

**BOARD OF TRUSTEES**  
**McHENRY COUNTY COLLEGE DISTRICT #528**

Thursday, October 26, 2023  
Regular Board Meeting  
6:00pm



MCC Board Room, A217  
8900 U.S. Highway 14  
Crystal Lake, IL 60012

**AGENDA**

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. COLLEGE MISSION STATEMENT
5. ACCEPTANCE OF AGENDA
6. ACCEPTANCE OF MINUTES: Budget Hearing, September 28, 2023  
Regular Board Meeting, September 28, 2023
7. OPEN FOR RECOGNITION OF VISITORS  
*Three (3) minutes per person or less.*
8. PRESIDENT'S REPORT: Dr. Clinton Gabbard
9. COMMUNICATIONS
  - A. Faculty Report: Ms. Sarah Sullivan
  - B. Adjunct Faculty Report: Dr. Mark Rockwell
  - C. Staff Council Report: Mr. David Behrens
  - D. Student Trustee Report: Ms. Liza Smith
  - E. Attorney Report
10. APPROVAL OF CONSENT AGENDA  
**For Approval**
  - A. Executive Summary and Financial Statements
    1. Executive Summary, Board Report #23-136
    2. Treasurer's Report, Board Report #23-137
    3. Ratification for Accounts Payable Check Register August, Board Report #23-138
  - B. Request to Approve/Implement/Lease/Purchase/Renew/Replace/Upgrade
    1. Academic Calendar, Board Report #23-139
    2. Dell Leased Computers, Board Report #23-140
    3. LinkedIn Learning, Board Report #23-141
    4. Food and Beverage Supplies for MCC Culinary Program, Board Report #23-142
    5. Security Access and Camera System for University Center at MCC, Board Report #23-143
    6. ACUE Effective Teaching Practices Certificate Program Agreement, Board Report #23-144
11. ACTION ON ITEMS REMOVED FROM CONSENT AGENDA
12. APPROVAL OF THE 2023 ESTIMATED TAX LEVY AND ADOPTION OF ESTIMATED TAX LEVY RESOLUTION,  
Board Report #23-145
13. RENOVATIONS FOR THE UNIVERSITY CENTER AT MCC, Board Report #23-146

14. FOR INFORMATION

- A. New Employees
- B. Employee Resignations and Retirement Notifications
- C. Friends of McHenry County College Foundation Update
- D. Grants Office Update
- E. Office of Marketing and Public Relations Update
- F. Center for Agrarian Learning Update
- G. Sustainability Center Update
- H. Workforce Development Update

15. FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS

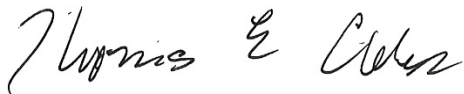
16. CLOSED SESSION

- A. 120/2(c), Exception #21, Review of Closed Session Minutes
- B. Other matters as pertain to the exceptions of the Open Meetings Act

17. APPROVAL OF MOTION TO RELEASE CLOSED SESSION MINUTES AS A RESULT OF THE SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES

18. ACCEPTANCE OF CLOSED SESSION MINUTES: Regular Board Meeting of November 17, 2022 & January 26, 2023

19. ADJOURNMENT

A handwritten signature in black ink, appearing to read "Thomas E. Allen". The signature is written in a cursive, flowing style.

Thomas E. Allen  
Chair

# Faculty Spotlight

October 2023

**Becky Smith** (Instructor, Occupational Therapy Assistant Program) - Becky Smith joins Lisa Dent on WGN radio to talk about her plans to run the [Bank of America Chicago Marathon](https://wgnradio.com/lisa-dent/local-mom-plans-to-run-chicago-marathon-in-memory-of-late-husband/) this weekend with her two sons, Hunter and Rylan, in the memory of her late husband Rob who died of stage 4B esophageal cancer. <https://wgnradio.com/lisa-dent/local-mom-plans-to-run-chicago-marathon-in-memory-of-late-husband/>



**Irina Yzeri** (Instructor, Chemistry) – is doing the HS career day workshops on November 3rd. She is also finishing up her MOLA and OER certificates through ION this semester. She is also part of the new ACUE cohort through our CTL.

**Kim Tipton** (Reference Librarian) - organized and presented at the library program: *Freedom of Expression: Exploring Issues of Censorship in Art, Books, and Music*. It was held 10/04 in the library and was a cross-collaboration between library, art, and music departments. She is also finishing her ION MOT certificate on 10/16.

**Julie Freelove** (Instructor, Administrative Office Mgmt) - completed the Foundations of Accessibility for Educators ION course, towards the Digital Accessibility for Educators (DAE) Certificate. She has one more class to complete towards earning this certificate.

**Matt Irie** (Instructor, Art/Two Dimensional Studio Art) – Has an exhibition of his *Arresting*



*Gestures* paintings (2018-2021) at South Suburban College's Lee Dulgar Gallery in South Holland, IL. At the same time there is a solo exhibition of his new work up at Cleaner Gallery & Projects in Chicago. The show is titled *Some of All* and it will be up from September 15 - October 28. There was an opening reception on Friday, September 8 from 6pm - 9pm.

<https://www.cleangallery.com/>

In the future he will be in a two-person exhibition with SAIC professor Claire Ashley at Rockford University's Fine Arts Gallery from October 30 - December 8. Cosmic Loops by Claire Ashley & Matt Irie will be on display from October 30 - December 8. There is a reception Friday, November 10<sup>th</sup> from 6-8pm and an Artist Talk at 7pm.

<https://www.rockford.edu/artslectures/artgallery/>

**Robin Berry** (Instructor of Paralegal Studies) - organized the MCC Paralegal Program Presents an author book reading at the MCC Library on September 28th. This was an historic event as the library had never before had such an event. Local attorney and author Donna Kelly read excerpts from four of her novels (THE DESCENT: A Halloween Novel and The Cheney Manning series: "Cop Eyes;" "In Heels, She Goes;" and "The Homecoming Queen's Son," all of which are available at the library). They had over 30 in attendance.





**Sherry Ridge** (Instructor of Business) - successfully defended her dissertation, Supporting College Student Success by Meeting Social Service Needs: A Quantitative Quasi-experimental Study, on September 8. Her doctoral program has been completed; she finishes with an Education Leadership doctoral and an emphasis on Higher Education.



**THURSDAY, OCTOBER 12, 2023**  
 11:30 A.M.-1 P.M. | MCC SCOT ROOM (B178)  
 Learn the do's and don'ts of formal dining while enjoying delicious food created by our very own MCC student chefs! At this event, you'll learn:

- What not to do at a dining table.
- How to choose the correct eating utensil and use it properly.
- Effective and professional small talk (what to discuss and topics to avoid).
- Proper dress for a professional setting.
- How to submit your attendance as part of your e-portfolio professionalism artifact.



**REGISTRATION REQUIRED.**  
 Scan the QR code to register.

**Presenters:** Tina Drzal, Amy Neff, and Carol Gerber

**Program Sponsors:**  
 Business Club, Business Department, Career Services, and Sweet Scots Bakery

The Business Department is sponsoring a Lunch Etiquette and the 7<sup>th</sup> annual Dinner with Dads in Business featuring franchise

owners in October. The Business Club meets on Tuesday's at 11:30 a.m. in A102 and via Zoom. Carol Gerber has joined as a co-advisor.

**Sherry and Guin Mathey** along with retention specialist Amanda Baudin and Lynn Widhalm embarked on their 5<sup>th</sup> year working with the Men's Basketball Team, meeting twice weekly for Success Time. They have 9 returning and 11 new student athletes. They come from as far as Green Bay, WI to right here in Crystal Lake. Maki Morh a student from Robin and Sherry's first year working with the team came to visit. He graduated with his bachelors and will be playing professionally in Europe.

**Sarah Sullivan** (Instructor, History) presented a lecture at Del Webb on 9/29 on the topic of *Witches*. She is reviewing the textbook *America* by David Shi for Norton publishing. She has also been hard at work on the board of Habitat for Humanity of Northern Fox Valley. Among Habitat's builds are several houses on Eletson Ave and Gail Ave in Crystal Lake.



**Katherine Midday** (English faculty and Learning Communities Chairperson) - coordinated an event at MCC for the North Suburban Catholic Conference and McHenry Deanery volleyball players.



**Robin Deak** (Psychology Instructor) presented “When OCD Hits Home” on September 21, 2023, for the Faculty Speaker Series: Experts and Insights. Robin discussed information about the disorder including diagnoses, treatment, misconceptions, and stigma. She blended her family’s real-life experiences with the disorder and offered hope to those in the audience. Approximately 134 individuals attended, and Robin spoke to many students and community members individually following the talk.



**Tina Drzal** (Instructor and Program Chair, Culinary Management) - started a small culinary related community outreach. She has a student involved in Phi Theta Kappa who has volunteered to drop off some treats each week to a variety of fellow non-profit or community partners. They are hoping to increase the awareness of the program and the Sweet Scots Bakery. Last week they dropped off bread to the Family Health Partnership Clinic. This week they dropped off banana muffins to the Crystal Lake Police Department.

**Elizabeth Nelson** (Cataloging & Collection Development Librarian and Library Department Chair)

- On June 1st she presented at the CARLI Instruction Showcase with **Kim Tipton** on *Meeting the Information Literacy Needs of Dual Credit Students*.

-In May she completed the year-long Equity, Diversity, & Inclusion Learning Cohort through RAILS, which is our library system. This cohort was an opportunity to discuss EDI initiatives specifically in the context of libraries, library resources, and services.

-She completed two ION courses -- External Advocacy for Online Leaders and Student Support for Online Leaders. These are part of the MOLA certificate.

-In June she attended the American Library Association Annual Conference in Chicago.



At the Core President's Program, she was awarded a Core Presidential Citation for my work on *Library Leadership & Management*. She has been appointed to a second term as editor of *Library Leadership & Management* by the Core Board.

-She had a book chapter, "More Inclusive Collection Development," accepted for publication in the book *The Community College Library: Collections & Tech Services*. The chapter focuses on the ways community college libraries can examine their collection development policies to ensure they are meeting the needs of the students and community. The book is expected to be published by ACRL this fall.

-She has been appointed to an ACRL/CJCLS (Association of College and Research Library/Community and Junior Colleges Library Section) committee on Scholarly Research for a two-year term that began in July.

-She has also been selected to co-chair the CARLI (Consortium of Academic and Research Libraries in Illinois) Electronic Resources Management Committee for a one-year term July 2023 – June 2024.

**Julie Freelove** (Instructor, Administrative Office Mgmt) - completed the Foundations of Accessibility for Educators ION course, towards the Digital Accessibility for Educators (DAE) Certificate. She has one more class to complete towards earning this certificate.

**Tina Drzal** (Instructor and Program Chair, Culinary Management) - started a small culinary related community outreach. She has a student involved in Phi Theta Kappa who has volunteered to drop off some treats each week to a variety of fellow non-profit or community partners. They are hoping to increase the awareness of the program and the Sweet Scots Bakery. Last week they dropped off bread to the Family Health Partnership Clinic. This week they dropped off banana muffins to the Crystal Lake Police Department.

**Jim Stockwell** (Instructor, Film and Broadcast Journalism) – finished a graduate course in *Hollywood Historiography* as part of his pursuit of a second master's degree in film and media studies from Arizona State University. He has now completed 8 of the 10 courses for the program and should be granted a MAS in the Fall of 2024. On September 9<sup>th</sup>, he announced a community softball game for St. Patrick's Church in McHenry. He hotly contested game was enhanced by my incredible and insightful observations and Dad jokes. Our MCC Women's tennis team finished the regular season 8 – 0 and earned the Skyway Conference Championship. We look to capture the Regional Title on October 13<sup>th</sup> and 14<sup>th</sup> and earn a birth in the National Tournament in May of 2024.

**Starr Nordgren** (Instructor, English) - completed a graduate course through Dominican University: Rethinking Student Thinking to Improve Student Learning.



### Student Trustee Report

The semester is halfway through as spooky season arrives with cold weather and the end of daylight savings. Students are feeling the grind of academics with assignments, papers, and midterm exams that have reared their ugly heads. Student leaders who guide other students have taken advantage of some opportunities within the campus through the mentoring program. Student leaders have now been teamed up with staff who provide another level of mentorship, and give encouragement during obstacles, identifying and providing resources while sharing feedback for success. These tools will go with the students as they move forward in their schooling and life.

October is not only filled with academics and cold weather, but with student events. The Dinner with Dads event was a truly successful occasion co-sponsored by the MCC Business Department, Career Services, and the Student Business Club. On October 19, excited students broke bread in the Scot Room during a panel discussion about success in business and learning about being a franchise owner. This month, Goodwill joined up with McHenry County College's Sustainability Center. Individuals could drop off clothing, shoes, accessories, small electronics, appliances, housewares, games, books, sports equipment, DVDs (which is in abundance with storing them electronically), computers, linens, and blankets. Another active student organization, Students Peace Action Network (SPAN), whose mission is "working for peace and justice locally and globally through education and action," collaborated with the Compassion for Campers organization. Patrick Murfin, leader of Compassion for Campers, presented on the purpose of the organization and how it helps people who are unhoused. Attendees were able to donate hygiene items, first aid kit items, non-perishables, and camping equipment to support the mission.

Executive Summary

Information

Attached is the Executive Summary of financial information with year-to-date results for FY 2024 through the month of September.

Recommendation

It is recommended that the Board of Trustees accepts the Executive Summary as presented.



Clinton E. Gabbard  
President

## Executive Summary

Fiscal Year 2024 is currently 24.9% complete with the year-to-date results ending September 30, 2023 being reported. In the Operating Funds, total revenue is 20.3% of budget, as compared with 19.0% at the same time last year. Total expenditures are 15.6% of budget, as compared with 14.5% of budget at the same time last year. The Operating Funds include both the Education Fund and the Operations and Maintenance Fund, and together comprise most of the instruction and instructional support activities of the College. The following items relate to the Operating Funds (Fund 01 and Fund 02) as a whole:

### Revenue

- Local governmental is 25.2% of budget and up \$22,284 (0.3%) from last year at this time. FY 2024 revenue is \$7,218,596 vs. FY 2023 revenue of \$7,196,311. For FY 2024, this revenue is derived from 50% of the 2022 tax levy (as approved by the Board in November 2022) and 50% of the 2023 tax levy (to be approved by the Board in November 2023).
- State government is 26.9% of budget and up \$1,690,819 (149.1%) from last year at this time. FY 2024 revenue is \$2,825,063 vs. FY 2023 revenue of \$1,134,244.
- Federal government is 0.0% of budget and even \$0 (0.0%) from last year at this time. FY 2024 revenue is \$0 vs. FY 2023 revenue of \$0.
- Student tuition and fees is 34.2% of budget and up \$204,687 (4.4%) from last year at this time. FY 2024 revenue is \$4,907,046 vs. FY 2023 revenue of \$4,702,359. Budgeted tuition and fees revenue is calculated based on a calculated net billable credit hours and not total reported credit hours, which includes dual credit. Dual credit only generates tuition revenue if these classes are held on campus with our instructors.
- Sales and service fee is 29.0% of budget and up \$9,586 (23.3%) from last year at this time. FY 2024 revenue is \$50,801 vs. FY 2023 revenue of \$41,215. Activity in this area is comprised primarily from the Kids and College, Fitness Center, Horticulture Sales, and Sweet Scots.
- Facilities is 9.5% of budget and even \$0 (0.0%) from last year at this time. FY 2024 revenue is \$1,800 vs. FY 2023 revenue of \$1,800. Revenue in this category is comprised of the leasing of the land owned by the College to the radio station and as farmland.
- Investment is 70.3% of budget and up \$337,634 (251.2%) from last year at this time. FY 2024 revenue is \$203,246 vs. FY 2023 revenue of -\$134,387.
- Nongovernmental gifts, scholarships, grants & bequests is 4.5% of budget and even \$0 (0.0%) from last year at this time. FY 2024 revenue is \$500 vs. FY 2023 revenue of \$500. Activity is due to contributions from the Foundation for faculty requested needs (travel, software, etc.).
- Other is 5.6% of budget and up \$47,448 (3.1%) from last year at this time. FY 2024 revenue is \$1,596,598 vs. FY 2023 revenue of \$1,549,151. The main items in this category consists largely of Employee Health Insurance Contributions, which account for \$1,574,343, Retiree Health contributions, which account for \$315, Other Misc. Income, which account for \$5,853 with the remaining balance being made up of smaller accounts such as NSF charges, assorted fines, fees, and miscellaneous income all of which total \$16,087. The large variance to budget is the result of the "On-Behalf Payment" for the employer's pension contribution for employees made by the State. For FY 2023 that "On-Behalf Payment" was \$11,174,056.

## Expenditures

- Salaries expenditures are 23.6% of budget and up \$513,089 (8.0%) from last year at this time. FY 2024 expenditures are \$6,915,507 vs. FY 2023 expenditures of \$6,402,418.
- Employee benefit expenditures are 7.3% of budget and up \$260,158 (12.0%) from last year at this time. FY 2024 expenditures are \$2,424,422 vs. FY 2023 expenditures of \$2,164,265. ***This line item is dependent on the health experience or the use of benefits by the employee group and their own independent choice of coverage. Therefore, it will always be difficult to budget in advance to any degree of certainty and will experience good years and bad years as a result.*** This account group will always be significantly below budget until year-end adjustments are made for SURS contributions paid by the State on behalf of the employees. The amount expensed for SURS contributions are about \$11-21 million annually depending on the actuarial tables maintained by the State. However, this expense is offset by an equal amount in “other revenue” and therefore has no effect on the operating performance of the College.
- Contractual services expenditures are 19.4% of budget and up \$59,879 (6.4%) from last year at this time. FY 2024 expenditures are \$990,671 vs. FY 2023 expenditures of \$930,792. The account includes contractual services for custodial services, legal services, construction management, roads and grounds, and architectural type services.
- Materials and supplies expenditures are 23.5% of budget and up \$158,462 (24.5%) from last year at this time. FY 2024 expenditures are \$805,974 vs. FY 2023 expenditures of \$647,512.
- Travel and meeting expenditures are 8.5% of budget and up \$11,156 (42.9%) from last year at this time. FY 2024 expenditures are \$37,177 vs. FY 2023 expenditures of \$26,020.
- Fixed charges expenditures are 23.0% of budget and up \$46,412 (14.2%) from last year at this time. FY 2024 expenditures are \$372,610 vs. FY 2023 expenditures of \$326,198. Included in this category are bond principal, interest payments, lease payments, and general insurance.
- Utilities expenditures are 14.2% of budget and up \$52,420 (44.4%) from last year at this time. FY 2024 expenditures are \$170,437 vs. FY 2023 expenditures of \$118,017.
- Capital Outlay expenditures are 0.4% of budget and up \$8,847 (398.8%) from last year at this time. FY 2024 expenditures are \$6,629 vs. FY 2023 expenditures of -\$2,219. ***Please be aware that large projects started in one fiscal year may cross into a new fiscal year and will therefore have an impact on two fiscal years (i.e. one year under budget and the next over budget).***
- Other expenditures are 26.4% of budget and up 11,659 (4.8%) from last year at this time. FY 2024 expenditures are \$252,288 vs. FY 2023 expenditures of \$240,629. The main category of expenses includes tuition waivers, tuition related refunds, and miscellaneous expense.
- Contingency expenditures are 0.0% of budget and even \$0 (0.0%) from last year at this time. FY 2024 expenditures are \$0 vs. FY 2023 expenditures of \$0.



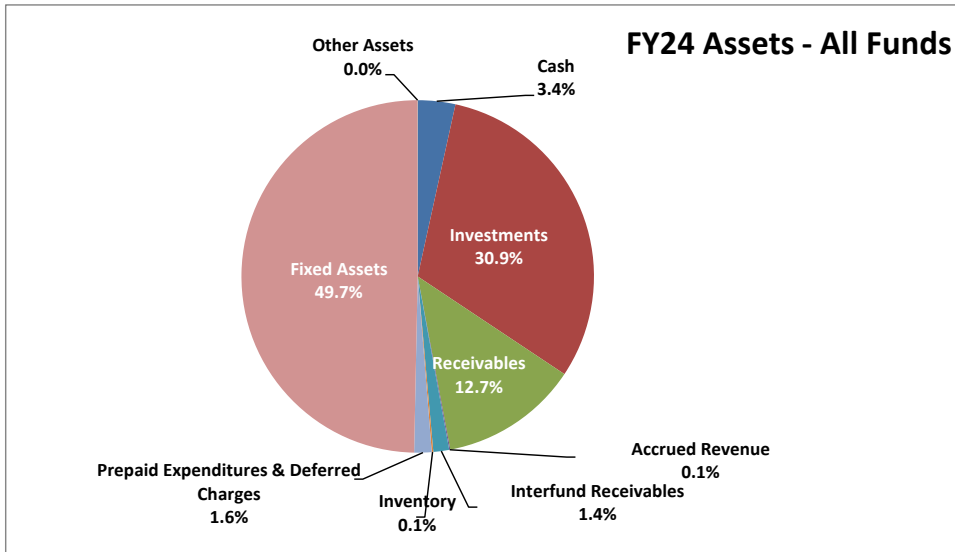
Clinton E. Gabbard  
President

All Funds Statement of Net Position (Balance Sheet)  
September 30, 2023

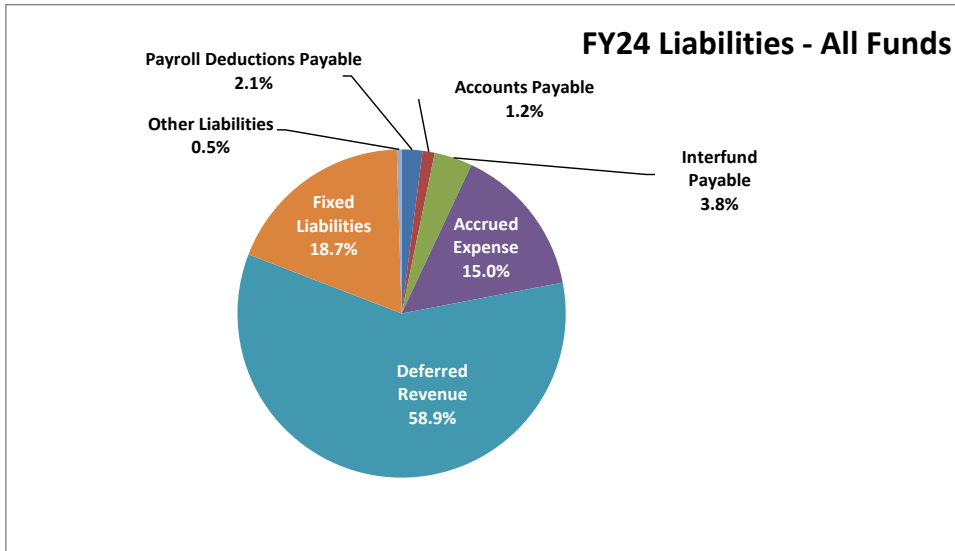
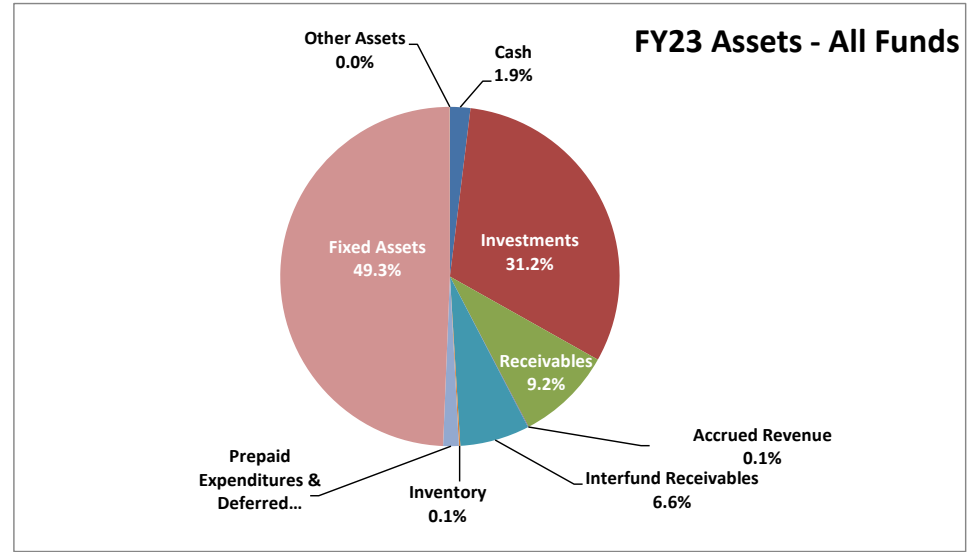
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All Funds	Education Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliary Enterprises Fund	Restricted Purposes Fund	Working Cash Fund	General Fixed Asset Fund	General Long-Debt Fund	Trust & Agency Fund	Audit Fund	Liability Protection & Settlement Fund	OPEB Fund	
<b>Assets</b>														
Cash	5,122,120	669,175.10	1,518,526	-	721,978.68	108,683	827,006	95,646	-	-	446,729	84,375	-	650,000
Investments	45,980,182	25,011,891	5,269,139	10,629,535	-	-	2,962,776	-	-	-	-	2,106,842	-	
Receivables	18,879,778	16,957,120	859,428	-	-	8,498	1,032,605	-	-	-	2,124	20,002	-	
Accrued Revenue	147,180	67,266	14,839	41,757	-	-	-	13,148	-	-	-	10,171	-	
Interfund Receivables	2,154,603	3,738,936	(0)	(300,000)	(0)	300,000	(1,584,333)	-	-	-	(0)	0	-	
Inventory	213,173	-	-	-	-	213,173	-	-	-	-	-	-	-	
Prepaid Expenditures & Deferred Charges	2,372,032	1,557,806	33,475	-	-	1,177	203,003	-	-	78,144	-	229,888	268,537	
Fixed Assets	73,894,619	-	-	-	-	-	-	73,894,619	-	-	-	-	-	
Other Assets	16,239	-	-	-	-	-	-	-	16,239	-	-	-	-	
<b>Total Assets</b>	<b>148,779,925</b>	<b>48,002,195</b>	<b>7,695,407</b>	<b>10,371,291</b>	<b>721,979</b>	<b>631,531</b>	<b>478,281</b>	<b>3,071,570</b>	<b>73,894,619</b>	<b>94,383</b>	<b>446,729</b>	<b>86,499</b>	<b>2,366,903</b>	<b>918,537</b>
<b>Liabilities</b>														
Payroll Deductions Payable	1,180,656	1,032,693	30,554	-	-	109,772	7,637	-	-	-	-	-	-	
Accounts Payable	685,353	655,510	-	-	-	1,998	27,845	-	-	-	-	-	-	
Interfund Payable	2,154,603	-	-	575,365	-	-	-	-	-	-	-	1,579,238	-	
Accrued Expense	8,608,394	-	-	-	-	-	-	-	(16,226)	-	-	-	8,624,620	
Deferred Revenue	33,829,918	16,384,260	1,389,238	-	-	-	-	-	-	-	18,763	175,645	15,862,011	
Fixed Liabilities	10,725,466	-	-	1,017,695	-	-	-	-	9,707,770	-	-	-	-	
Other Liabilities	268,079	48,227	-	-	-	219,852	-	-	-	-	-	-	-	
<b>Total Liabilities</b>	<b>57,452,469</b>	<b>18,120,691</b>	<b>1,419,792</b>	<b>1,593,060</b>	<b>-</b>	<b>331,622</b>	<b>35,482</b>	<b>-</b>	<b>9,691,545</b>	<b>-</b>	<b>18,763</b>	<b>1,754,884</b>	<b>24,486,631</b>	
<b>Designated Fund Balance</b>	<b>91,327,457</b>	<b>29,881,505</b>	<b>6,275,616</b>	<b>8,778,231</b>	<b>721,979</b>	<b>299,910</b>	<b>442,799</b>	<b>3,071,570</b>	<b>73,894,619</b>	<b>(9,597,162)</b>	<b>446,729</b>	<b>67,736</b>	<b>612,019</b>	<b>(23,568,094)</b>
<b>Assigned Fund Balance</b>														
33% Unassigned for annual budgeted expenditures	19,991,325	18,178,522	1,812,803	-	-	-	-	-	-	-	-	-	-	-
Other Designated Reserves	0	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Improvement/Investment in Capital Assets	82,672,850	-	-	8,778,231	0	-	-	73,894,619	-	-	-	612,019	-23,568,094	
Liabilities, Protection, and Settlement	-32,663,845	-	-	-	-	-	-	-	-9,707,770	-	-	-	-	
Working Cash/Other Restricted	2,707,264	-	-	-	-	442,799	1,750,000	-	-	446,729	67,736	-	-	
<b>Remaining Unassigned Balance</b>	<b>18,619,863</b>	<b>11,702,983</b>	<b>4,462,813</b>	<b>0</b>	<b>721,979</b>	<b>299,910</b>	<b>0</b>	<b>1,321,570</b>	<b>0</b>	<b>110,609</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

All Funds Statement of Net Position (Balance Sheet)  
September 30, 2023

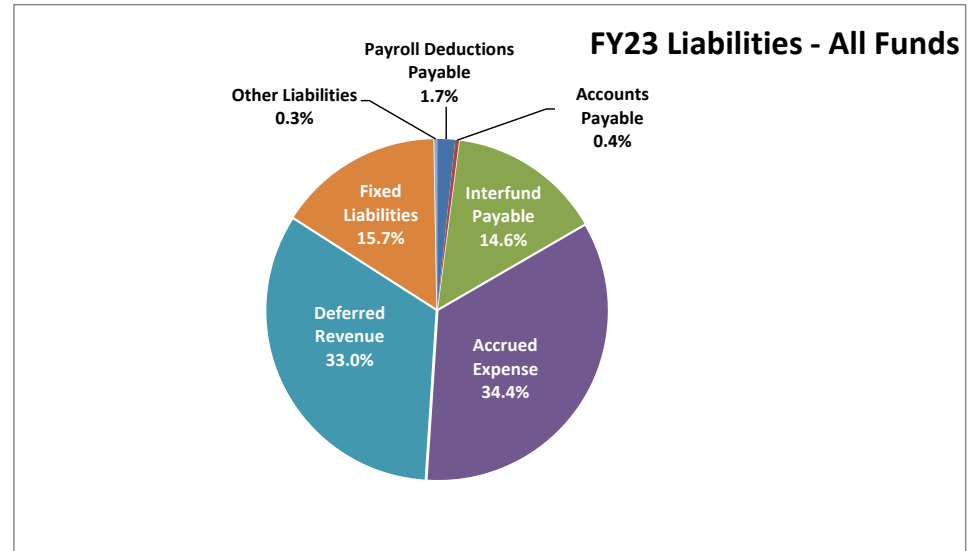
Total Assets = \$ 148,779,925



Total Assets = \$ 145,849,026



Total Liabilities = \$ 57,452,469



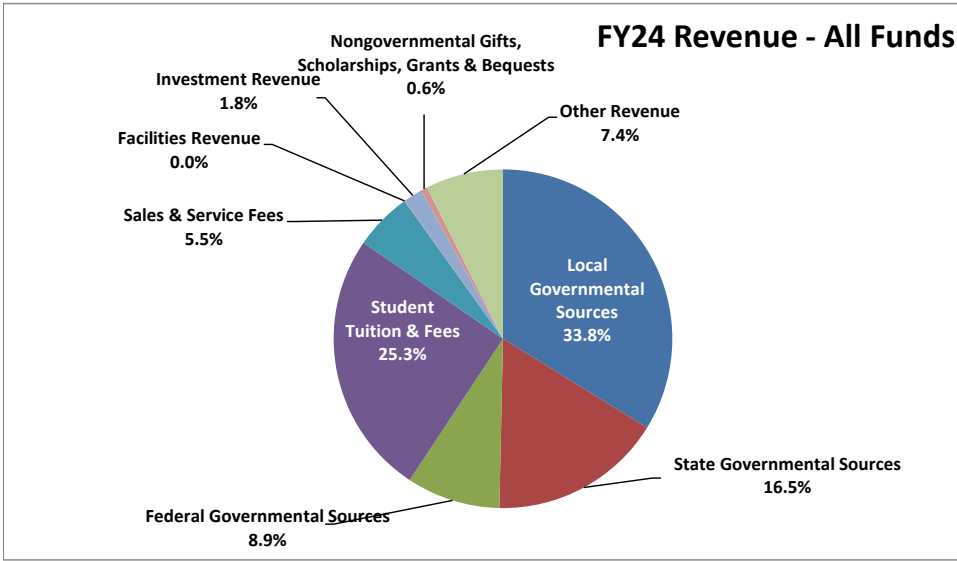
Total Liabilities = \$ 63,828,507

All Funds Statement of Activities (Income Statement)  
September 30, 2023

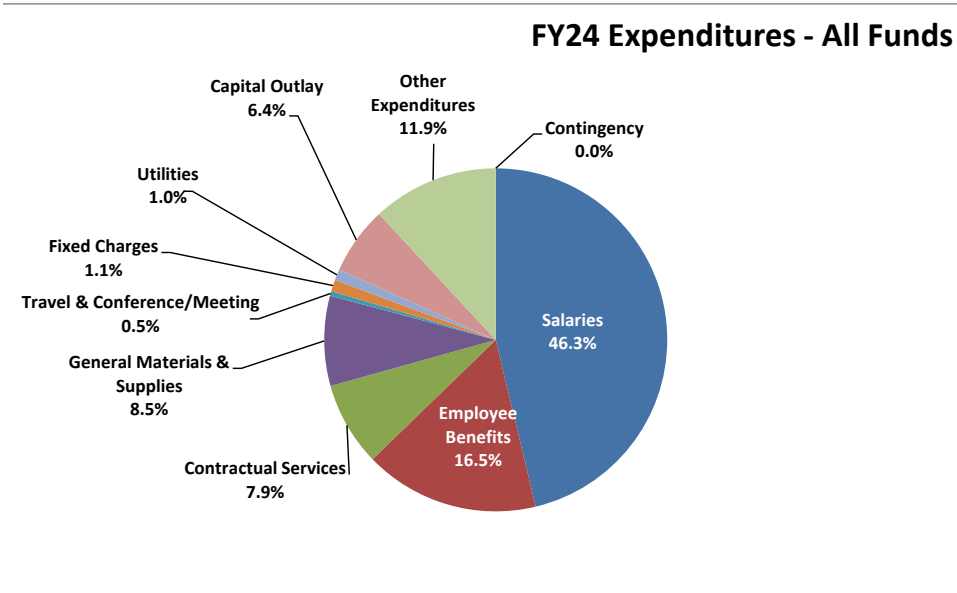
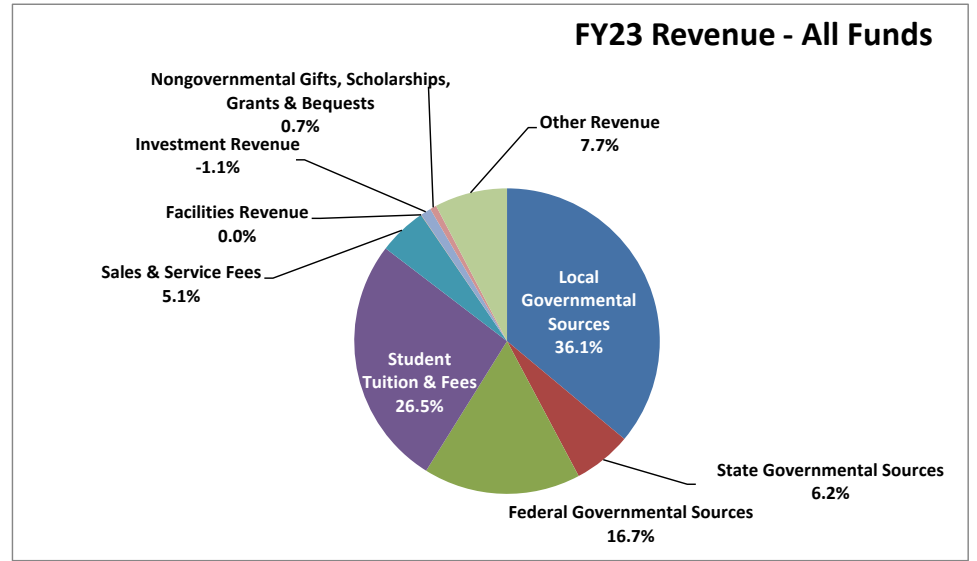
	01	02	03	04	05	06	07	08	09	10	11	12	17	
All Funds	Education Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond and Interest	Auxilliary Entrerprises Fund	Restricted Purposes Fund	Working Cash Fund	General Fixed Asset Fund	General Long-Debt Fund	Trust & Agency Fund	Audit Fund	Liability Protection & Settlement Fund	OPEB Fund	
<b>Revenue</b>														
Local Governmental Sources	7,413,004	6,554,402	664,194	-	-	-	-	-	-	-	18,763	175,645	-	
State Governmental Sources	3,626,166	2,558,281	266,781	-	-	801,104	-	-	-	-	-	-	-	
Federal Governmental Sources	1,961,676	-	-	-	-	1,961,676	-	-	-	-	-	-	-	
Student Tuition & Fees	5,549,938	4,574,135	332,911	43,979	410,474	188,440	-	-	-	-	-	-	-	
Sales & Service Fees	1,210,023	50,801	-	-	-	1,159,222	-	-	-	-	-	-	-	
Facilities Revenue	6,815	1,800	-	-	-	5,015	-	-	-	-	-	-	-	
Investment Revenue	402,455	135,653	67,593	134,045	-	-	38,077	-	-	-	-	27,088	-	
Nongovernmental Gifts, Scholarships, Grants & Bequests	132,854	500	-	-	-	87,184	-	-	-	45,170	-	-	-	
Other Revenue	1,625,806	1,596,578	20	928,787	-	-	-	-	(928,787)	29,208	-	-	-	
<b>Total Revenue</b>	<b>21,928,739</b>	<b>15,472,150</b>	<b>1,331,499</b>	<b>1,106,810</b>	<b>410,474</b>	<b>1,352,677</b>	<b>2,849,964</b>	<b>38,077</b>	<b>-</b>	<b>(928,787)</b>	<b>74,378</b>	<b>18,763</b>	<b>202,733</b>	
<b>Expenditures</b>														
Salaries	7,687,261	6,763,817	151,690	-	-	436,774	334,980	-	-	-	-	-	-	
Employee Benefits	2,741,714	2,375,928	48,494	-	-	72,560	77,084	-	-	-	-	167,648	-	
Contractual Services	1,315,643	595,026	395,645	-	-	172,837	152,134	-	-	-	-	-	-	
General Materials & Supplies	1,407,724	715,043	90,930	-	-	472,120	129,630	-	-	-	-	-	-	
Travel & Conference/Meeting	74,817	36,355	822	-	-	12,345	25,295	-	-	-	-	-	-	
Fixed Charges	179,584	346,520	26,090	-	132,000	2,278	-	-	(353,168)	-	-	25,864	-	
Utilities	170,437	41,787	128,650	-	-	-	-	-	-	-	-	-	-	
Capital Outlay	1,064,422	6,629	-	1,034,680	-	-	-	23,113	-	-	-	-	-	
Other Expenditures	1,977,812	252,288	-	-	-	2,930	1,673,746	-	-	48,848	-	-	-	
Contingency	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Total Expenditures</b>	<b>16,619,414</b>	<b>11,133,393</b>	<b>842,322</b>	<b>1,034,680</b>	<b>132,000</b>	<b>1,171,843</b>	<b>2,392,870</b>	<b>-</b>	<b>23,113</b>	<b>(353,168)</b>	<b>48,848</b>	<b>-</b>	<b>193,512</b>	
<b>Excess/(deficit) of revenues over expenditures</b>	<b>5,309,325</b>	<b>4,338,757</b>	<b>489,178</b>	<b>72,130</b>	<b>278,474</b>	<b>180,834</b>	<b>457,093</b>	<b>38,077</b>	<b>(23,113)</b>	<b>(575,619)</b>	<b>25,530</b>	<b>18,763</b>	<b>9,221</b>	
Operating transfers in	-	-	-	-	-	-	-	-	-	-	-	-	-	
Operating transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-	
Beginning Fund Balance	86,018,132	25,542,747	5,786,438	8,706,101	443,505	119,076	(14,294)	3,033,493	73,917,732	(9,021,543)	421,199	48,973	602,798	(23,568,094)
Ending Fund Balance	91,327,457	29,881,505	6,275,616	8,778,231	721,979	299,910	442,799	3,071,570	73,894,619	(9,597,162)	446,729	67,736	612,019	(23,568,094)

All Funds Statement of Activities (Income Statement)  
September 30, 2023

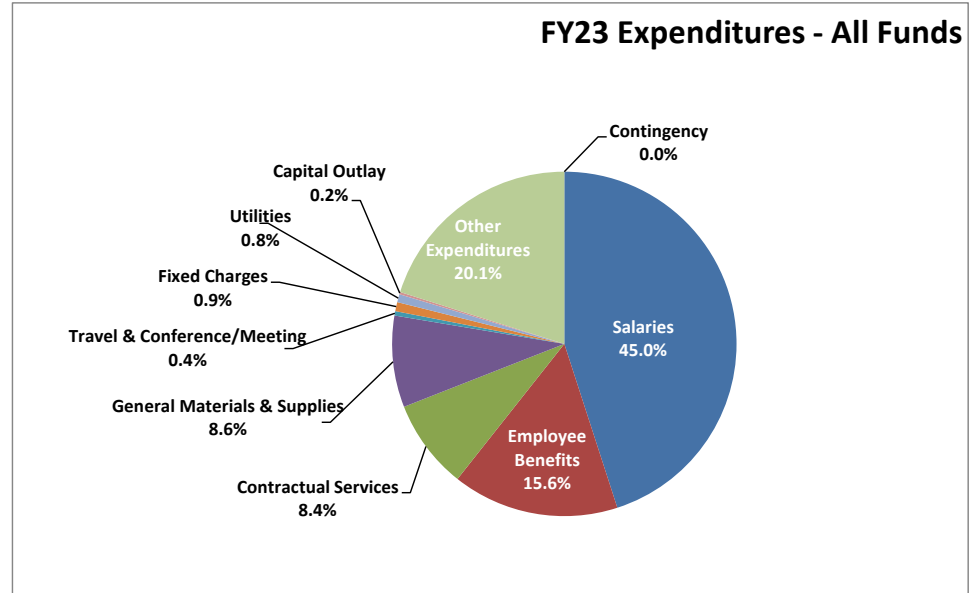
Total Revenue = \$ 21,928,739



Total Revenue = \$ 20,031,361



Total Expense = \$ 16,619,414



Total Expense = \$ 15,686,115



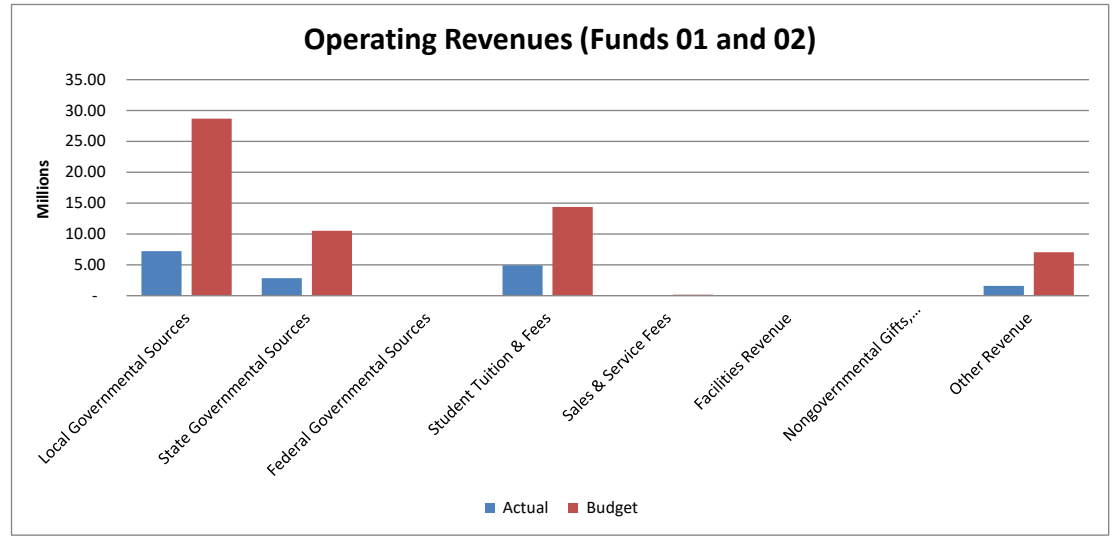
Operating Funds  
Net of SURS/Investments

**Operating (Funds 01 & 02) Statement of Activities (Net of SURS/Investments)**  
**September 30, 2023**

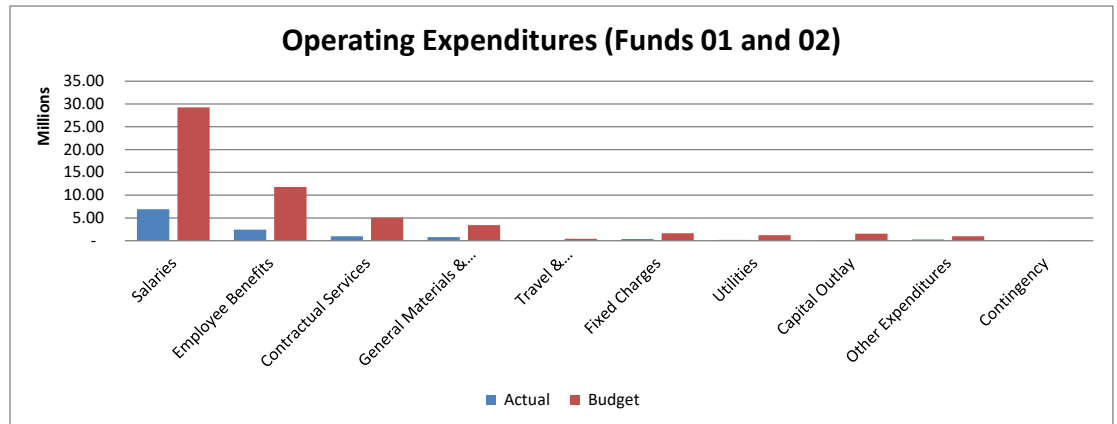
	FY24			FY23		FY23			FY24 Act.	
	YTD Actual	YTD Budget	Full Budget	YTD Actual to:	YTD Bud. Full Bud.	YTD Actual	Budget	% Chng	Change Over FY23 Act.	% Chng
<b>Revenue</b>										
Local Governmental Sources	\$ 7,218,596	\$ 7,150,622	\$ 28,700,710	101.0%	25.2%	\$ 7,196,311	\$ 28,962,379	24.8%	\$ 22,284	0.3%
State Governmental Sources	2,825,063	2,618,292	10,509,134	107.9%	26.9%	1,134,244	4,872,056	23.3%	\$ 1,690,819	149.1%
Federal Governmental Sources	-	-	-	0.0%	0.0%	-	-	0.0%	\$ -	0.0%
Student Tuition & Fees	4,907,046	3,903,191	14,360,846	125.7%	34.2%	4,702,359	13,350,427	35.2%	\$ 204,687	4.4%
Sales & Service Fees	50,801	43,600	175,000	116.5%	29.0%	41,215	164,000	25.1%	\$ 9,586	23.3%
Facilities Revenue	1,800	4,725	18,966	38.1%	9.5%	1,800	18,966	9.5%	\$ -	0.0%
Nongovernmental Gifts	500	2,741	11,000	18.2%	4.5%	500	11,000	4.5%	\$ -	0.0%
Other Revenue	1,596,598	1,755,914	7,047,777	90.9%	22.7%	1,549,151	11,671,443	13.3%	\$ 47,448	3.1%
<b>Total Revenue</b>	<b>\$ 16,600,404</b>	<b>\$ 15,479,085</b>	<b>\$ 60,823,433</b>	<b>107.2%</b>	<b>27.3%</b>	<b>\$ 14,625,580</b>	<b>\$ 59,050,271</b>	<b>24.8%</b>	<b>\$ 1,974,824</b>	<b>13.5%</b>
<b>Expenditures</b>										
Salaries	\$ 6,915,507	\$ 7,294,861	\$ 29,279,648	94.8%	23.6%	\$ 6,402,418	\$ 28,170,035	22.7%	\$ 513,089	8.0%
Employee Benefits	2,424,422	2,935,115	11,780,779	82.6%	20.6%	2,164,265	15,614,102	13.9%	\$ 260,158	12.0%
Contractual Services	990,671	1,269,413	5,095,087	78.0%	19.4%	930,792	4,822,764	19.3%	\$ 59,879	6.4%
General Materials & Supplies	805,974	855,311	3,432,994	94.2%	23.5%	647,512	3,285,369	19.7%	\$ 158,462	24.5%
Travel & Conference/Meeting	37,177	108,498	435,481	34.3%	8.5%	26,020	332,532	7.8%	\$ 11,156	42.9%
Fixed Charges	372,610	403,560	1,619,785	92.3%	23.0%	326,198	1,591,347	20.5%	\$ 46,412	14.2%
Utilities	170,437	298,420	1,197,780	57.1%	14.2%	118,017	1,220,675	9.7%	\$ 52,420	44.4%
Capital Outlay	6,629	387,122	1,553,805	1.7%	0.4%	(2,219)	1,709,739	-0.1%	\$ 8,847	-398.8%
Other Expenditures	252,288	238,431	957,000	105.8%	26.4%	240,629	916,500	26.3%	\$ 11,659	4.8%
Contingency	-	24,914	100,000	0.0%	0.0%	-	100,000	0.0%	\$ -	0.0%
<b>Total Expenditures</b>	<b>\$ 11,975,715</b>	<b>\$ 13,815,646</b>	<b>\$ 55,452,359</b>	<b>86.7%</b>	<b>21.6%</b>	<b>\$ 10,853,633</b>	<b>\$ 57,763,063</b>	<b>18.8%</b>	<b>\$ 1,122,082</b>	<b>10.3%</b>
<b>Surplus/(deficit)</b>	<b>\$ 4,624,689</b>	<b>\$ 1,663,439</b>	<b>\$ 5,371,074</b>			<b>\$ 3,771,947</b>	<b>\$ 1,530,279</b>		<b>\$ 852,742</b>	<b>22.6%</b>
Net Transfers Out/(In)	\$ -		\$ 850,000			\$ -	\$ 1,530,279		\$ -	0.0%
<b>Net Operating Funds Surplus/(Deficit)</b>	<b>\$ 4,624,689</b>	<b>\$ 1,663,439</b>	<b>\$ 4,521,074</b>			<b>\$ 3,771,947</b>	<b>\$ -</b>		<b>\$ 852,742</b>	<b>22.6%</b>
<i>Beginning Fund Balance</i>	<i>31,329,185</i>	<i>31,329,185</i>	<i>31,329,185</i>			<i>33,702,147</i>				
<i>Net Operating Funds Surplus/(Deficit)</i>	<i>4,624,689</i>	<i>1,663,439</i>	<i>4,521,074</i>			<i>3,771,947</i>				
<i>Add: Contingency (assumption is it is not used)</i>			<i>100,000</i>							
<b>Calculated YTD Ending Fund Balance (b)</b>	<b>\$ 35,953,874</b>	<b>\$ 32,992,624</b>	<b>\$ 35,950,259</b>			<b>\$ 37,474,094</b>				

**Operating Funds - Statement of Activities**  
**September 30, 2023**

	Actual	Budget
<b>Revenue</b>		
Local Governmental Sources	7,218,595.89	28,700,710.00
State Governmental Sources	2,825,062.83	10,509,134.00
Federal Governmental Sources	-	-
Student Tuition & Fees	4,907,045.61	14,360,846.00
Sales & Service Fees	50,801.19	175,000.00
Facilities Revenue	1,800.00	18,966.00
Nongovernmental Gifts, Scholarships, Grants & Bequests	500.00	11,000.00
Other Revenue	1,596,598.15	7,047,777.00
<b>Total Revenue</b>	<b>16,600,403.67</b>	<b>60,823,433.00</b>



<b>Expenditures</b>		
Salaries	6,915,507.03	29,279,648.00
Employee Benefits	2,424,422.19	11,780,779.00
Contractual Services	990,671.48	5,095,087.00
General Materials & Supplies	805,973.86	3,432,994.00
Travel & Conference/Meeting	37,176.74	435,481.00
Fixed Charges	372,610.02	1,619,785.00
Utilities	170,436.86	1,197,780.00
Capital Outlay	6,628.72	1,553,805.00
Other Expenditures	252,287.82	957,000.00
Contingency	-	100,000.00
<b>Total Expenditures</b>	<b>11,975,714.72</b>	<b>55,452,359.00</b>
<b>Excess/(deficit) of revenues over expenditures</b>	<b>4,624,688.95</b>	<b>5,371,074.00</b>



\*#N/A or "-" indicates that there is no activity to record for this category in Fund 01 or 02.

Treasurer's Report

Information

Attached is the Treasurer's Report for the month of September including details regarding the College's investments.

Recommendation

It is recommended that the Board of Trustees approves the Treasurer's Report as presented.



Clinton E. Gabbard  
President

**McHenry County College**  
**Treasurer's Report**  
**For the Month of September 2023**

<b>Bank Name Account</b>	<b>Beginning Balance</b>	<b>Deposits (+) Other Additions</b>	<b>Disbursements (-) Other Subtractions</b>	<b>Ending Balance</b>
Crystal Lake Bank & Trust <b>Credit Cards</b>	\$189,716.36	\$313,754.45	\$359,958.13	\$143,512.68
Crystal Lake Bank & Trust <b>Direct Pay</b>	\$179,130.04	\$7,996,299.23	\$8,012,203.57	\$163,225.70
Crystal Lake Bank & Trust <b>Employee Benefits</b>	\$0	\$19,764.23	\$19,764.23	\$0
Crystal Lake Bank & Trust <b>Federal Student Loan</b>	\$10,000.00	\$1,456,186.15	\$1,456,186.15	\$10,000.00
Crystal Lake Bank & Trust <b>Funds Holding</b>	\$1,478,843.18	\$13,878,677.92	\$11,208,256.41	\$4,149,264.69
Crystal Lake Bank & Trust <b>Operations</b>	\$471,322.25	\$1,283,236.28	\$1,140,433.99	\$614,124.54
Crystal Lake Bank & Trust <b>Payroll</b>	\$1,117,845.74	\$2,369,422.69	\$3,450,301.33	\$36,967.10

McHenry County College  
September 30, 2023

Investments

College Fund	Financial Institution			09/30/23			
		Investments	Investments	% of Total	Interest	No. of Days	Maturity
Education	Illinois Funds	\$1,772,199	\$729,420	4%	see below	N/A	On Demand
Education	PFM Investments	23,306,959	16,291,030	51%	see below	N/A	Various
Operations & Maintenance	PFM Investments	5,283,978	5,275,307	11%	see below	N/A	Various
Operations & Maintenance (Restricted)	PFM Investments	1,610,654	1,608,011	3%	see below	N/A	Various
Operations & Maintenance (Restricted CDB Project-810-066-019)	PFM Investments	8,541,867	8,504,046	19%	see below	N/A	Various
Operations & Maintenance (Restricted CDB Project-810-066-018)	Home State Bank	146,312	146,312	0%	variable	N/A	On Demand
Operations & Maintenance (Restricted CDB Project-810-066-020)	PFM Investments	372,458	370,809	1%	see below	N/A	Various
Working Cash	PFM Investments	2,975,923	2,971,040	6%	see below	N/A	Various
Liability, Protection and Settlement	PFM Investments	2,117,012	2,113,538	5%	see below	N/A	Various
	<b>Total</b>	<b>\$46,127,362</b>	<b>\$38,009,513</b>	<b>100%</b>			

Investment Revenue

Investment Revenue

College Fund	Sep-23	Fiscal YTD
Education	\$22,634	\$137,328
Operations & Maintenance	9,128	68,513
Operations & Maintenance (Restricted)	2,782	20,884
Operations & Maintenance (Restricted CDB Projects)	39,470	113,447
Working Cash	5,141	38,587
Liability, Protection and Settlement	3,657	27,449
<b>Total</b>	<b>\$82,812</b>	<b>\$406,208</b>

Illinois Fund Rates - September 30, 2023

Annualized rate - Money Market

Low	5.475%
High	5.549%
Average	5.512%

PFM Investment Rates - September 30, 2023

Range of CD Rates

	Short Term*	Long Term*	CDB Trust 019*	CDB Trust 020*
Low	-	-	-	-
High	-	-	-	-

Yield to Maturity of Notes

	Short Term*	Long Term	CDB Trust 019*	CDB Trust 020
At Cost	-	3.230%	-	-
At Market	-	5.150%	-	-

\*Currently there are no investments in these categories.

Ratification for Accounts Payable Check Register

Information

The attached accounts payable check register identifies the vendors that have been paid in the past month in the amount of \$1,129,027.63. Please note that the expenses are not segregated into the respective funds.

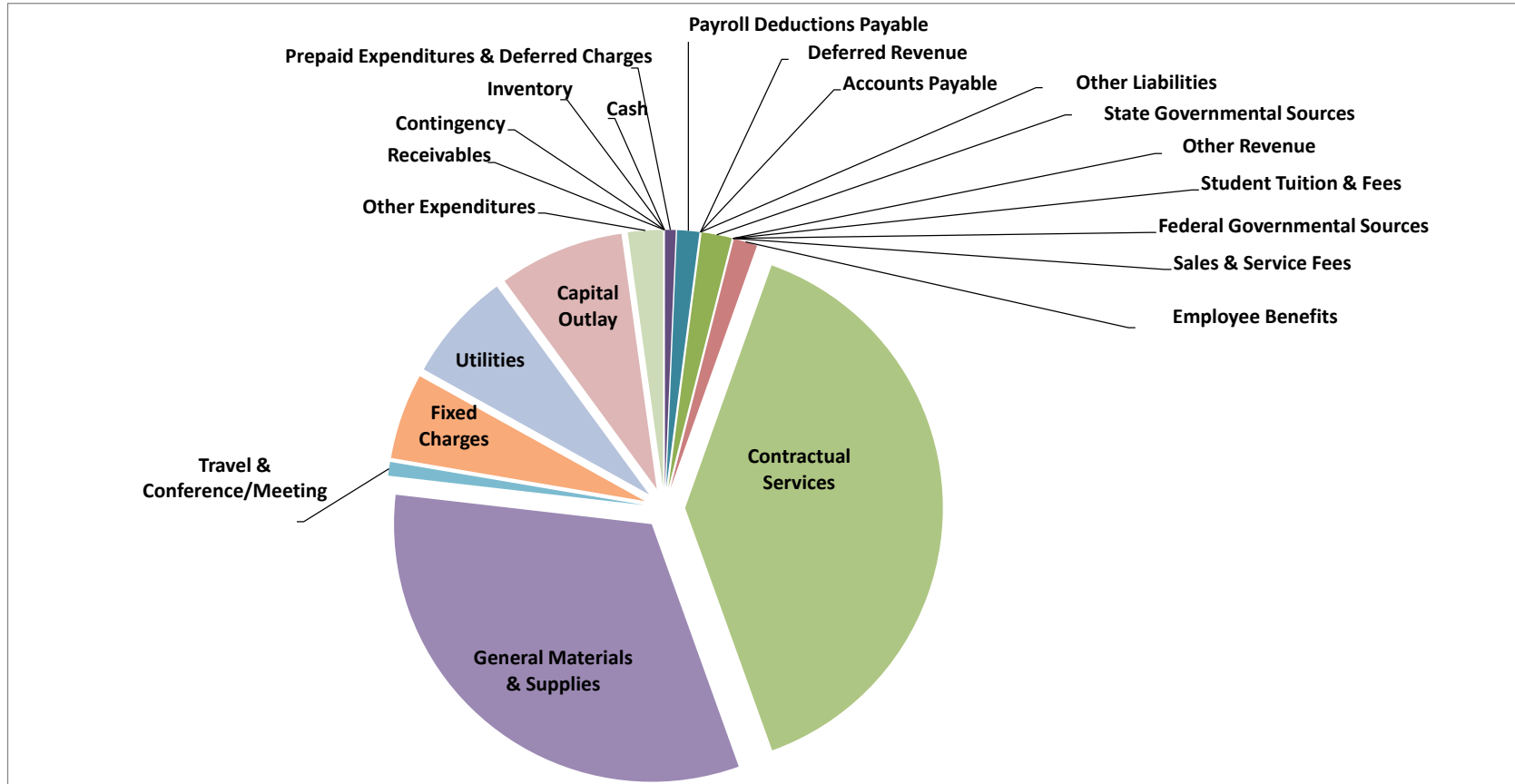
Recommendation

It is recommended that the Board of Trustees ratifies payment of the accounts payable check register for the period of September 1 - September 30, 2023, totaling \$1,129,027.63.



Clinton E. Gabbard  
President

## Distribution of Monthly Check Register Payments 9/1/23 through 9/30/23



Category	Amount	Percent	Category	Amount	Percent
Cash	0.00	0.00%	Sales & Service Fees	0.00	0.00%
Receivables	0.00	0.00%	Other Revenue	0.00	0.00%
Inventory	0.00	0.00%	Employee Benefits	16,790.76	1.49%
Prepaid Expenditures & Deferred Charges	7,606.00	0.67%	Contractual Services	440,866.52	39.06%
Payroll Deductions Payable	15,668.57	1.39%	General Materials & Supplies	364,670.17	32.31%
Accounts Payable	0.00	0.00%	Travel & Conference/Meeting	9,722.32	0.86%
Deferred Revenue	0.00	0.00%	Fixed Charges	60,715.88	5.38%
Other Liabilities	0.00	0.00%	Utilities	77,635.61	6.88%
State Governmental Sources	21,451.05	1.90%	Capital Outlay	88,744.61	7.86%
Federal Governmental Sources	0.00	0.00%	Other Expenditures	24,747.50	2.19%
Student Tuition & Fees	0.00	0.00%	Contingency	0.00	0.00%
			<b>Total All Categories</b>	<b>1,128,618.99</b>	<b>100.00%</b>

**Six Month  
Select Vendor History Report**

SubClass	Cat	CatDesc	PayeeID	Payee	Total Voucher	Six (6) Calendar Months					
						FY23: (4-Apr)	FY23: (5-May)	FY23: (6-Jun)	FY24: (7-Jul)	FY24: (8-Aug)	FY24: (9-Sep)
Engineering	53	Contractual Services	0396644	Quality Engineering	\$6,780.00			2,260.00	2,260.00	2,260.00	
Engineering	53	Contractual Services	0402264	HR Green Inc	\$6,808.85	3,344.25			3,464.60		
Engineering	53	Contractual Services	0420293	LionHeart Engineeri	\$14,938.05		12,888.10	386.10		1,663.85	
<b>Engineering Total</b>					\$ 28,526.90	3,344.25	12,888.10	2,646.10	5,724.60	3,923.85	-
Food Vendor	54	General Materials & Supplies	0395138	TURANO BAKING CO.	\$4,672.77	988.01	1,253.01	249.94	499.61	729.43	952.77
Food Vendor	54	General Materials & Supplies	0396456	RIVERSIDE BAKE SHOP	\$3,326.85	446.24	1,689.06	196.97	96.26	452.64	445.68
Food Vendor	54	General Materials & Supplies	0396759	3 CHEFS CATERING SE	\$10,858.40	5,975.40	4,883.00				
Food Vendor	54	General Materials & Supplies	0414865	Quality Catering fo	\$4,432.20	1,106.40	1,431.00	951.80			943.00
Food Vendor	55	Travel & Conference/Meeting	0396759	3 CHEFS CATERING SE	\$1,686.00					1,686.00	
<b>Food Vendor Total</b>					\$ 24,976.22	8,516.05	9,256.07	1,398.71	595.87	2,868.07	2,341.45
Landscaping	53	Contractual Services	0395554	INTERIOR TROPICAL G	\$1,250.00		250.00	250.00	250.00	250.00	250.00
Landscaping	54	General Materials & Supplies	0394808	COUNTRYSIDE GARDEN	\$423.97			281.70	110.31		31.96
<b>Landscaping Total</b>					\$ 1,673.97	-	250.00	531.70	360.31	250.00	281.96
Legal	53	Contractual Services	0396460	ROBBINS SCHWARTZ	\$58,570.18	7,078.86	9,363.39	9,031.19	16,310.49		16,786.25
<b>Legal Total</b>					\$ 58,570.18	7,078.86	9,363.39	9,031.19	16,310.49	-	16,786.25
Temporary Staffing	51	Salaries	0396989	WORKING WORLD INC	\$792.80						792.80
Temporary Staffing	53	Contractual Services	0396989	WORKING WORLD INC	\$91,490.51	13,591.94	14,513.17	9,301.56	9,367.89	21,723.60	22,992.35



Academic Calendar for 2024-2025

Information

Each year Academic Affairs and Student Affairs work together, in cooperation with the Faculty Council, to develop an Academic Calendar. The purpose of the Academic Calendar is to provide the schedule framework for the major academic and student support activities occurring at the College during an academic year. Academic Calendars are created one year in advance to give students, employees, and the community time to plan events well into the future.

The attached proposed Academic Calendar is for the 2024-2025 academic year.

Recommendation

It is recommended that the Board of Trustees approves the proposed Academic Calendar for 2024-2025.



Clinton E. Gabbard  
President

**MCHENRY COUNTY COLLEGE  
2024-2025 ACADEMIC CALENDAR**

**SUMMER SESSION 2024**

May 13 (Monday)	Summer Intersession Begins
May 27 (Monday)	College Closed for Memorial Day
June 7 (Friday)	Last Day of Summer Intersession Classes
June 10 (Monday)	Summer Semester Begins*
June 19 (Wednesday)	College Closed for Juneteenth – National Freedom Day
July 4 (Thursday)	College Closed for Independence Day
Aug 3 (Saturday)	Summer Classes End

\* Number of weeks classes are offered may vary.

**FALL SEMESTER 2024**

Aug. 15 (Thursday)	Fall Faculty Development Day & Opening Day for New Students
Aug. 19 (Monday)	Fall Semester Begins *
Sept. 2 (Monday)	College Closed for Labor Day
Sept. 16 (Monday)	Start of 12-Week Classes
Oct. 16 (Wednesday)	Start of Second 8-Week Classes
Nov. 5 (Tuesday)	College Closed for Election Day
Nov. 27- Dec 1 (Wednesday-Sunday)	College Closed for Thanksgiving Break
Dec. 2 (Monday)	Weekday Classes Resume
Dec. 9-14 (Monday-Saturday)	Final Exams
Dec. 14 (Saturday)	Commencement

\* Start dates vary by course. Check individual course schedule.

**WINTER INTERSESSION 2024-2025**

Dec. 16 (Monday)	Winter Intersession Classes Begin
Dec. 23, 2024–Jan. 1, 2025 (Monday-Wednesday)	College Closed for Winter Break, Classes Meet as Scheduled
Jan. 2 (Thursday)	College Re-Opens
Jan. 10 (Friday)	Winter Intersession Classes End

**SPRING SEMESTER 2025**

Jan. 16 (Thursday)	Spring Faculty Development Day
Jan. 20 (Monday)	College Closed for Martin Luther King Jr. Day
Jan. 21 (Tuesday)	Spring Semester Begins *
Feb. 17 (Monday)	Start of 12-Week Classes
Mar. 17 (Monday)	Start of Second 8-Week Classes
Mar. 23 – Mar. 30 (Sunday-Sunday)	Spring Break, No Classes (Offices Remain Open)
Mar. 31 (Monday)	Weekday Classes Resume
May 13-17 (Tuesday-Saturday)	Final Exams
May 17 (Saturday)	Commencement

\* Start dates vary by course. Check individual course schedule.

Prepared by Office of Academic Affairs & Workforce Dev [ 9/12/23 ]  
 Reviewed by Human Resources [ 9/13/23 ]  
 Reviewed by Academic Council [ 10/05/23 ]  
 Board of Trustees' Final Approval [ ]

Request to Purchase  
Dell Leased Computers

Information

A three-year lease for Dell computers was initiated in 2020. Upon the lease end date, the College could either keep the computers while paying monthly rent, return all the computers, or purchase some or all the leased computers.

It was determined that the most cost-effective strategy was to return the computers that were no longer needed while purchasing the remainder. This will ensure that the College has the number of computers we need while saving money by extending their useful life at the College. These computers are only three years old, and it is reasonable to expect another two to three years of service from them.

We propose purchasing 373 computers from Dell for the total one-time cost of \$60,154.00. Over the course of two years, this will save the College an estimated \$223,416.00, versus the cost of leasing or purchasing replacement computers.

These services and supplies are exempt from bidding requirements as stated in the Illinois Public Community College Act Chapter 110 ILCS 805/3-27.1, exemption (f) which reads, "purchase and contracts for the use, purchase, delivery, movement or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software and services."

This expense is budgeted in the General Institutional account in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the purchase of 373 Dell computers from Dell, Inc., Round Rock, TX for \$60,154.00.



Clinton E. Gabbard  
President

Request to Renew  
LinkedIn Learning

Information

LinkedIn Learning is an online learning platform that offers thousands of video courses in the categories of Business, Creative, Technology, and Certifications. MCC faculty who teach digital media, art, and computer information systems use LinkedIn Learning to supplement their classes. It is also used to provide computer and other training tutorials to MCC employees. MCC students are also able to take advantage of the full suite of video courses offered by LinkedIn Learning.

The proposed three-year renewal of LinkedIn Learning costs \$91,020.00 and provides a license for 5,500 active users, sufficient for all faculty, staff, and active students. This site license is a much more cost-effective way of providing this service than purchasing individual licenses.

This purchase is exempt from bidding requirements as stated in the Illinois Public Community College Act Chapter 110 ILCS 805/3-27.1, exemption (f) which reads, "purchase and contracts for the use, purchase, delivery, movement or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software and services."

This expense is budgeted in the IT Client Technology Services account in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the renewal of LinkedIn Learning from LinkedIn Corporation, of Sunnyvale, CA covering the period December 1, 2023 through November 30, 2026 for \$91,020.00.



Clinton E. Gabbard  
President

Request to Renew Purchases of  
Food and Beverage Supplies for MCC Culinary Program

Information

Since April 2007, the College has participated in the Entegra Procurement Services group purchasing program, available through MCC's participation with the Illinois Community College System Procurement Consortium (now known as National IPA). The MCC Culinary Management and Baking and Pastry Management departments obtain much of the food used in the labs, restaurant, and bake shop from Gordon Food Service (GFS), Entegra's approved primary distributor of food and supplies for food service operations.

It is anticipated that the annual cost of food and beverage supplies purchased from Gordon Food for use within the culinary and pastry departments will not exceed \$50,000.00. These expenses are budgeted in the Culinary: Food Purchases account.

These purchases are exempt from bidding requirements as stated in the Illinois Public Community College Act Chapter 110 ILCS 805/3-27.1, exemption (n) which reads, "contracts for the purchase of perishable foods and perishable beverages."

Recommendation

It is recommended that the Board of Trustees approves the continued, non-binding purchase of food and beverage supplies for the MCC Culinary Program from Gordon Food Service of Grand Rapids, MI, through the Entegra Procurement Program, not to exceed \$50,000.00 for FY2024.



Clinton E. Gabbard  
President

Request to Purchase  
Security Access and Camera System for University Center at MCC

Information

As part of the renovation project for the University Center at MCC, it was determined the building would benefit from security cameras and an access control system. Several companies who provide such systems were considered. Only one security system, Verkada, offered all of the operational software, physical hardware, and installation that met our desired specifications.

The proposed security and access system would provide 22 cameras and 43 door access controllers and readers along with an intercom system and 3 years of 65 licenses needed to operate the system.

The cost breakdown for the security and access system is:

\$30,295 for the cameras  
\$26,710 for the door access controllers and strikes  
\$2,265 for the intercom system  
\$30,320 for the software licenses for 3 years  
\$21,350 for the installation of all hardware, and software licenses

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**TOTAL: \$110,940.00**

These services and supplies are exempt from bidding requirements as stated in the Illinois Public Community College Act Chapter 110 ILCS 805/3-27.1, exemption (f) which reads, "purchase and contracts for the use, purchase, delivery, movement or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software and services."

This expense will be covered in the Operations and Maintenance Fund 03.

Recommendation

It is recommended that the Board of Trustees approve the purchase of the Verkada System from Modern Media Tech LLC of Lake Bluff, IL in the amount of \$110,940.00.



Clinton E. Gabbard  
President

Request to Approve  
 ACUE Effective Teaching Practices Certificate Program Agreement

Information

The Association of College and University Educators (ACUE)’s mission is to ensure student success through quality instruction. Providing faculty with the ACUE’s **Effective Teaching Practices** certificate can offer several benefits to educators as well as students. The ACUE program focuses on evidence-based teaching practices that have been proven to enhance student engagement, learning, and success. ACUE emphasizes active learning strategies that encourage students to participate, collaborate, and apply their knowledge actively. These strategies can make the learning experience more engaging and interactive, fostering deeper understanding and critical thinking skills. In addition, faculty who implement these practices in their classrooms are likely to see better student performance, retention, and overall learning outcomes. Overall, it’s an investment in the growth and success of both educators and students.

The ACUE Effective Teaching Practices certificate comprises stackable micro-credentials delivered through a cohort model. On August 24, 2023, the Board approved a budget of \$75,000 to fund a cohort of up to 33 faculty members.

Following our announcement, we received an exceptional interest from the faculty. The first cohort was quickly filled, leaving 25 individuals on the waitlist. To leverage this enthusiasm and further enhance student success, we propose launching two cohorts simultaneously. This method is not only impactful but also cost-efficient. An additional allocation of \$46,250 would allow us to support a second ACUE cohort, accommodating an extra 33 participants.

Stackable Micro-credentials Effective Teaching Practices			
Promoting Active Learning	Creating an Inclusive and Supportive Learning Environment	Inspiring Inquiry and Preparing Lifelong Learners	Designing Learner-Centered & Equitable Courses

The professional development for faculty which ACUE provides is directly connected to the objectives set forth by the Title III grant, Pathways to Persistence and Graduation. Within the grant it states that there will be a concentrated focus on professional development which promotes High Impact Practices, these practices encourage engagement from the students and results in higher persistent rates.

This expense is budgeted in the Title III Pathways to Persistence grant.

Recommendation

It is recommended that the Board of Trustees approves the contract with the Association of College and University Educators (ACUE) to offer a second cohort of Effective Teaching Practices as a component of MCC’s overall faculty professional development program with an additional cost not to exceed \$60,000 to be funded by the Title III grant.

Clinton E. Gabbard



President

Approval of the 2023 Estimated Tax Levy and  
Adoption of Estimated Tax Levy Resolution  
(Flat Proposal)

Information

The College is required by statute (35 ILCS 200/18-60) to annually approve an estimated levy and adopt a resolution for the estimated tax levy. The maximum increase the College can receive over the past year’s aggregate extension is the lesser of the annual Consumer Price Index-Urban (CPI-U) increase or 5%, exclusive of funds generated from EAV attributed to new development or any expiring Tax Increment Financing Districts. For the 2023 tax levy, the College will maintain a flat increase over the 2022 tax levy extension. Consequently, the 2023 estimated Property Tax Levy reflects an overall aggregate increase of 0.0% over the aggregate property taxes extended for 2022.

The 2023 estimate of taxes to be levied is shown in Table 1. The College has statutory authority under 110 ILCS 805/2-12.1 to levy taxes for the purposes listed. In determining the levy amount, each fund/purpose is reviewed to determine the amount needed to support the activities of the College. The timing of the two tax payments to be received from the tax levy cross over two fiscal years, requiring the College to recognize the payments accordingly. Therefore, the 2023 tax levy revenue is distributed 50% in Fiscal Year 2024 and 50% in Fiscal Year 2025. The first of the tax payments will be received prior to June 2024 with the remaining payments to be received after June 2024.

**Table 1: Estimated 2023 Tax Levy (No Increase)**

<u>Levy Purpose/Fund</u>	2022 Board Approved <u>Levy</u>	2022 Actual (after PTELL) <u>Levy</u>	<b>2023 Proposed <u>Levy</u></b>	2022 Actual to 2023 Proposed Difference
Social Security (Fund 12)	\$10,000	\$10,000	<b>\$10,000</b>	\$0
Auditing (Fund 11)	75,000	75,000	<b>\$75,000</b>	\$0
Liability Insurance (Fund 12)	692,444	692,444	<b>\$692,444</b>	\$0
Education (Fund 01)	25,564,854	25,564,854	<b>\$25,564,854</b>	\$0
Building (Fund 02)	2,355,204	2,355,204	<b>\$2,355,204</b>	\$0
Life Safety	0	0	<b>\$0</b>	\$0
<b>Total Non-Bond Funds</b>	<b>28,697,502</b>	<b>28,697,502</b>	<b>28,697,502</b>	<b>0</b>
<b>Total Levy</b>	<b>\$28,697,502</b>	<b>\$28,697,502</b>	<b>\$28,697,502</b>	<b>\$0</b>
<b>ESTIMATED 2023 Aggregate Levy % Increase over 2022 Actual Levy (rounded)</b>				<b>0.0%</b>

Per Illinois Compiled Statute (35 ILCS 200/18-70), an increase above 105% over prior year’s property tax levy extension requires the College to publish a Truth In Taxation notice in the newspaper and hold a hearing regarding the estimated levy prior to approval. However, the proposed 2023 increase is 0.0% therefore, the provisions of sections 18-65 through 18-85 of the Truth in Taxation Law do not apply to



the adoption of the 2023 aggregate levy, and the College District is not required to publish notice of or conduct a hearing thereon.

The Board must also pass a resolution regarding the estimated amounts necessary to be levied for the 2023 year, as well as sign the certificate of compliance with the Truth in Taxation law. Those documents are attached.

Recommendation

It is recommended that the Board of Trustees approves the estimated 2023 property tax levy for \$28,697,502.00 and adopts the attached resolution for the estimated 2023 tax levy for College District 528 and Certificate of Compliance with the Truth in Taxation law.



Clinton E. Gabbard  
President

**RESOLUTION REGARDING ESTIMATED AMOUNTS  
NECESSARY TO BE LEVIED FOR THE YEAR 2023**

**WHEREAS**, the *Truth in Taxation Law* requires that all taxing districts in the State of Illinois determine the estimated amounts of taxes necessary to be levied for the year not less than 20 days prior to the official adoption of the aggregate tax levy of the district; and

**WHEREAS**, if the estimated aggregate amount necessary to be levied, exclusive of election costs and bond and interest costs, exceeds 105% of the aggregate amount of property taxes extended or estimated to be extended, including any amount abated by the taxing district prior to such extension, upon the levy of the preceding year, public notice shall be given and a public hearing shall be held on the district's intent to adopt a tax levy in an amount which is more than 105% of such extension or estimated extension for the preceding year; and

**WHEREAS**, the amount of property taxes extended or estimated to be extended on the aggregate levy of Community College District No. 528 for the year 2022 was \$28,697,502; and

**WHEREAS**, it is hereby determined that the estimated aggregate levy necessary for the year 2023 upon the taxable property of the College District is \$28,697,502;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees, Community College District No. 528, Counties of McHenry, Boone, Kane and Lake, State of Illinois, as follows:

**Section 1:** The estimated aggregate levy for the year 2023 is \$28,697,502.

**Section 2:** The estimated aggregate levy for the year 2023 does *not* exceed 105% of the taxes extended, including any amount abated prior to such extension, on the aggregate levy of the College District for the year 2022.

**Section 3:** In light of Section 2 above, the provisions of sections 18-65 through 18-85 of the *Truth in Taxation Law* do not apply to the adoption of the 2023 aggregate levy, and the College District is not required to publish notice of or conduct a hearing thereon.

**Section 4:** This resolution shall be in full force and effect forthwith upon its passage.

**ADOPTED** this 26<sup>th</sup> day of October, 2023.

BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT NO. 528  
COUNTIES OF McHENRY,  
BOONE, KANE AND LAKE  
STATE OF ILLINOIS

By: \_\_\_\_\_  
Chair

ATTEST:

\_\_\_\_\_  
Secretary

**CERTIFICATE OF COMPLIANCE WITH**  
**THE TRUTH IN TAXATION LAW**

I, the undersigned, do hereby certify that I am Chair of the Board of Trustees of Community College District No. 528, Counties of McHenry, Boone, Kane and Lake, State of Illinois; and

I do further certify that the Board of Trustees of said College District adopted a "Resolution Regarding Estimated Amounts Necessary to be Levied for the Year 2023," at a regularly convened meeting held on the 26<sup>th</sup> day of October, 2023, said date being at least 20 days preceding the adoption of the aggregate tax levy of the College District; and

I do further certify that the estimated amount of taxes necessary to be levied for the year 2023, and the aggregate levy of the College District for 2022 as adopted, did not exceed 105% of the amount of taxes extended or estimated to be extended, exclusive of election costs and bond and interest costs, and including any amount abated prior to such extension, upon the levy of the College District for 2022, such that the provisions of sections 18-65 through 18-85 of the *Truth in Taxation Law* were not applicable to the adoption of said 2023 aggregate levy.

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CHAIR  
BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT NO. 528  
COUNTIES OF McHENRY,  
BOONE, KANE AND LAKE  
STATE OF ILLINOIS

Request to Approve Bid for  
Renovation of the University Center at McHenry County College

Information

As the College continues planning efforts to open the University Center at MCC for Fall 2024 classes, renovation of the recently purchased building is a critical next step. The renovation of the building, located at 222 East Church Street in Woodstock, is intended to accommodate the educational facility needs for current and future partners, including their respective recruiting spaces. This renovation also includes integrating Shah Center activities within the space.

This project will improve the current space by renovating approximately 23,000 square feet of interior space, which will include 9 classrooms, 19 offices, 2 conference rooms, 3 group study rooms, and completely updated restrooms. Further, this project includes:

- Adding a new generator for emergency power
- Integration with MCC's current Building Automation System
- Security and door access system

This project is scheduled to be completed by the Fall 2024 and ready for fall semester occupancy.

In September 2023, in preparation for this project, the College advertised a request for proposal (RFP) for supplying the labor and material to remove the existing nonstructural walls and to rebuild the entire interior area with new walls, flooring, ceilings, LED lights, interior doors, plumbing and electrical. Ten bids were submitted and were opened on October 17, 2023, at 9:30 a.m. The College requested that the bids obtained from the contractors be for the cost of the labor and material to perform the necessary construction to complete the project. The bid tab results for all bids results are attached. The lowest bid was submitted by Doherty Construction of Woodstock, IL in the amount of \$3,545,750.00.

The cost for the University Center at MCC renovation will be paid from the Operations and Maintenance Restricted Fund 03 accounts.

Recommendation

It is recommended that the Board of Trustees approves the bid of \$3,545,750.00 with alternate Bid 2 being included for labor and material to be provided by Doherty Construction of Woodstock, IL for the renovation of the University Center at MCC.



Clinton E. Gabbard  
President



DEMONICA KEMPER ARCHITECTS

125 North Halsted Street, Suite 301 Chicago, Illinois 60661 T 312.496.0000 | F 312.496.0001  
www.dka-design.com

October 19, 2023

Mr. Dave Dammon, Assistant Vice President of Facilities  
McHenry County College  
8900 US Highway 14  
Crystal Lake, Illinois 60012

Re: University Center @ MCC  
**Letter of Recommendation to Award a Construction Contract**

Dear Mr. Dammon:

Bids were opened on the above referenced project at 9:30 am on Tuesday, October 19, 2023. The general scope of the project includes the interior demolition of the existing building and the complete build-out of the new university center. Ten (13) general contractors were Bidders of Record and (10) bids were received per the attached Bid Tabulation Form.

After review of the bid submittals and project scope with the low bidder, Doherty Construction, Inc, it is clear they have met the bidding requirements for the project and included all the required work per the bidding documents within their bid. Demonica Kemper Architects has found no evidence which would disqualify them from being awarded the contract for this work. DKA, therefore, recommends that the Board of Trustees of McHenry County College consider awarding the contract for construction to:

Doherty Construction, Inc.  
163 N. Valley Hill Road  
Woodstock, IL 60098

The contract amount shall include the Base Bid for all work and Bid Alternate No. 2 for a total contract amount of **\$3,545,750.00**. All work shall be substantially complete as indicated in the bidding documents. The submitted low bid has been attached for reference.

If you have any questions regarding the bidding of this project, please do not hesitate to call. Demonica Kemper Architects looks forward to working with the college toward the successful completion of this project.

Sincerely,

David Sikorski, AIA, NCARB  
Senior Associate

cc: Dominick Demonica, DKA  
Bob Tenuta, MCC  
Jim Julison, MCC

Attachments: 22-049\_Bid Tab  
22-049\_Carmichael Construction Bid Submittal

Bidder	Includes				Bid Documents Submitted							Bid Amounts Submitted			
	Addendum 1	Addendum 2	Addendum 3	Addendum 4	00 41 13	00 43 13	00 43 15	00 43 29	00 43 39	00 43 43	00 44 00	Base Bid	Alternate No. 1 (Deduct)	Alternate No. 2 (Add / Deduct)	Alternate No. 3 (Add / Deduct)
BEAR CONSTRUCTION	X	X	X	X	X	X						\$ 3,734,854	\$ -	\$ 67,360	\$ -
CARMICHAEL CONSTRUCTION	X	X	X	X	X	X						\$ 3,811,000	\$ -	\$ 74,550	\$ -
DOHERTY CONSTRUCTION	X	X	X	X	X	X	X	X	X	X	X	\$ 3,494,000	\$ -	\$ 51,750	\$ (28,000)
LO DESTRO CONSTRUCTION	X	X	X	X	X	X						\$ 3,940,000	\$ -	\$ 70,000	\$ -
MAMAN CONSTRUCTION	X	X	X	X	X	X						\$ 3,897,750	\$ -	\$ 74,800	\$ -
PACIFIC CONSTRUCTION SERVICES	X	X	X	X	X	X						\$ 3,699,115	\$ -	\$ 69,234	\$ (31,000)
REED CONSTRUCTION	X	X	X	X	X	X						\$ 3,699,000	\$ -	\$ 75,690	\$ -
SOLLIT CONSTRUCTION	X	X	X	X	X	X						\$ 3,949,199	\$ -	\$ 60,400	\$ 21,700
STUCKEY CONSTRUCTION	X	X	X	X	X	X						\$ 3,549,000	\$ -	\$ 50,000	\$ -
TROOP CONTRACTING	X	X	X	X	X	X						\$ 3,950,000	\$ -	\$ 68,500	\$ 57,800

00 41 13: Bid Form  
 00 43 13: Bid Bond  
 00 43 15: Contractor Certification  
 00 43 29: W-9

00 43 39: Business Enterprise Program Participation and Utilization Plan  
 00 43 43: Certificate of Compliance with Illinois Prevailing Wage Law  
 00 44 00: Substitution Sheet

Alternate No 1: Eliminate Liquidated Damages  
 Alternate No. 2: Provide Trane BAC controls ILO base bid.  
 Alternate No. 3: Electrical Switchboard Alternate Manufacturers

## New Employees

Information

The following list identifies new employees or those who have transferred to another position at McHenry County College.

Classification	Start Date	Employee Name	Primary Position	Position Status
ADJ	9/25/2023	Barbara Sevcik	Instructor of Adult Education	R
ADJ	9/25/2023	Jennifer Gallien	Instructor of Adult Education	R
STA	10/2/2023	Alexandra Benn	Coordinator of Career Training Programs	R
ADJ	10/2/2023	Lizabeth Reglewski	Instructor of Nursing Assistant	R
ADJ	10/2/2023	Teresa Thomas	Adjunct Instructor of Nursing – Clinical	R
ADJ	10/2/2023	Damian Zagorski	Adjunct Instructor of Welding	R
ADJ	10/2/2023	Stephanie Melone	Instructor of Nursing - Clinical	R
CON	10/4/2023	Jessica Kralis	Embedded Math Tutor - NS	R
CON	10/4/2023	Ruby Escorza	Embedded Math Tutor - NS	R
STA	10/9/2023	Scott Mullis	Coordinator of Fire Science	N
STA	10/9/2023	Sam Clifford	Coordinator of Student Advocacy	N
STA	10/9/2023	Alexa Rogalla	Research & Compliance Associate	R
ADJ	10/11/2023	Julie Perkins Kral	Instructor of Adult Education	R
ADJ	10/11/2023	Katarina Brasovan	Instructor of Adult Education	R
ADJ	10/11/2023	Briana O'Shea	Instructor of Adult Education	R
ADJ	10/11/2023	Kristen Norton	Instructor of Adult Education	R
ADJ	10/11/2023	Claudia Gates	Instructor of Adult Education	R
ADJ	10/11/2023	Joshua Paluch	Instructor of Adult Education	R
CON	10/16/2023	Laura Ludford	EMS Trainer	R
STA	10/16/2023	Katie Weadley	Coordinator of Accommodations	R



STA	10/16/2023	Trevor Bryan	Student Success Coach	T
STA	10/16/2023	Cassandra Hardy	Workforce Development Program Coordinator	T

***Through October 19, 2023***

\*Current MCC employee who has transferred or accepted a different or additional position.

Position Status Key: R=Replacement; N=New; RC=Retitled/Reclassified; T=Transfer to New Position;  
A=Additional Position; S=Seasonal

## Employee Resignations and Retirement Notifications

Information

The following list identifies employees who have served their last day of employment, have retired, or resigned from their position at McHenry County College.

<b>Classification</b>	<b>End Date</b>	<b>Employee Name</b>	<b>Primary Position</b>
STA	9/28/2023	Aime Loya Jensen	Office Assistant II
STA	10/5/2023	Felecia Graham	Cashier
ADM	10/20/2023	Luanne Mayorga	Director of Employee Development
STA	10/25/2023	Shannon Seebach	Workforce Development Program Coordinator

***Through October 19, 2023***

### Friends of MCC Foundation Update

#### **Scholarship Update**

Scholarship applications for the Spring 2023 semester closed on October 6, 2023 with a total of 413 applications submitted. Applications are currently being reviewed and scored by nearly 100 volunteer reviewers. Thank you to our MCC community for donating your time to review scholarship applications. Students will be notified of scholarship awards by December 3.

#### **New Scholarships**

**The Ron Parrish Student Relief Fund Scholarship** has been established in memory of former MCC Board member, Ron Parrish. This scholarship will provide funds for students with an emergency need so that they can continue their education. The scholarship will provide up to \$500.

**The Ronald P. Repp Creative Writing Memorial Scholarship** has been established by the family of Ronald Repp for students studying English or Creative Writing. Ronald was an alumnus of MCC with a passion for creative writing. He authored countless poems and stories along with two published books. This scholarship will provide a \$500 scholarship for each semester.

#### **Education to Empowerment (E2E)**

E2E hosted the 3<sup>rd</sup> annual Women's Fall Luncheon, EmowHER, on Thursday, September 28 at The District in Richmond, IL. At the event, 130 women gathered to network, bid on silent auction items, make donations, and hear inspiring words from E2E members and previous scholarship recipients. A highlight of the event was 2013 E2E Scholarship Recipient, Amberley Kemic, sharing her story and the impact MCC and E2E had on her. Amberley is a cancer survivor who went into nursing after beating cancer. She now works in Milwaukee with



pediatric cancer patients. She credits much of her success to the support she received from MCC and E2E. The event was a success, generating over \$25,000 in proceeds, inspiring eight new women to join E2E, and increasing awareness about the impact of E2E.



*E2E Alumna, Amberley Kemic*

#### **President's Dinner**

The President's Dinner will take place at MCC on Friday, October 27. We are excited to welcome over 115 guests to the event, which will raise funds for student scholarships. The 2023 President's Dinner has already achieved a record-level of attendance and sponsorships. The evening will include a cocktail hour with hor's dourves, plated dinner, silent auction, and more. MCC will also recognize our 2023 Distinguished Alumni honoree, Dana Gliniecki.

A special thank you to our sponsors: Foglia Family Foundation, Mercy Health, Advocate Health, Snap-on, American Community Bank & Trust, Weiler Engineering, Demonica Kemper Architects, Coilcraft, Robbins Schwartz, Stryker, Old National Bank, Ross Barney, Northwestern Medicine, and the LeCoque Family.

**MCC Day of Giving**

MCC Day of Giving will take place on Thursday, November 16. This day will encourage current donors, new donors, and all employees to make an end-of-year gift to the Foundation. Additional details available at [www.mchenry.edu/giving](http://www.mchenry.edu/giving).

This report highlights recent MCC Grants Office activity, including grant awards or denials, submitted applications pending a decision from the funder, and planned future submissions.

**GRANTS AWARDED**

Funding Source	Brief Description	Amount Funded	Project Director
ICCB Adult Education and Literacy Grant (AEFLA)	This grant provides operational support for MCC’s Adult Education program, including classes in Adult Basic Education, Adult Secondary Education, High School Equivalency, and English as a Second Language classes.	\$684,250	Delia Rodriguez, Director of Adult Education
ICCB Integrated English Language and Civics Education (IELCE)	This grant provides operational support for Spanish language instruction and citizenship preparation classes and is designed to support successful entry into the United States workforce.	\$19,000	Delia Rodriguez, Director of Adult Education
IRS Volunteer Income Tax Assistance (VITA)	The VITA grant provides funding to prepare tax returns for low-income or limited English proficient county residents, ensuring county taxpayers receive the refunds to which they are entitled.	\$50,231	Ann Esarco, Accounting Instructor
Illinois Green Economy Network (IGEN)	MCC received funding to install new, more energy-efficient LED lighting in approximately 25 classrooms in Building A.	\$24,450	Kim Hankins, Director of Sustainability
Gene Haas Foundation	The Foundation’s primary goal is to build skills in the machining industry by providing scholarships for credit and noncredit students in CNC machine technology and other related fields.	\$10,000	Tom McGee, Dean of Manufacturing and Advanced Technology
Patriot Run 5K	MCC received funding to support student veterans/the Student Veterans Resource Center.	\$1,500	Rachel Boldman, Director of Student Engagement and Support

**PENDING APPLICATIONS**

Funding Source	Brief Description	Amount Requested	Status	Expected Notification
Lumina Foundation	The Great Admissions Redesign is seeking projects that increase opportunity, simplicity, and innovation in the postsecondary	\$750,000	Pending	October

Funding Source	Brief Description	Amount Requested	Status	Expected Notification
	admissions process, particularly for marginalized students. Since the focus of the grant is on improving bachelor's degree admissions, MCC's application includes University Center partners.			
Ellucian Progress, Accomplishment, Thriving, Hope (PATH) Scholarship	This grant provides funds to award scholarships of \$1,500 to students at public two-year institutions with demonstrated financial need. Students may use the funds for academic or living expenses that contribute to their ability to complete a degree.	\$25,000	Pending	October
First National Bank of Omaha Impact Grant	Support from this grant will allow MCC to expand Small Business Development Center services specifically targeted to women and Hispanic business owners, including additional counseling, classes, and roundtable discussion groups.	\$25,000	Pending	November
Gerry and Bill Cowlin Foundation	The Friends of MCC Foundation is seeking continued support for the Student Success Fund (SSF). The SSF helps MCC students by providing immediate financial support to help address emergency expenses.	\$7,600	Pending	November
Chicago Community Trust	Food:Land:Opportunity, funded through the Searle Funds at the Chicago Community Trust, will provide continued operational support to the Center for Agrarian Learning.	\$200,000	Pending	November
William Blair Foundation	MCC requested funding to purchase instructional equipment for the Art and Speech Departments to enhance student engagement and improve programming.	\$24,920	Pending	December
Lavin Family Foundation	MCC requested funding for scholarships and to purchase toolboxes to support students in the non-credit Motorcycle Technician Training Program.	\$15,000	Pending	December
Climate and Equitable Jobs Act (CEJA)	MCC applied as part of a consortium including College of Lake County (lead applicant) and Oakton College. If funded, the grant will support the development or expansion of several new clean energy training programs, such as solar energy installation, hybrid/electric vehicle automotive technology, and HVAC.	MCC's share is estimated at about \$1.4 million	Pending	December

Funding Source	Brief Description	Amount Requested	Status	Expected Notification
		over three years		

**APPLICATIONS IN DEVELOPMENT**

Funding Source	Brief Description	Estimated Request	Status	Application Due Date
U.S. Department of Labor Strengthening Community Colleges Training Grant	MCC is participating in a consortium application of northern Illinois community colleges coordinated by the ICCB. This grant is designed to build capacity at community colleges to meet the skill development needs of employers and equitably support students in obtaining good jobs in in-demand industries.	MCC’s share is estimated at \$1.5 million over four years	In development	November 14, 2023
Compeer Financial Fund for Rural America	The Center for Agrarian Learning is considering an application to the General Use Grant Program, which supports projects to enrich agriculture, specifically through education for beginning farmers, technology to benefit farms, or initiatives that enhance quality of life for rural communities.	\$10,000	Under consideration	December 4, 2023
Small Business Development Center	This grant provides operating support for the Small Business Development Center. The SBDC is an advocate and resource for small businesses in McHenry County and offers no-cost counseling to small business owners as well as noncredit courses designed to help business owners succeed.	\$80,000 - \$100,000	Planned	December 2023
Institute of International Education (IIE) American Passport Project	The American Passport Project helps low-income students apply for and obtain a U.S. passport, with the goal of increasing the diversity of individuals who participate in study abroad programs. The program covers the passport application fee for up to 25 eligible students.	TBD	Under consideration	January 17, 2024

**APPLICATIONS DENIED:** None.

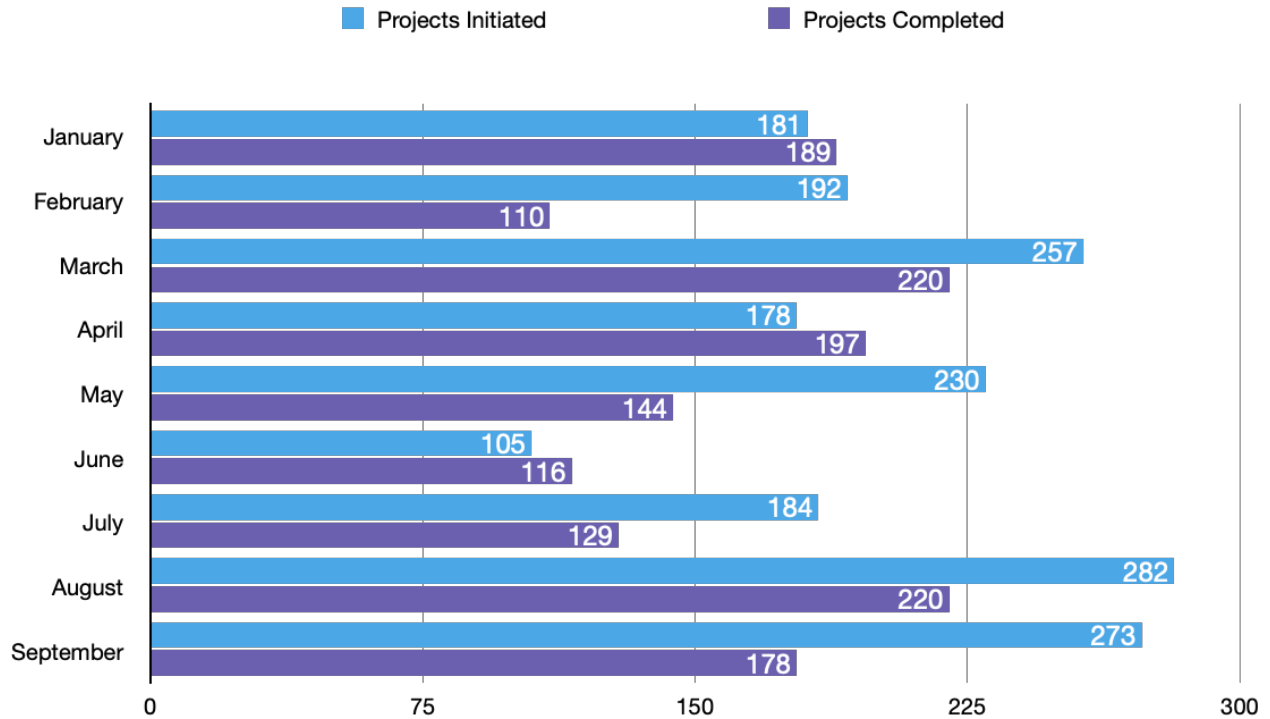
### Office of Marketing and Public Relations Update

The goal of MCC’s Office of Marketing and Public Relations (OMPR) is to grow MCC’s student enrollment, strengthen MCC’s identity in the community, and share MCC’s stories.

Services that OMPR provides to the College:

- Brand development
- Copywriting
- Event marketing and support
- Graphic Design
- Illustration
- Information campaigns
- Interactive content
- Photography
- Video production and motion graphics
- Publicity
- Script development
- Social media
- Web design and programming

### Marketing Project Stats





**Current High-level College Marketing Initiatives:**

- Programs of Study (Career and Technical Education) promotion, video, and recruitment efforts
- Spring 2024 priority and general registration promotions
- President's Dinner planning and promotion
- University Center at MCC branding, promotion, and recruitment support
- Experts and Insights Faculty Speaker Series promotion

**Monthly Releases and Features\***

The following releases and feature stories were submitted to local and regional media outlets from September 21, 2023—October 12, 2023.

- MCC to Host 23rd Annual Show for the Clayworkers' Guild of Illinois
- McHenry County College to Host College Fairs in Early October
- Black Box Theatre at McHenry County College Announces Auditions for Spring 2024 Production
- University Center at McHenry County College to Host Series of Information Sessions This Fall
- Chicago Brass Band Players Return to MCC's Concert Series October 8
- Black Box Theatre at McHenry County College to Present New Take on "Frankenstein"
- Job and Internship Fair Held at McHenry County College October 11
- Welcome Halloween with Dr. Jekyll and Mr. Hyde at MCC's Experts and Insights Speaker Series

*\*The above list does not include all interviews/stories initiated by the press, or sponsored content stories. Press clippings about McHenry County College can be found at the following link:*  
[www.mchenry.edu/press](http://www.mchenry.edu/press).

## Center for Agrarian Learning (CAL) Update

### **MCC Land Lease Update**

In consultation with the McHenry County Conservation District, CAL and Facilities have developed new lease requirements with our tenant farmer, that will progress over a four-year period leading us towards better soil health and climate-friendly practices on the 80 acres MCC own. The progression allows the tenant to alter practices over time (which is the only road to successful adoption). Year 1, beginning January 1, 2024, will require the tenant to keep and provide records of current practices in relationship to planting, pesticide and herbicide use, and post-harvest management of the soil.

### **CAL Program Recap**

#### **Soil Health Seminar and Farm Tour (October 8)**

- 13 attendees for the morning class taught by U of I Extension educator Sarah Farley
- 16 attendees for the afternoon tour of Terra Vitae farm, with a focus on soil building for forages

#### **Marengo and Harvard FFA clubs visit MCC (October 12)**

51 students from both area high schools visited and toured Liebman, Building E, and Automotive (coordinated by Admissions), and then had a soils “workshop”, farm careers presentation, and a propagation lab in the greenhouses (coordinated by CAL staff). The day was very rainy, and farm tours were only possible for the last group. CAL provided pizza lunch for all.

### **Programs to Come**

#### **Starting a Food Business (Wednesday, October 25, 6-8 p.m.)**

This workshop is designed to inform those interested in a food business to understand the rules and regulations governing the industry in Illinois. It addresses the differences between retail and wholesale, typical options for selling as a start-up, and home vs. commercial kitchen usage.

*NOTE: This is a Shah Center program; Shah and CAL partnered on this effort, given the overlap in audience.*

#### **Carrot Trial and Tasting (Wednesday, November 1, 5:30-7:30 p.m.)**

The MCC Student Farm is one of 50+ farms nationally participating in an on-farm carrot trial organized by the Organic Seed Alliance (OSA) to test for quality and regional adaptation. We are trialing six orange and six novel-colored carrot varieties. The OSA will join us virtually for a brief overview of the project. Kim Sowinski, MCC Farm Manager and Practicum Lead, will present the process from seed to harvest, including layout, recordkeeping, germination, and days to harvest on all 12 varieties. Then, we will all “test” for taste and texture, and rate them ourselves using OSA’s metrics.

#### **Fruit Processing: Unique Jams with Added Spice (Saturday, November 11, 9:30 a.m.-1 p.m.)**

Raspberry with habanero? Peach with thyme? Bushel & Peck’s (Beloit, WI) owner and preserver Jackie Gennett will teach how best to combine fruit with other flavors for a truly exceptional and unique jam. This is a hands-on workshop where participants will make their own small batch of jam to take home.

Presentation topics include recipe development and how to get consistent jam set, as well as navigating food codes and processing requirements for jams and other fruit products.

*NOTE: This class represents an effort to run non-credit programming in our culinary kitchen, which requires new certifications for both the space and people overseeing the classes. We are very excited to make this state-of-the-art kitchen available to community members.*

### **Entrepreneurial Agriculture and MCC Student Farm Updates**

We had our last Tuesday pop-up Farm Stand the first week of October, and now stock the “Cooler” in the MCC Café every Monday morning. Our two Advanced Agriculture Interns and two of the student employees, along with Farm Manager Kim Sowinski, are still harvesting outside. The hydroponics production areas have ramped up, so there is still a lot of produce. Weekly donations to the Crystal Lake Food Pantry continue.

We were thrilled to have our own MCC Student Farm featured on the McHenry County Farm Stroll this year. This free annual event saw record crowds on September 24, offering a behind-the-scenes peek at diverse farm operations. Organized by U of I Extension, the McHenry County Farm Bureau, and the Center for Agrarian Learning, with lots of crucial help from the Master Gardeners and 4-H.



## Sustainability Center Update

### **Current Initiatives and Community Connections**

MCC was awarded \$24,450 from the IL Green Economy Network to help fund an LED Lighting upgrade. These funds will purchase 250 LED bulbs and fixtures in approximately 25 classrooms in Building A, improving lighting efficiency by at least 50% over existing fixtures.

Director Hankins spoke with the Principles of Management class students on September 6, 2023. The topic was Sustainability: Asking, Measuring and Understanding. After a brief conversation about air pollution in McHenry County, Director Hankins explained the different methodologies for measuring sustainability impacts and the various careers in this field.

The MCC Sustainability Center co-sponsored the McHenry County Water Forum on September 13, 2023, at MCC which was hosted by the McHenry County Planning and Development Department. The theme was water conservation: our wise use of water is key to life and economic health. The Sustainability Center staff and student club volunteers collected and composted food scraps and paper products during and after the event.

The Student Environmental Action Club members toured behind the scenes of the MCC kitchen on September 27, 2023, to better understand the compost collection program. Since MCC started to work with WasteNot collection in Summer 2023, we have diverted 3,339 pounds of food waste.

The Sustainability Center hosted Bagel Wednesday on September 27, 2023, in our new location, Room A133B. This was a low-waste event with reusable utensils and compostable paper products. All waste was collected and composted. The Sustainability Center moved from Building C building to Building A in early September. The ReUse It Corner also moved, now located in Room A133B. The ReUse It Corner repurposed approximately \$1,476.27 worth of gently used office and school supplies in September 2023. Sixty-seven people found uses for over 627 items this month.

Registration for vendors for the 16<sup>th</sup> Annual Green Living Expo on November 4, 2023, is sold out. A record number of businesses and nonprofits will be at MCC on November 4, 2023, from 10 a.m.-3 p.m. ready to interact with interested attendees. This year's expo attendees can get a head start on holiday shopping with green gifts created by local artists; learn about green cleaning options, native landscaping and beekeeping; chat with environmental leaders about the protection and care of McHenry County's most unique and important natural features; discover new trails for hiking and biking in every season; and bring pumpkins and fall décor for recycling and composting. More information is available at [www.mchenry.edu/greenexpo](http://www.mchenry.edu/greenexpo).

The MCRide/MCC partnership had 429 riders in September 2023.

### Workforce Development Update

This month's Workforce Development Update celebrates the many collaborative activities that division personnel and the Manufacturing Pathways Consortium support during National Manufacturing Month. These efforts are designed to build awareness of the extensive career opportunities within manufacturing and the importance that manufacturing plays in the economic health of McHenry County.

#### MTI Career Expo

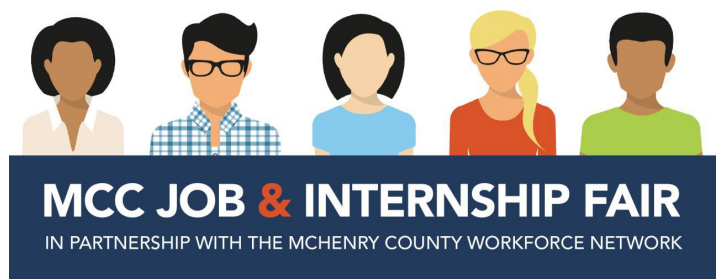
The annual Manufacturing, Trade & Industry Career Expo was held at the McHenry High School Upper Campus on Wednesday, October 4. The expo is open to high school students from across McHenry County and an estimated 500 students and families were in attendance.

MCC had strong representation at the event with booths that showcased manufacturing programs, healthcare programs, dual-credit opportunities, work-based learning, career training, workforce training, and admissions. Attendees were able to learn about career opportunities by speaking directly with employers. The Manufacturing Pathways Consortium was also well represented at this event with 13 member organizations staffing exhibits.



#### MCC Job and Internship Fair

On Wednesday, October 11, MCC Career Services hosted the annual Fall Job and Internship Fair, co-sponsored by the McHenry County Workforce Network. Nearly 100 companies participated in this year's event, continuing the strong employer support for the event that was seen in 2022.



More than 165 job seekers attended this year's fair. In the weeks leading up to the event, Career Services provided a series of seminars designed to prepare job seekers for successfully navigating the job fair along with making many classroom visits.

Workshop topics included:

- 8/31/23 – Undecided? Discover Your Pathway
- 9/19/23 – Internship and Job Search Strategies
- 9/26/23 – Resume Workshop
- 9/28/23 – Creating Your Own Opportunities with Micro-Internships
- 10/4/23 – Using A.I. to Develop Effective Interviewing Skills

### **MCC Manufacturing Breakfast**

On Wednesday, October 18, MCC was honored to host the 13<sup>th</sup> annual Industry Council Breakfast. More than 240 individuals from 100+ organizations participated in the event. The event featured a buffet-style breakfast, an expo of MCC resource booths, a college update from MCC President, Dr. Clint Gabbard, and a panel discussion on the topic of Investing in a Skilled Workforce through Automation. Catherine Jones moderated the conversation with panelists from Dura-Bar/Aarrowcast, Stryker, and Fabrik Molded Plastics. Following the main program, participants selected from five advisory and breakout sessions:

- Precision Machining
- Robotics and Automation
- Welding and Fabrication
- Manufacturing Pathways Consortium
- Pathways Information for High Schools

### **County-wide Manufacturing Plant Tours**

This October marks the second year of a county-wide effort during Manufacturing Month to provide manufacturing plant tours for students and parents. Coordinated by the Manufacturing Pathways Consortium's Career Exploration Team, on the evenings of October 10, 19 and 25, over 150 participants were able to reserve in-person tours at 11 member companies. Company representatives shared information about their operations, the types of career opportunities, as well as personal stories about their own career progression prior to providing a guided tour of the production areas.



*Pictured above: Plant tours at TC Industries in Crystal Lake being led by Erich Hoffman, Human Resource and Environmental Health and Safety Director.*

### **Advance McHenry County Manufacturing Initiative Grant Update**

Access to skills training for incumbent workers is critical for employers. The impact of the pandemic on the local labor market has severely limited the ability of employers to hire new employees who have significant industry experience or credentials. Funded through the McHenry County American Rescue Plan Act (ARPA) grant program, MCC Workforce Training will be able to provide 50 McHenry County employers with under 500 employees access to \$400,000 in training dollars over the next three years. To date, 34 companies have used these funds, with 1,488 employees participating in a Workforce Training program wither via Contract Training or Open Enrollment.

Examples of funded training:

- Forklift Operator and Forklift Train the Trainer
- OSHA Recordkeeping, OSHA 10 and OSHA 30 Hour
- Emerging leader training for high-potential employees
- Supply Chain Management
- Project Management

### **Disability Job Fair and Job Skills Lab**

The Disability Job Fair is now scheduled twice a year to meet growing awareness and interest from both job seekers and employers. On Wednesday, October 25, over 70 job seekers will attend the event held at the MCC Shah Center in McHenry. Participants can participate in a Job Skills Lab sponsored by the Manufacturing Pathways Consortium's Alternative Talent Team. Prior to meeting with employers, participants can visit multiple stations to demonstrate employability and technical skills through hands-on activities in areas such as measurement, quality control, assembly, and office support. Each station is staffed by a volunteer who provides support and encouragement. Participants will then receive a card detailing their completed stations that they were able to share with employers.