<table>
<thead>
<tr>
<th>Service / Department</th>
<th>Location / Building</th>
<th>Phone Numbers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admissions</td>
<td>A260</td>
<td>455-8732</td>
</tr>
<tr>
<td>Adult Education Office</td>
<td>A362</td>
<td>455-8752</td>
</tr>
<tr>
<td>Advising and Transfer Center</td>
<td>A127A</td>
<td>479-7565</td>
</tr>
<tr>
<td>Apprenticeship and Internship Program</td>
<td>A254</td>
<td>455-8706</td>
</tr>
<tr>
<td>Athletics, Intramurals, and Recreation</td>
<td>A127A</td>
<td>455-8580</td>
</tr>
<tr>
<td>Bookstore</td>
<td>B162</td>
<td>455-8747</td>
</tr>
<tr>
<td>Bursar</td>
<td>A258</td>
<td>455-8910</td>
</tr>
<tr>
<td>Campus Police Department</td>
<td>B176</td>
<td>479-8733</td>
</tr>
<tr>
<td>Career Services</td>
<td>A254</td>
<td>455-8576</td>
</tr>
<tr>
<td>Child's Learning Center</td>
<td>C115</td>
<td>455-8555</td>
</tr>
<tr>
<td>Conferences and Facility Rental</td>
<td>B171</td>
<td>455-8764</td>
</tr>
<tr>
<td>Continuing Education</td>
<td>A109</td>
<td>455-8758</td>
</tr>
<tr>
<td>Credentials Evaluation</td>
<td>A258</td>
<td>479-7632</td>
</tr>
<tr>
<td>Crisis Intervention and Prevention Services</td>
<td>A252</td>
<td>479-7752</td>
</tr>
<tr>
<td>Distance Learning</td>
<td>A210F</td>
<td>479-7878</td>
</tr>
<tr>
<td>Faculty Offices:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building A</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Education, Career and Technical Education</td>
<td>A124</td>
<td>455-8732</td>
</tr>
<tr>
<td>Humanities &amp; Social Sciences</td>
<td>A346</td>
<td>479-7556</td>
</tr>
<tr>
<td>Building B</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mathematics and Sciences</td>
<td>B252</td>
<td>455-8750</td>
</tr>
<tr>
<td>Building C</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Humanities &amp; Social Sciences</td>
<td>C122</td>
<td>455-8690</td>
</tr>
<tr>
<td>Building E</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Education, Career and Technical Education</td>
<td>E121</td>
<td>455-7521</td>
</tr>
<tr>
<td>Fast Track Program</td>
<td>A250</td>
<td>479-7831</td>
</tr>
<tr>
<td>Financial Aid, Scholarships and Veteran Benefits</td>
<td>A262</td>
<td>455-8761</td>
</tr>
<tr>
<td>Fitness Center</td>
<td>A202</td>
<td>455-8551</td>
</tr>
<tr>
<td>Focus on the Kids Program</td>
<td>B256</td>
<td>479-7591</td>
</tr>
<tr>
<td>Friends of MCC Foundation Office</td>
<td>A209</td>
<td>455-8721</td>
</tr>
<tr>
<td>Illinois Small Business Development Center</td>
<td>Shah Center</td>
<td>455-6098</td>
</tr>
<tr>
<td>Kids &amp; College</td>
<td>A257</td>
<td>455-8597</td>
</tr>
<tr>
<td>Library</td>
<td>A212</td>
<td>455-8533</td>
</tr>
<tr>
<td>MCC101 (College Experience)</td>
<td>A257F</td>
<td>455-8574</td>
</tr>
<tr>
<td>Multicultural Affairs</td>
<td>A247</td>
<td>479-7749</td>
</tr>
<tr>
<td>Online Learning &amp; Education Technology</td>
<td>A210F</td>
<td>479-7573</td>
</tr>
<tr>
<td>Recruitment and New Student Questions</td>
<td>A262</td>
<td>479-7732</td>
</tr>
<tr>
<td>Registration Office</td>
<td>A258</td>
<td>455-8588</td>
</tr>
<tr>
<td>Retired Adult Program (RAP)</td>
<td>A109</td>
<td>455-8559</td>
</tr>
<tr>
<td>Sage Learning Center</td>
<td>A212 (inside Library)</td>
<td></td>
</tr>
<tr>
<td>Student Conduct</td>
<td>A252</td>
<td>455-8734</td>
</tr>
<tr>
<td>Student Success Center</td>
<td>A247</td>
<td>455-8550</td>
</tr>
<tr>
<td>Student Veterans Resource Center</td>
<td>C122</td>
<td>479-7543</td>
</tr>
<tr>
<td>Sustainability Center</td>
<td>A248</td>
<td>479-7817</td>
</tr>
<tr>
<td>Testing Center</td>
<td>A245</td>
<td>455-8984</td>
</tr>
<tr>
<td>Traffic Safety</td>
<td>Shah Center</td>
<td>479-7777</td>
</tr>
<tr>
<td>Trips and Tours</td>
<td>A109</td>
<td>455-8782</td>
</tr>
<tr>
<td>Workforce and Community Development</td>
<td>A109</td>
<td>479-7635</td>
</tr>
<tr>
<td>Workforce, Community and Business Programs</td>
<td>Shah Center</td>
<td>455-8593</td>
</tr>
<tr>
<td>Workforce Training Program</td>
<td>A109</td>
<td>479-7799</td>
</tr>
</tbody>
</table>
ADMINISTRATION/FACULTY DIRECTORY 2019–2020

GABBARD, CLINTON E.
President
B.S., Evangel College
M.A., Ph.D., University of Notre Dame

BUTLER, ALLEN
Chief Information Officer
B.M., University of Northern Colorado
M.M., Michigan State University
D.M.A., University of Wisconsin

GRAY, CHRISTOPHER P.
Vice President of Academic Affairs and Workforce Development
A.A., Lincoln College
B.A., Eastern Illinois University
M.A., Ph.D., Illinois State University

HAGGERTY, CHRISTINA M.
Vice President of Marketing, Communications, and Development
B.A., Augustana College
M.A., Northern Illinois University

HAGGERTY, CHRISTINA M.
Vice President of Academic Affairs and Workforce Development
A.A., Lincoln College
B.A., Eastern Illinois University
M.A., Ph.D., Illinois State University

KORONKIEWICZ, TALIA L.
Vice President of Student Affairs
B.S., Carroll University
M.A., Ball State University
Ed.D., Ferris State University

TENUTA, ROBERT
Chief Financial Officer/Treasurer
B.S., Northeastern Illinois University
M.A.S., Northern Illinois University

ALBAMONTE, MICHAEL A.
Instructor of Automotive Technology
A.S., Madison Area Technical College
A.S.E., Master Certified Technician and L1 Certified
B.S., University of Wisconsin - Stout

ALHEIT, DEBORAH C.
Instructor of Mathematics
B.A., Trinity Christian College
M.A., Western Governors University
M.A., St. Xavier University

BARN, KELLY A.
Instructor of Biology
B.A., University South Florida
B.S., D.C., National University Health Sciences
M.S., Northern Illinois University

BOLZ, JAMES G.
Instructor of Health and Fitness Education
B.S., University of Illinois – Urbana/Champaign
M.S., Northern Illinois University

BOLDMAN, RACHEL
Director of Crisis Intervention and Prevention Services
B.A., M.S., Stetson University

BORING, HEIDI
Instructor of Mathematics
B.A., Lake Forest College
M.A., DePaul University

BRAASCH, GERALD
Instructor of Psychology
B.A., M.A., Northern Illinois University

BRNCICH, LISA
Director of Student Retention and Conduct
A.A., Lincoln College
B.A., Western Illinois University
M.S., Southern Illinois University

BROGAN, WILLIAM
Instructor of Criminal Justice
A.A.S., McHenry County College
B.A., Columbia College of Missouri
M.A., Webster University

BRZEZINSKI, JACK R.
Instructor of Computers & Digital Media
B.S., M.S., Poznan University of Technology
Ph.D., DePaul University

CAMERON, JUDI L.
Instructor of Anthropology
A.A., North Iowa Area Community College
B.A., University of Iowa
M.A., University of Illinois – Urbana/Champaign
Ph.D., Arizona State University

CAPELES-DELGADO, JULIO
Executive Director for Adult Education
B.A., University of Puerto Rico Rio Piedras
M.A., New Mexico State University
Ph.D., University of Illinois – Chicago

CARLSON, MARK
Instructor of Mathematics
B.S., M.S., Michigan Technological University

CARPER, KELLIE
Manager of New Student Transitions
B.S., California Polytechnic State University
M.B.A., Aurora University
CARSON, LINDSAY S.
  Instructor of Spanish
  B.A., DePaul University
  M.A., Northern Illinois University

CLESCERI, MICHAEL R.
  Associate Vice President of Public Safety and
  Chief of Police
  B.S., University of Phoenix
  E.J.D., Concord Law School - Kaplan University

COMPTON, RONALD E.
  Instructor of Speech
  B.A., M.A., M.A., Abilene Christian University

COCLANIS-LODING, CHRISTINA
  Director of Health-Information Technology Program
  A.A.S., College of Lake County
  B.A., University of Illinois - Chicago
  M.H.A., National Louis University

COUNTRYMAN, ANTOINETTE
  Instructor of English/Journalism
  B.A., Wayne State University
  M.F.A., School of Art Institute of Chicago

COWLIN, LYNN
  Assistant Vice President of Finance
  B.S., Purdue University

CRAIN, WESLEY
  Instructor of Fire Science
  A.A.S., McHenry County College
  B.S., Southern Illinois University

CRIZER, LISA D.
  Instructor of English
  B.A., University of Illinois – Chicago
  M.F.A., Bowling Green State University

CULP, TODD A.
  Instructor of History and Political Science
  B.S., M.S., Illinois State University
  Ph.D., Northern Illinois University

DAVIS, LEANA
  Director of Financial Aid
  A.S., McHenry County College
  B.S., M.B.A., Columbia College of Missouri

DEAK, ROBIN
  Instructor of Psychology
  B.S., Illinois State University
  M.A., Roosevelt University

DECIO, GABRIEL A.
  Instructor of English
  B.A., Instituto Superior Juan XXIII
  M.A., Ohio University - Athens
  Ph.D., Purdue University

DEVENNY, MARIANNE G.
  Dean of Enrollment Services
  B.A., Northeastern Illinois University
  M.A., Webster University

DIBONA, BRIAN
  Executive Director of Friends of MCC Foundation
  B.B.A., University of Notre Dame
  M.B.A., Northern Illinois University

DOUGHER, MARK
  Director of Resource Development
  B.S., Central Michigan University

DRZAL, TINA
  Instructor of Culinary Management
  A.A., A.S., Elgin Community College
  B.S., Western Governors University

ENGEL, MEREDITH L.
  Instructor of Digital Media
  B.S., Rockford University
  M.S., Capella University

ENO, CHERYL
  Instructor of Nursing
  B.S., M.S., Northern Illinois University

ERSKI, THEODORE I.
  Instructor of Earth Science
  B.S., Drake University
  M.A., University of Akron

ESARCO, ANN
  Instructor of Accounting
  B.S., St. Mary of the Woods College
  M.A.S., Northern Illinois University
  Ph.D., Capella University

F

FARC, MARIA-MAGDALENA
  Instructor of Psychology
  B.A., William Tyndale College
  M.A., Ph.D., Northern Illinois University

FISHER, BROCK L.
  Associate Vice President for Arts & Sciences
  B.A., University of Central Missouri
  M.A., Ph.D., University of Missouri

FREELOVE, JULIE A.
  Instructor of Administrative Office Management
  B.S., Eastern Illinois University
  M.A., Webster University
G

GABEL, BONNIE L.
Instructor of Speech
B.S., Illinois State University
M.A., Northern Illinois University

GARRISON, MARLA
Instructor of Biology
B.A., North Central College
M.S., Illinois State University

GELLER, JAY
Instructor of Speech, Theatre & Journalism
B.A., Northern Illinois University
M.F.A., Illinois State University

GOULD, JAMES B.
Instructor of Philosophy
B.A.A., Ryerson Polytechnical Institute, Toronto
B.A., M.A., University of Waterloo, Toronto
M.A., Trinity Evangelical Divinity School

GOVEA, RENE
Director of Upward Bound Program
B.S. and M.B.A., University of Phoenix

GOYAL, ARCHNA
Instructor of Biology
B.S., Ph.D., Kanpur University of India

GRELA, CHRISTINE L.
Instructor of Psychology
B.A., Knox College
M.A., Ph.D., University of Chicago

H

HALLER, AMY
Director of Registration and Records
B.S., Northern Illinois University
M.A., Webster University

HAMILL, PAUL D.
Instructor of Earth Science
B.S., Western Illinois University
M.S., University of Wisconsin - Madison

HANKINS, KIMBERLY
Director of Sustainability
B.A., Hartwick College
M.S., Johns Hopkins University

HAZELGROVE, EDWARD M.
Instructor of English
B.A., Southern Illinois University
M.F.A., University of Arizona

HILLSTROM, MICHAEL J.
Instructor of Music
B.M., Webster University
M.M., Illinois State University

HUANG, CHARLIE
Instructor of Mathematics
B.S., Shaanxi Institute of Technology,
People's Republic of China
M.S., South Dakota State University

HUMKE, AMY
Director of Institutional Research
B.A., B.S., University of Iowa
M.A., M.L.S., Ph.D., University of Nebraska

HUMPHREY, ANNE
Instructor of English
B.S., Northwestern University
M.A., DePaul University

HUTCHINSON, ADRIANE
Dean of Academic Development
B.S., Georgetown University
M.S., DePaul University

I

IRIE, MATT
Instructor of Art/Two Dimensional Studio Art
B.F.A., Northern Illinois University
M.F.A., Northwestern University

J

JOHNSON, HARRIET A.
Instructor of Criminal Justice
B.S., Illinois State University
M.A., Western Illinois University

JOHNSTON, SANDRA J.
Director of Food Services
A.O.S., Culinary Institute of America

JONES, CATHERINE
Instructor of Business Services
B.A., University of Chicago
M.A., Governors State University
KLOS, RYAN  
Director of Marketing and Creative Services  
B.A., Illinois State University  
M.F.A., Columbia College - Illinois

KORLA, ANITHA  
Instructor of Mathematics  
B.S., M.S., Bharathidasan University  
M.S., Bishop Heber College - India  
M.A.T., National Louis University

KOSTOS, TAMALA L.  
Instructor of Mathematics  
B.S., Alma College  
M.S., University of Tennessee

KRAMER, KATIE L.  
Instructor of Earth Science & Geology  
B.S., University of Wisconsin - Oshkosh  
M.S., Indiana University - Purdue University Indianapolis

LI, HOLLY  
Director of Teaching and Learning  
B.A., Zhengzhou University - China  
M.A.Ed., Ph.D., University of Toledo

LINER, LISHA S.  
Instructor of Early Childhood Education/Education  
B.S., University of Wisconsin - Whitewater  
M.A., Saint Xavier University

LOUERMAN, CHRISTEN  
Instructor of Physical Therapist Assistant Program  
B.S., University of Oregon  
D.P.T., Creighton University

LUSH, PAIGE C.  
Instructor of Music  
B.M., University of Tennessee - Knoxville  
M.M., University of Memphis  
Ph.D., University of Kentucky

LYNAM, KRISTIN  
Instructor of Nursing  
B.S., Northern Illinois University  
M.S.N., Olivet Nazarene University

MARTINCIC, ANNE  
Instructor of Mathematics  
B.S., Notre Dame College  
M.A., Kent State University

MCCORD, ROBERT  
Instructor of English  
B.S., M.A., Bowling Green State University  
M.A., Southern Illinois University

McGINLEY, JOSEPH  
Instructor of Automotive Technology  
National Institute for Automotive Service Excellence

McRAY, AYLISSA  
Instructor of Biology, Anatomy and Physiology  
B.S., Illinois Wesleyan University  
M.Ed., University of Illinois - Chicago

MIDDAGH, LAURA S.  
Instructor of Mathematics  
B.A., Northern Illinois University  
M.A.T., Rockford University

MIDDAY, KATHERINE A.  
Instructor of English  
B.A., M.A., Illinois State University

MIELEICH, ROBERT J.  
Instructor of Applied Technology  
B.A., M. Arch., University of Illinois - Urbana/Champaign

MINICZ, ALLISON  
Instructor of Health Information Technology  
M.A., Ashford University

MOLL, SANDRA HESS  
Director of Recruitment and Staffing  
B.S., University of Nevada - Las Vegas  
M.A., Webster University

MOORE, ALISSA  
Director of Urban Agriculture Project  
B.A., University of Wisconsin - Madison

MOORE, PHILIP S.  
Instructor of Mathematics  
B.S., M.A., Ph.D., Bowling Green State University

MORALESE, RICHARD  
Reference Librarian  
B.A., Florida International University  
M.L.I.S., University of Illinois - Champaign  
M.A., Naropa University

MUJEEYE, STEPHEN  
Instructor of Networking  
B.B.A., Siena Heights University  
M.S.A., Central Michigan University  
Ph.D., Nova Southeastern University

NATH, SANJIVENDRA  
Instructor of Mathematics  
B.T., Indian Institute of Technology, Kanpur, India  
M.S., M.S., Louisiana State University  
M.B.A., University of California - Berkeley
NELSON, ELIZABETH
Librarian, Cataloging/Collection Department
B.S., Benedictine University
M.A., University of Nebraska
M.L.I.S., Dominican University

NORDGREN, STARR
Instructor of English
B.A., Ripon College
M.A., DePaul University

ROBISON, MARIE E.
Instructor of Mathematics
B.S., Loyola University - Chicago
M.A., DePaul University

ROEVER, ANITA
Director of Human Resources/HRIS
A.S., McHenry County College
B.S., Columbia College - Missouri

ROSS, DEBORAH
Instructor of Nursing
B.S., Northern Illinois University
M.S.N., Walden University

RUTHVEN, SARAH E.
Instructor of Art History/Art Appreciation
A.A., Southwestern College
B.A., University of San Diego
M.A., School of the Art Institute of Chicago

SASAKI, NORIAKI
Instructor of Economics
B.A., Soka University
M.A., Ph.D., University of Arizona

SASS, ANGELA M.
Instructor of Nursing/Lab
B.S.N., Saint Anthony College of Nursing
M.A.S., Northern Illinois University

SCHMUTZ, JUSTIN
Instructor of Photography
B.F.A., Columbia College - Chicago
M.F.A., Yale University

SCHNOWSKE, BETSY
Director of Nursing
B.S., St. Ambrose University
M.S., Walden University

SEITZ, TIMOTHY T.
Instructor of Philosophy
B.A., M.A., University of Illinois - Urbana/Champaign

SKINDLER, MICHELLE
Associate Vice President of Human Resources
B.A., Northern Illinois University
M.B.A., Keller Graduate School of Management

SKRZYPECK, WILLIAM
Instructor of Programming
B.S., Western Illinois University
M.B.A., Northern Illinois University

SMITH, E. GEARY
Director of Technology Support Services
A.S., McHenry County College

SMITH, KAREN
Director of Bookstore
B.A., DePaul University

O’CONNELL, LILIAN
Manager of Access and Disability Services
B.A., Barat College
M.A., Northwestern University

ORTIZ, AMY B.
Instructor of Art History/Art Appreciation
A.A., College of Lake County
B.F.A., M.A., School of the Art Institute of Chicago
Ph.D., University of Wisconsin - Madison

PATTERSON, KRISTI
Manager of IL Small Business Development Center
B.A., Northern Illinois University

POE, KATRINE L.
Instructor of English
B.A., Clarke University - Iowa
M.A., Northeastern Illinois University
M.Ed., Loyola University - Chicago

POWER, LAURA A.
Dean of Humanities and Social Sciences
B.A., University of Wisconsin - Madison
M.A., DePaul University

RASMUSSEN, G. ROBERT
Director of Infrastructure Operations
A.A.S., McHenry County College
B.S., Columbia College - Missouri

REAGAN, MIKE S.
Instructor of Sociology
A.S., Carl Sandburg College
B.S., M.A., Western Illinois University

RIDGE, SHERRY
Instructor of Business
A.S., College of Lake County
B.S., Columbia College - Missouri
M.B.A., Webster University
SMITH, REBECCA
Instructor of Occupational Therapist Assistant Program
B.S., Concordia University Wisconsin

SMITH, ROBERT D.
Instructor of Biology
B.A., Concordia University, Wisconsin
M.S., Montana State University

SMITH, TODD A.
Director of Software Solutions
B.S., Indiana University
M.S., Kettering University

SOCOL, STEVEN M.
Instructor of Chemistry
B.S., University of Wisconsin - Milwaukee
Ph.D., Iowa State University

SPANGENBERG, BRUCE
Instructor of Horticulture
B.S., University of Wisconsin - Platteville
M.S., University of Illinois - Urbana/Champaign

STAUCHE, ANN
Manager of Nursing Laboratory
B.S., M.S., Olivet Nazarene University

STEJSKAL, PATRICIA A.
Director of Institutional Effectiveness
B.S., Illinois State University
M.A., Judson University

STOCKWELL, JAMES
Instructor of Film and Broadcast Journalism
B.A., M.A., Eastern Illinois University

STONECLIFFE, JILL A.
Instructor of Healthcare - Nursing
B.S.N., Loyola University - Chicago
M.S.N., University of Phoenix

SULLENS, DORALEE N.
Director of Continuing Education
B.A., University of Northern Iowa
M.A., Webster University

SULLIVAN, SARAH
Instructor of History
B.A., Southern Illinois University
M.A., Webster University
M.A., American Military University

T

TAYDEM, MARIA
Dean of Mathematics and Sciences
B.S., University of Illinois - Urbana/Champaign
M.A., Seattle University
Ph.D., University of North Carolina - Chapel Hill

TETREAULT, MIKE J.
Instructor of Networking
B.S., Lambton College, Sarnia, Ontario, Canada

U

UNGARO, BROCN
Instructor of Manufacturing Technology
A.A.S., McHenry County College

V

VANSICKLE, CYNTHIA M.
Instructor of English
B.A., Madonna University
M.A., Eastern Michigan University
M.A., University of Wisconsin - Madison
J.D., Kent School of Law - Chicago

VELJASEVIC, MELISSA
Instructor of Early Childhood Education
B.S., M.S., Northern Illinois University

VENKATASWAMY, SHIELA
Instructor of Sociology
B.A., Framingham State College
M.A., University of Akron

VICIAN, TOM J.
Instructor of Art/Ceramics
B.F.A., Northern Michigan University
M.F.A., Illinois State University

VOGT, MARLENE
Director of Occupational Therapist Assistant Program
B.S., M.S., Mount Mary College

W

WALLACE, ANGELA
Instructor of Physical Therapist Assistant Program
A.S., University of Indianapolis
B.S., M.A., Ball State University

WATERS, MARK
Instructor of English
B.A., University of Saint Francis
M.A., Ph.D., Northern Illinois University

WHALEN, ELAINE
Instructor of Health and Fitness Education
B.S., State University of New York – Cortland
M.Ed., Pennsylvania State University

WHEELAND, TODD
Executive Director of Facilities
B.A., Northern Illinois University

WHITE, DAVID K.
Instructor of History
B.A., Northern Illinois University
M.A., Saint Louis University

WILEY, KAREN
Director of Athletics, Intramurals & Recreation
M.S.Ed., Northern Illinois University
Y

YOUNG, STEVE A.
Instructor of Philosophy
B.M., University of Michigan - Ann Arbor
M. Div., McCormick Theological Seminary
M.Phil., Ph.D., Drew University

YZEIRI, IRENA
Instructor of Chemistry
B.S., M.S., University of Illinois - Chicago

Z

ZACCAGNINI, HEATHER R.
Instructor of Manufacturing Management
B.S., Purdue University
M.A.T., Rockford University
INDEX

AAS Degree and Certificate Planning Sheets ........................................ 73
Academic Achievement ........................................................................... 22
Academic Calendar ................................................................................... II
Academic Honors ..................................................................................... 35
Academic and Student Services ................................................................. 26
Academic Integrity and Standards ............................................................... 12
Academic Policies and Standards ............................................................... 12
Academic Skill Levels ................................................................................. 156
Access and Disability Services ................................................................. 26
Accommodations for Students with Disabilities .......................................... 3
Accounting ................................................................................................. 157
Accounting (AAS) ...................................................................................... 73
Accounting Certificate ............................................................................... 74
Accreditation and Affiliations .................................................................... 1
Administration/Faculty Directory ............................................................... 226
Administrative Office Management ............................................................ 159
Administrative Office Management (AAS) .................................................. 76
Administrative Office Management Certificate ......................................... 77
Administrative Office Skills Certificate ..................................................... 77
Admission ................................................................................................ 5
Admission Procedures ............................................................................... 5
Admission, Registration and Payment Procedures ..................................... 5
Adult Basic Education (ABE) and Adult Secondary Education (ASE) ....... 2
Adult Education ........................................................................................ 23
Adult Volunteer Literacy ............................................................................ 23
Advanced Automotive Technician Certificate ............................................. 85
Advanced Manufacturing Technician Certificate ....................................... 79
Advanced Placement .................................................................................. 19
Advanced Welding Technician Certificate .................................................. 154
Academic Advising .................................................................................... 26
Android Development Certificate .............................................................. 136
Animation .................................................................................................. 161
Animation Certificate .................................................................................. 92
Anthropology .............................................................................................. 162
Architectural and Engineering Design Certificate ...................................... 80
Architectural and Engineering Design Technology ...................................... 162
Art .............................................................................................................. 164
Assessment ............................................................................................... 3
Associate in Applied Science Degrees (AAS) ............................................ 63-64
Associate in Arts Degree (AA) ................................................................. 44, 47
Associate in Engineering Science Degree (AES) ......................................... 44, 54
Associate in Fine Arts Degree (AFA) – Art or Music Option ....................... 44, 56, 58
Associate in General Education Degree (AGE) ......................................... 61
Associate in Science Degree (AS) .............................................................. 44, 51
Associate’s Degree Requirements .............................................................. 34
Attendance Policy ...................................................................................... 12
Au Pair Students (J-1 Visa) ....................................................................... 6
Auditing Classes ......................................................................................... 12
Automotive ............................................................................................... 168
Automotive Chassis Certificate .................................................................. 84
Automotive Electrical Certificate ............................................................... 84
Automotive Maintenance Technician Certificate ......................................... 84
Automotive Technology (AAS) ................................................................. 81
Automotive Technology, Management Option (AAS) ............................... 83
Awarding of Additional Degrees ............................................................... 35
Baking and Pastry Assistant I Certificate .................................................. 87
Baking and Pastry Management (AAS) ....................................................... 86
BankMobile (myMCC Plus Card) ............................................................... 11
Basic Nursing Assistant Certificate .......................................................... 140
Biology ..................................................................................................... 171
Blended Courses ...................................................................................... 27
Bookkeeping Certificate ........................................................................... 74
Business .................................................................................................... 171
Business Management (AAS) ................................................................... 88
Business Management Principles Certificate ............................................. 89
Campus Crime Awareness ......................................................................... 40
Campus Crime Statistics ........................................................................... 41
Canvas (learning management system) ....................................................... 27
Career and Technical Education (CTE) Articulated Credit ......................... 66
Career and Technical Education (CTE) Dual Credit ................................... 65
Career and Technical Education Programs .............................................. 63
Career Services ......................................................................................... 26
Career-Focused Curriculum ....................................................................... 63
Certificate and AAS Degree Planning Sheets ........................................... 73
Certificate of Completion in a Career and Technical Education Area Requirements .............................................................................. 35
Certificate Programs .................................................................................. 64
Chargebacks ............................................................................................... 10
Chef’s Assistant I Certificate ..................................................................... 104
Children’s Learning Center (CLC) ............................................................ 3, 27
Chemistry .................................................................................................. 173
Clery Act ................................................................................................... 36
CNC Machining Certificate ....................................................................... 112
College Board Advanced Placement (AP) ................................................ 19, 20
College Experience .................................................................................... 31, 174
College Level Examination Program (CLEP) .......................................... 17
Commencement ........................................................................................ 34
Community Partner .................................................................................... 2
Computer Information Systems ................................................................. 174
Computers and Digital Media ................................................................... 91
Computer Science ..................................................................................... 175
Computer Skills Certificate ....................................................................... 78
Conferences and Facility Rental ................................................................. 2, 24
Construction Codes Certificate .................................................................. 99
Construction Management ........................................................................ 175
Construction Management (AAS) ............................................................. 98
<table>
<thead>
<tr>
<th>Course Description</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continuing Education</td>
<td>2, 24</td>
</tr>
<tr>
<td>Course Descriptions</td>
<td>157</td>
</tr>
<tr>
<td>Course Information</td>
<td>155</td>
</tr>
<tr>
<td>Course Level</td>
<td>155</td>
</tr>
<tr>
<td>Course Management System</td>
<td>27</td>
</tr>
<tr>
<td>Course Number</td>
<td>155</td>
</tr>
<tr>
<td>Course Overload</td>
<td>7, 26</td>
</tr>
<tr>
<td>Course Prefix</td>
<td>155</td>
</tr>
<tr>
<td>Credit for Prior Learning</td>
<td>16</td>
</tr>
<tr>
<td>Credit Hours and Course Load</td>
<td>7</td>
</tr>
<tr>
<td>Credit Refund Policy</td>
<td>11</td>
</tr>
<tr>
<td>Crime Awareness and Campus Security Act of 1990</td>
<td>40</td>
</tr>
<tr>
<td>Criminal Justice</td>
<td>176</td>
</tr>
<tr>
<td>Criminal Justice (AAS)</td>
<td>100</td>
</tr>
<tr>
<td>Crisis Intervention and Prevention Services</td>
<td>27</td>
</tr>
<tr>
<td>Culinary Management</td>
<td>177</td>
</tr>
<tr>
<td>Culinary Management (AAS)</td>
<td>103</td>
</tr>
<tr>
<td>Cyber Security Certificate</td>
<td>96</td>
</tr>
<tr>
<td>Database Management</td>
<td>179</td>
</tr>
<tr>
<td>DANTES Subject Standardized Tests (DSST)</td>
<td>20</td>
</tr>
<tr>
<td>Dean's List and President's</td>
<td>22</td>
</tr>
<tr>
<td>Honor List Recognition</td>
<td>2</td>
</tr>
<tr>
<td>Dedicated to Our Mission</td>
<td>47</td>
</tr>
<tr>
<td>Degree Planning Sheets</td>
<td></td>
</tr>
<tr>
<td>Digital Media</td>
<td>179</td>
</tr>
<tr>
<td>Digital Media (AAS)</td>
<td>91</td>
</tr>
<tr>
<td>Disbursement Information</td>
<td>28</td>
</tr>
<tr>
<td>Discrimination Policy</td>
<td>37</td>
</tr>
<tr>
<td>Distance Learning</td>
<td>2, 27</td>
</tr>
<tr>
<td>Distance Learning Degrees</td>
<td>27</td>
</tr>
<tr>
<td>Diverse Program Offerings</td>
<td>1</td>
</tr>
<tr>
<td>Dropping a Class</td>
<td>12</td>
</tr>
<tr>
<td>Drug and Alcohol Use Policy</td>
<td>42</td>
</tr>
<tr>
<td>E-Portfolio</td>
<td>3</td>
</tr>
<tr>
<td>Early Advising</td>
<td>26</td>
</tr>
<tr>
<td>Early Childhood Education</td>
<td>181</td>
</tr>
<tr>
<td>Early Childhood Education (AAS)</td>
<td>105</td>
</tr>
<tr>
<td>Early Childhood Education – Level III Certificate</td>
<td>107</td>
</tr>
<tr>
<td>Early Childhood Education – Level II Certificate</td>
<td>107</td>
</tr>
<tr>
<td>Earth Science</td>
<td>182</td>
</tr>
<tr>
<td>Economics</td>
<td>183</td>
</tr>
<tr>
<td>Education</td>
<td>183</td>
</tr>
<tr>
<td>Eligibility Requirements for Federal and State Aid</td>
<td>28</td>
</tr>
<tr>
<td>Emergency Medical Services</td>
<td>184</td>
</tr>
<tr>
<td>Emergency Medical Technician - Paramedic (AAS)</td>
<td>108</td>
</tr>
<tr>
<td>Emergency Medical Technician - Ambulance Certificate</td>
<td>109</td>
</tr>
<tr>
<td>Emergency Medical Technician - Paramedic Certificate</td>
<td>110</td>
</tr>
<tr>
<td>Engineering</td>
<td>185</td>
</tr>
<tr>
<td>Engineering Technology (AAS)</td>
<td>111</td>
</tr>
<tr>
<td>English</td>
<td>185</td>
</tr>
<tr>
<td>English as a Second Language (ESL)</td>
<td>23</td>
</tr>
<tr>
<td>Entrepreneurship Certificate</td>
<td>89</td>
</tr>
<tr>
<td>Equal Opportunity/Nondiscrimination</td>
<td>36</td>
</tr>
<tr>
<td>Evaluation of Credit from a Foreign Country</td>
<td>8</td>
</tr>
<tr>
<td>Explanation of Course Listings</td>
<td>155</td>
</tr>
<tr>
<td>Extended Absence Notification for Students</td>
<td>12</td>
</tr>
<tr>
<td>Family Educational Rights and Privacy Act (FERPA)</td>
<td>39</td>
</tr>
<tr>
<td>Fast Track Programs</td>
<td>65</td>
</tr>
<tr>
<td>Federal and State Aid</td>
<td>28</td>
</tr>
<tr>
<td>Financial Aid Return of Funds Policy</td>
<td>29</td>
</tr>
<tr>
<td>Financial Aid, Scholarships and Veterans Benefits</td>
<td>27</td>
</tr>
<tr>
<td>Firearms</td>
<td>40</td>
</tr>
<tr>
<td>Fire Science</td>
<td>187</td>
</tr>
<tr>
<td>Fire Science (AAS)</td>
<td>113</td>
</tr>
<tr>
<td>Firefighter Basic Certificate</td>
<td>114</td>
</tr>
<tr>
<td>Fitness Center</td>
<td>3, 30</td>
</tr>
<tr>
<td>Fitness Instructor Training Certificate</td>
<td>120</td>
</tr>
<tr>
<td>Floral Design Certificate</td>
<td>124</td>
</tr>
<tr>
<td>Focus on the Kids: Helping Your Child Cope with Parents at Odds</td>
<td>25</td>
</tr>
<tr>
<td>French</td>
<td>189</td>
</tr>
<tr>
<td>Fundamentals of Design Certificate</td>
<td>117</td>
</tr>
<tr>
<td>Game Development Certificate</td>
<td>92</td>
</tr>
<tr>
<td>Gardening Certificate</td>
<td>125</td>
</tr>
<tr>
<td>Geek Technology Certificate</td>
<td>96</td>
</tr>
<tr>
<td>General Complaint Procedure</td>
<td>38</td>
</tr>
<tr>
<td>General Education Group</td>
<td>155</td>
</tr>
<tr>
<td>General Education Philosophy Statement</td>
<td>3</td>
</tr>
<tr>
<td>Geography</td>
<td>189</td>
</tr>
<tr>
<td>Geology</td>
<td>191</td>
</tr>
<tr>
<td>German</td>
<td>191</td>
</tr>
<tr>
<td>Goals</td>
<td>2</td>
</tr>
<tr>
<td>Grade Forgiveness Policy</td>
<td>15</td>
</tr>
<tr>
<td>Grades and Grade Point Averages (GPA)</td>
<td>14</td>
</tr>
<tr>
<td>Graduation Procedures</td>
<td>34</td>
</tr>
<tr>
<td>Graduation Academic Honors</td>
<td>35</td>
</tr>
<tr>
<td>Graduation Audits Policy</td>
<td>34</td>
</tr>
<tr>
<td>Graduation Requirements and Procedures</td>
<td>34</td>
</tr>
<tr>
<td>Grants</td>
<td>28</td>
</tr>
<tr>
<td>Graphic Arts</td>
<td>191</td>
</tr>
<tr>
<td>Graphic Arts (AAS)</td>
<td>116</td>
</tr>
<tr>
<td>Graphic Design Certificate</td>
<td>117</td>
</tr>
<tr>
<td>Greenhouse Certificate</td>
<td>125</td>
</tr>
<tr>
<td>Harassment/Discrimination Policy and Procedures</td>
<td>37, 38</td>
</tr>
<tr>
<td>Health and Fitness Education</td>
<td>192</td>
</tr>
<tr>
<td>Health and Fitness Education (AAS)</td>
<td>119</td>
</tr>
<tr>
<td>Health Information Technology</td>
<td>194</td>
</tr>
<tr>
<td>Health Information Technology (AAS)</td>
<td>121</td>
</tr>
<tr>
<td>Health Sciences</td>
<td>195</td>
</tr>
</tbody>
</table>
Quality Assurance Pledge .............................................63
Quality Education ..........................................................1
Reading ...........................................................................220
Refund Disbursement (BankMobile) .............................11
Refund Policy ..................................................................11
Registered Nursing (AAS) ...................................................139
Registered Sex Offender Information ............................. 42
Registration ........................................................................7
Repeating Courses ..........................................................15
Residency Requirements ......................................................8
Residents of Illinois, In-District .........................................9
Residents of Illinois, Out-of-District ....................................9
Retail Marketing Specialist Certificate ..........................134
Retired Adult Program (RAP) ............................................24
Robotics ...........................................................................221
Robotics Systems Engineering Technology (AAS) ..........149
Robotics Systems Programmer Certificate ........................151
Safe and Accessible Environment ......................................3
Sage Learning Center ..........................................................32
Sample Academic Plans ......................................................46
SAT/ACT Prep Courses ......................................................31
Scholarships .....................................................................30
Senior Citizen Tuition Reduction ......................................11
Shah Center .....................................................................24
Small Business Marketing Certificate ..............................134
Social Media Marketing Certificate ....................................134
Sociology ..........................................................................222
Spanish ............................................................................222
Speech .............................................................................223
Student Activities .............................................................32
Student and Stakeholder Complaint Procedure ...............43
Student Appeal for Change of Grade ...............................14
Student Appeal for Late Withdrawal .................................13
Student Appeal of Instructor/ Administrative Withdrawal ........................................................................13
Student Code of Conduct ..................................................32, 36
Student Complaint Procedure .........................................43
Student Performances, Publications and Artwork .............32
Student Right-to-Know .....................................................39
Student Rights and Responsibilities ...............................39
Student Veterans Resource Center ..................................33
Students Called to Active Military Duty .........................13
Sustainability Center .........................................................24
Tax Practitioner Certificate .............................................75
Telephone and Address Guide ..........................................225
Testing Center ..................................................................33
Theatre .............................................................................32, 223
Title IV .............................................................................28
Title IV Credit Balance Policy .........................................28
Title IX .............................................................................36, 38
Title IX Coordinator .............................................................36
Tobacco-Free Campus Policy ..........................................42
Traffic Safety Program .....................................................25
Transcripts .........................................................................8
Transfer Compact Agreement ..........................................46
Transfer Guides by Major and Course Articulation ..........46
Transfer Programs .............................................................44
Transfer Students and Acceptance of Credit .................8
Transferability of MCC Courses and Programs ............45
Transferology .....................................................................46
Transgender Students .......................................................36
Tuition and Fees ...............................................................10
Turf and Golf Course Management Certificate ..............126
Twofers (Learning Communities) .....................................31
VAWA, Title IX, Harassment and Discrimination Complaint Policy and Procedures ..................36, 38
Veteran Benefits ...............................................................27
Violence Against Women Act of 1994 (VAWA) ............36, 38
Web Design .......................................................................224
Web Design Certificate ....................................................118, 153
Web Design & Development (AAS) ...............................152
Web Development Certificate ........................................153
Web Marketing Certificate ................................................153
Welding ............................................................................224
Welding Technician Certificate .......................................154
Withdrawal from a Class ...................................................12
Work-Based Learning .......................................................33
Workforce, Training and Business Programs ...............2, 24
Workforce and Community Development Programs and Services ........................................23
Workforce Services ............................................................23
WorkKeys® Assessments ...................................................23
Work Study .......................................................................28