

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

Thursday, June 30, 2022  
Regular Board Meeting



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

**MINUTES**

**1. CALL TO ORDER**

Chair Allen called the meeting to order at 6:00pm

**2. ROLL CALL**

Chair Allen asked Secretary Morton to take a roll call.

**Trustees Present**

Suzanne Hoban  
Elizabeth Speros  
Molly Walsh  
Diane Evertsen  
Dale Morton  
Tom Allen  
Chase Filkins  
Carlos Arévalo

**Also Present**

Dr. Clinton Gabbard- College President  
Kenneth Florey– Legal Counsel

**3. PLEDGE OF ALLEGIANCE**

Chair Allen led the Pledge of Allegiance.

**4. COLLEGE MISSION STATEMENT**

Student Trustee Filkins recited the College Mission Statement.

**5. ACCEPTANCE OF AGENDA**

The agenda was accepted as presented.

**6. ACCEPTANCE OF MINUTES**

Motion: Move that the Board of Trustees approve the minutes from Regular Board of Trustees Meeting, May 26, 2022. Trustee Arévalo motioned, seconded by Trustee Walsh. Motion approved.

**7. OPEN FOR RECOGNITION OF VISITORS / PUBLIC COMMENTS**

There were no visitors nor public comments for the Board.

**8. PRESIDENT'S REPORT: DR. CLINTON GABBARD**

**MCC Grants Office and Friends of MCC Foundation Partner on Mini-Grant Process**

MCC mini-grants are small, employee-driven projects that haven't otherwise been funded by the College. Projects must support one or more institutional goals and fall into one of three areas: 1) College Programs, 2) Faculty Enrichment, or 3) Technology Enrichment. This spring, MCC's annual Mini-Grant Program was updated to combine efforts by the Grants Office and the Friends of MCC Foundation (FMCCF). The Grants Office now manages the mini-grant application and administration process. A final selection is made by the MCC Cabinet, with funding for mini-grant awards provided by the FMCCF. The

timeline for applications has also been updated to better align with the beginning of the fiscal year. All College employees were invited to submit proposals for small-scale projects (up to \$5,000) that align with MCC's strategic institutional goals and would have a positive impact on student success. A total of \$27,451.00 was allocated by the Foundation to support mini-grants this coming year. To help promote this year's process, the Grants Office held a series of information sessions in April; applications were due in May. A total of nine applications were submitted, and based on goal alignment and available funding, all projects were approved. This list of FY 2023 mini-grants is below.

1. Additional Anatomy Models for Biology Students
2. Cultural Activities to Enhance Conversational Spanish Classes
3. Coffee/Refreshment Corner for Adult Education Students
4. iPad for Use with Cello Students
5. Diversity, Equity, and Inclusion Resources and Education for Students through Student Activities
6. Digital Job Board for Career Services Entrance
7. Large-Format Printer for Photography/Art Department
8. Experts and Insights Faculty Speaker Series Support for FY 2023
9. Dedicated Child-Focused Library Space for Student-Parents in MCC Library

### **Illinois Route 31 Widening Project**

In May, the College was notified by the Illinois Department of Transportation (IDOT) for a request to purchase a portion of land connected to our Shah Center in McHenry. The land for purchase totals 0.435 acres (defined by yellow border line in image) and is contiguous to and runs parallel along the full property length along Route 31. In addition to the purchase, IDOT is requesting a five-year easement on property along Shamrock Lane (defined by purple border line). The purchase price is still being negotiated, but the initial offer for both the purchase of land is \$75,000.00, and the granting of the easements is \$3,800.00, for a total of \$78,800.00. The College is still assessing the impact of this project on the land/landscaping, as well as the sound impact with Route 31 moving closer to the Eastern side of the Shah Center.

### **Illinois Legislation Aimed Toward Increasing Equity**

Governor J.B. Pritzker signed House Bill 5464, the Higher Education Omnibus Bill, on June 7, 2022. The legislation requires Illinois' public universities and community colleges to create equity plans to address disparities for historically underrepresented groups, including students of color, adult students, students from rural areas, women, and students with disabilities.

The Illinois Board of Higher Education (IBHE) and the Illinois Community College Board (ICCB) will manage the rollout of this legislation. Community colleges anticipate ICCB providing a framework for the equity plans this Fall. At this time, MCC is preparing to launch our Equity Planning Task Force by compiling pertinent student retention and completion data, as well as reviewing sample equity plans developed through the Illinois Equity in Attainment Initiative pilot program.

Tied to the overarching goal of equity, Governor Pritzker signed three additional bills that impact college operations:

1. Governor Pritzker signed House Bill 4201, which requires the state's public universities and community colleges to designate a staff member as a "benefits navigator" to help students apply for federal, state, and local aid programs they qualify for. MCC has identified our Financial Aid employees to serve in this capacity, while also strategically training student-facing employees on college and community resources.

2. Another recent legislation is the Student Debt Assistance Act (Public Act 102-0998). The Act prohibits all public and private institutions of higher education from conditioning the release of a student's unofficial or official transcript on the payment of "debt" owed to the institution. Moreover, the Act requires that every institution of higher education establish a financial or physical hardship withdrawal

process for students to limit the financial detriment to students who have taken out student debt but whose circumstances require them to withdraw before attaining a degree. MCC is actively reviewing protocols and updating as necessary to comply with legislation. We are proud to already have championed initiatives and revamped withdraw and refund processes in recent years with the goal of helping students persist from semester to semester.

3. Lastly, House Bill 3438 requires institutions to designate an employee as an Undocumented Student Resource Liaison to be available on campus to provide assistance to undocumented students and mixed status students within the United States in streamlining access to financial aid and academic support to successfully matriculate to degree completion. MCC has expanded a current part-time position into a full-time position to create a New-Student Enrollment Coach/Undocumented Student Liaison. This position will play a critical role in the planning and implementation of recruitment activities for all students, while then also serving as a guide and resource for undocumented students throughout their MCC experience.

### **MCC Welcomes Largest New-Student Orientation Group to Date**

On Thursday, June 30, the College welcomed over 190 students for an in-person new-student orientation session. New students began checking in at 9 a.m. and were able to meet with Advising, check their schedule, update their contact information, take a tour, and receive their Student ID. Additional student engagement opportunities were available, including resource tables with information on Financial Aid, Scholarships, Access and Disability Services, and the Testing Center. Students attended a general session, followed by additional sessions on pathways, departmental advising, and information for parents/support persons. Throughout the day, it was evident that students were energetic and excited to begin learning at MCC.

### **Upcoming Events**

Dr. Gabbard gave an overview of upcoming events of the College.

9. PRESENTATION-Early Childhood Education: Dr. Dawn Katz  
Dr. Dawn Katz gave a presentation on Early Childhood Education at MCC.

### 10. COMMUNICATIONS

A. Student Trustee Report: Mr. Chase Filkins  
Student Trustee Filkins gave an overview of his student trustee report that was submitted to the Board of Trustees.

### 11. APPROVAL OF CONSENT AGENDA

**Motion:** Move that the Board of Trustees approve the consent agenda as presented. Trustee Hoban motioned; Trustee Walsh seconded. Motion approved.

### **For Approval**

- A. Executive Summary and Financial Statements
  - 1. Executive Summary, Board Report #22-77
  - 2. Treasurer's Report, Board Report #22-78
  - 3. Ratification for Accounts Payable Check Register, Board Report #22-79
- B. Request to Approve/Implement/Lease/Purchase/Renew/Replace/Upgrade
  - 1. Revised Academic Calendar for 2022-2023, Board Report, Board Report #22-80
  - 2. Ferrilli Colleague Support Services Renewal, Board Report #22-81
  - 3. Ferrilli Database Administration Services, Board Report #22-82
  - 4. Microsoft Enterprise Agreement Renewal, Board Report #22-83

5. VMware Licensing and Support Contracts Renewal, Board Report #22-84
  6. NeoEd Talent Management Software, Board Report #22-85
  7. Outdoor Advertising, Board Report #22-86
  8. MCC Duplication Center Services for FY 2023, Board Report #22-87
- C. Personnel
1. Authorization for Personnel Appointment, Board Report #22-88
  2. Salary Adjustment, Board Report #22-89

12. ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

No items were removed from consent agenda.

13. APPROVAL OF FISCAL YEAR 2023 TENTATIVE BUDGET, Board Report #22-90

Motion: Move that the Board of Trustees approve the tentative budget for Fiscal Year 2023. Trustee Hoban motioned; Trustee Arévalo seconded. Motion approved. Trustee Evertsen voted against.

14. FISCAL YEAR 2024 RESOURCE ALLOCATION MANAGEMENT PROGRAM (RAMP), Board Report #22-91

Motion: Move that the Board of Trustees approve the FY 2024 Resource Allocation Management Program (RAMP) projects submissions, which include the Multi-Purpose Center Addition, First Responder Training Center, and Library/Student Success Center Renovation, to the Illinois Community College Board as presented for a total cost of \$38,032,129 with a required local match of \$9,508,032. Trustee Hoban motioned; Trustee Walsh seconded. Motion approved.

15. AUTHORIZATION OF FY 2022 NON-MANDATORY TRANSFERS OF FUNDS, Board Report #22-92

Motion: Move that the Board of Trustees approve the following non-mandatory transfer of funds of \$2,500,000.00 as follows: from the Education Fund (01) to the Operations and Maintenance Restricted Fund (03) in the amount of \$1,000,000.00, and from the Operations and Maintenance Fund (02) to the Operations and Maintenance Restricted Fund (03) in the amount of \$1,500,000.00. Trustee Speros motioned; Trustee Walsh seconded. Motion approved.

16. ADMINISTRATIVE COMPENSATION ADJUSTMENT FOR FY 2023, Board Report #22-93

Motion: Move that the Board of Trustees approve a 2.9% compensation adjustment for eligible administrators for FY 2023. Trustee Walsh motioned; Trustee Hoban seconded. Motion approved. Trustee Evertsen voted against.

17. COMPENSATION ADJUSTMENT FOR CONTINGENT EMPLOYEES FOR ACADEMIC YEAR 2022 – 2023, Board Report #22-94

Motion: Move that the Board of Trustees approve a 2.9% increase for contingent employees for Academic Year 2022-2023. Trustee Hoban motioned; Trustee Walsh seconded. Motion approved. Trustee Evertsen voted against and trustee Morton abstained.

18. FOR INFORMATION REPORT

Chair Allen commented that a lot of good information reports were included in the Board packet and went over all the reports titles.

19. FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS

Trustee Arévalo will take Dr. Gabbard up on his offer to meet with Board Trustees individually and answer any questions they have. He will reach out to him directly.

Trustee Evertsen wished everyone a good month off.

Trustee Morton commented on the mini grant process and great it is. He mentioned that when he joined the foundation these programs existed, but nobody knew about them.

Trustee Hoban appreciated Dr. Katz's presentation. She also referred to the MCC duplication report and commented that outsourcing some of the jobs makes a lot of sense.

Trustee Speros appreciated the billboard being renewed. She also thanked Mr. Tenuta and his team for everything they've been doing for months to get the budget information ready.

Trustee Allen thanked Dr. Katz for the presentation and noted that she has done wonderful things for MCC.

#### CLOSED SESSION

There was no closed session held at this meeting

#### 20. ADJOURNMENT

Hearing no further business, Trustee Arévalo motioned to adjourn, seconded by Trustee Walsh. All voiced aye and the meeting adjourned at 7:58pm

---

Denisa J. Shallo, Recording Secretary

---

Dale Morton, Board Secretary