to the agricultural challenges identified through a *needs assessment* administered, MCC plans to maintain nimble and relevant curriculum and training to shape its Entrepreneurial Agricultural program. There is much community excitement about the program for which Ms. Doyel is aggressively marketing prospective students. She hopes all will tell friends about the Forefront Speaker Series to keep the word spreading and the community excitement building.

##### RECOGNITION OF ICCTA OUTSTANDING FACULTY OF THE YEAR

Dr. Chris Gray recapped details surrounding the nominees and selection process for this year's ICCTA Outstanding Faculty of the Year, Dr. Judi Cameron. He remarked that Dr. Cameron is very actively involved throughout campus, is a Veteran and a mentor, and students rave about her instruction. She will be presented with a medal award next week in front of her peers.

#### COMMUNICATIONS

##### A. Faculty Report

Ms. Sarah Sullivan recapped what faculty have been involved in, among them the Teaching and Learning Mini-Conference and the VITA tax clinic which is serving multiple county constituents.

##### B. Adjunct Faculty Report

No report.

##### C. Staff Council Report

Ms. Tawnja Trimble reported that staff is enjoying being especially busy during this critical time of the semester, providing students additional help with coursework deadlines and other needs.

##### D. Student Trustee Report

Student Trustee Rendon highlighted many events held in February, most notably the series of tuition talk sessions with students and a survey administered to capture input. Also, the Student Involvement Fair showcased opportunities for students to get involved at MCC, and QPR Suicide Prevention Training was facilitated by MCC's Director of Crisis Intervention and Prevention.

##### E. Attorney Report

Attorney Cavnar reports their firm is following Coronavirus, and staying abreast of the guidance coming from local and federal agencies. They have no recommendations at this point, though Mr. Cavnar is

pleased to hear College administrators are giving thought to ways MCC may keep classes going via online learning, should the need arise.

#### APPROVAL OF CONSENT AGENDA

Trustee Evertsen motioned to accept the consent agenda as presented, seconded by Vice Chair Walsh. Chair Smith then opened the floor for questions and discussion. On a roll call vote, all were in favor of approving the consent agenda reports as presented. The motion carried.

#### **For Approval**

- A. Executive Summary and Financial Statements
  1. Executive Summary, Board Report #20-16
  2. Treasurer's Report, Board Report #20-17
  3. Ratification for Accounts Payable Check Register, Board Report #20-18
- B. 2020 ICCTA Outstanding Full-time Faculty Member Award, Board Report #20-19
- C. Addendum to Joint Educational Agreement Gateway Technical College, Board Report #20-20
- D. Request to Approve Compressed College Work Schedule for Summer 2020, Board Report #20-21
- E. Request to Approve/Implement/Lease/Purchase/Renew/Replace/Upgrade
  1. Carpet Replacement in Classrooms A345, A361, A363, Board Report #20-22
  2. Library Furniture, Board Report #20-23
  3. New Furniture in Classrooms A345, A361, A363, Board Report #20-24
  4. Cascade Content Management System License, Board Report #20-25
  5. Commvault Backup Annual Support Agreement, Board Report #20-26
  6. Landscape Maintenance Services Contract, Board Report #20-27
  7. Microsoft Premier Support Services, Board Report #20-28
  8. Parking Lot C Reconstruction, Board Report #20-29
  9. Web Migration Contractor, Board Report #20-30
- F. Personnel
  1. Request for Retirement, Board Report #20-31

#### ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA:

No items were removed from the Consent Agenda.

#### FY 2021 TUITION APPROVAL, Board Report #20-32

Chair Mike Smith asked for a motion to approve the presented tuition rate; Trustee Evertsen motioned; Trustee Siddons seconded. He then opened the floor for discussion before the vote. A majority of Trustees were pleased with administration proposing a more modest increase of \$1.50 per credit hour than previously discussed. On a roll call vote, Trustees Speros and Allen voted no; the remaining five Trustees voted in favor. Motion carried.

#### APPROVAL OF FACULTY FOR TENURE APPOINTMENT IN 2020-2021, Board Report #20-33

Chair Smith asked for a motion to approve; Trustee Siddons motioned; Vice Chair Walsh seconded. No discussion was needed, and on a roll call vote all voted in favor. Motion carried.

#### BOARD POLICY MANUAL, SECOND READINGS

- A. 2.1.1 Investments, Second Reading and Approval, Board Report #20-34
- B. 2.15 Reimbursement of Travel, Meal and Lodging Expenses; Exhibit A-Permissible Travel Expenses, Second Reading and Approval, Board Report #20-35
- C. 3.1.2.1 Equal Opportunity and Non-Discrimination, Second Reading and Approval, Board Report #20-36
- D. 6.2.3 Discrimination, Harassment and/or Anti-Violence, Second Reading and Approval, Board Rpt #20-37

- E. 6.1.3 Drug Free Schools and Communities Act Policy, Second Reading and Approval, Board Report #20-38
- F. 6.1.4 Drug and Alcohol-Free Workplace, Second Reading and Approval, Board Report #20-39
- G. 6.1.5 Smoke and Tobacco-Free Campus, Second Reading and Approval, Board Report #20-40

Chair Smith read the recommendations for each of the seven proposed policy changes brought forth for Second Reading, and asked for a motion to approve. Trustee Hoban motioned; Trustee Speros seconded. On a roll call vote, all voted in favor; motion carried.

#### FOR INFORMATION

- A. New Employees
- B. Employee Resignations and Retirement Notifications
- C. February Committee Meeting Summary
- D. Friends of McHenry County College Foundation Update
- E. Office of Marketing and Public Relations Update
- F. Office of Resource Development Update
- G. Sustainability Center Update

Chair Smith mentioned each of the above information reports provided, opening the floor for discussion and questions; there were none.

#### FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS

Trustee Hoban mentioned recently enjoying dinner at MCC's Tartan Bistro, indicating it was phenomenal.

Trustee Siddons thanked the Board for the respectful process in which it considered the tuition increase.

Vice Chair Walsh pointed out that the United Way brochures and pledge forms were provided as handouts tonight, encouraging all to consider a contribution. She asked that at a future meeting there be a recap of the results of the CCSSE survey which is done every three years. She is interested in what can be learned from this student engagement survey.

Student Trustee Rendon remarked on how professional and modern the new signs look in the main campus hallways, and how helpful they are to students.

Trustee Speros commented that she has recently attended several men's and women's basketball games, a reception for Voices & Skyway Select - the MCC student artwork exhibition in Woodstock, and also attended several classes on campus to experience the learning happening within MCC classrooms.

Trustee Evertsen voiced that MCC's Center for Agrarian Learning partnership with Farm Bureau is important, and also urges we stay on top of related legislation being proposed within the state, in terms of what municipalities may impose on its residents. Mr. Cavnar will summarize related findings for the Board.

Chair Smith commended the MCC women's basketball team as they advance in the semi-finals, noting their great record of 24-4 in the regular season.

#### CLOSED SESSION

There was no closed session held.

#### ACCEPTANCE OF CLOSED SESSION MINUTES: Closed Session of Regular Meeting, January 23, 2020

Approval of minutes of the January 23, 2020 Closed Session meeting was tabled.

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 7:32 p.m.

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Mary Cornett, Recording Secretary

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Thomas E. Allen, Board Secretary