

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

Thursday, May 26, 2022  
Regular Board Meeting  
6:00pm

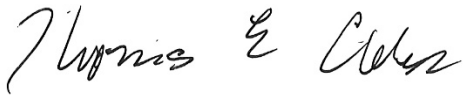


MCC Board Room, A217  
8900 U.S. Highway 14  
Crystal Lake, IL 60012

**AGENDA**

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. COLLEGE MISSION STATEMENT
5. ACCEPTANCE OF AGENDA
6. ACCEPTANCE OF MINUTES: Final Meeting of the Retiring Board, April 28, 2022  
Organizational Meeting, April 28, 2022  
First Meeting of the Newly Organized Board, April 28, 2022
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: Ms. Tawnja Trimble
  - D. [Student Trustee Report: Mr. Chase Filkins](#)
  - E. Attorney Report
10. APPROVAL OF CONSENT AGENDA  
**For Approval**
  - A. Executive Summary and Financial Statements
    1. [Executive Summary, Board Report #22-64](#)
    2. [Treasurer's Report, Board Report #22-65](#)
    3. [Ratification for Accounts Payable Check Register, Board Report #22-66](#)
  - B. Request to Approve/Implement/Lease/Purchase/Renew/Replace/Upgrade
    1. [Emergency Medical Technician \(EMT\) Program, Board Report #22-67](#)
    2. [Contingent Emergency Medical Services Trainer Compensation Structure, Board Report #22-68](#)
    3. [CampusWorks, Inc. Support and Services Agreement, Board Report #22-69](#)
    4. [Augusoft Lumens Integrated Professional \(iPRO\) and Lumens Contract Training - Premium Module Licenses, Board Report #22-70](#)
    5. [Alcove Insights Reporting Services and Support Renewal, Board Report #22-71](#)
    6. [Sophos Managed Threat Response, Board Report #22-72](#)
    7. [Board of Trustees Travel Request, Board Report #22-73](#)
  - C. Personnel
    1. [Appointment of Replacement, Vice President of Academic Affairs and Workforce Development, Board Report #22-74](#)
    2. [Salary Adjustment, Board Report #22-75](#)

11. ACTION ON ITEMS REMOVED FROM CONSENT AGENDA
12. [REQUEST TO GRANT HONORARY LEGACY STATUS TO VICKI BRENNAN, Board Report #22-76](#)
13. 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](#)
14. FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS
15. 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
16. ACCEPTANCE OF CLOSED SESSION MINUTES: Regular Board Meeting of February 24, 2022
17. ADJOURNMENT

A handwritten signature in black ink, appearing to read "Thomas E. Allen". The signature is fluid and cursive, with the first name "Thomas" being the most prominent.

Thomas E. Allen  
Chair

Student Trustee Report

As the Spring 2022 semester comes to an end, the student body is grateful for the guidance and mentorship given to the graduating class by the faculty, staff, and administration. The incoming students of Fall 2022 look forward to the same privileges and are excited to begin and/or continue their education in an organization that places their success above all else.

With the Summer 2022 semester underway, students planning to take classes are more excited about being at MCC than at the beach, which says a lot about how the student body feels about the programs available here at the College. The weather is nice, the birds are singing, and the students are more determined than ever to have another successful year as McHenry County College Scots.

Executive Summary

Information

Attached is the Executive Summary of financial information with year-to-date results for FY 2022 through the month of April.

Recommendation

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

A handwritten signature in black ink, appearing to read 'C. Gabbard', is written over the printed name.

Clinton E. Gabbard  
President

## Executive Summary

Fiscal Year 2022 is currently 83.0% complete with the year-to-date results ending April 30, 2022 being reported. In the Operating Funds, total revenue is 60.6% of budget, as compared with 61.5% at the same time last year. Total expenditures are 54.1% of budget, as compared with 54.3% 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 84.9% of budget and up \$848,618 (3.7%) from last year at this time. FY 2022 revenue is \$23,972,322 vs. FY 2021 revenue of \$23,123,703. For FY 2022, this revenue is derived from 50% of the 2020 tax levy (as approved by the Board in November 2020) and 50% of the 2021 tax levy (to be approved by the Board in November 2021).
- State government is 86.9% of budget and up \$309,864 (9.6%) from last year at this time. FY 2022 revenue is \$3,525,824 vs. FY 2021 revenue of \$3,215,960.
- Federal government is 0.0% of budget and down \$48,933 (-97.4%) from last year at this time. FY 2022 revenue is \$1,328 vs. FY 2021 revenue of \$50,261.
- Student tuition and fees is 95.1% of budget and up \$198,601 (1.6%) from last year at this time. FY 2022 revenue is \$12,698,478 vs. FY 2021 revenue of \$12,499,877. 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 82.9% of budget and up \$39,864 (100%) from last year at this time. FY 2022 revenue is \$43,737 vs. FY 2021 revenue of \$3,873. Activity in this area is comprised primarily from the Kids and College, Fitness Center, Horticulture Sales, and Sweet Scots.
- Facilities is 93.7% of budget and even \$0 (0.0%) from last year at this time. FY 2022 revenue is \$17,766 vs. FY 2021 revenue of \$17,766. 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 -83.6% of budget and down \$522,222 (-546.0%) from last year at this time. FY 2022 revenue is -\$426,584 vs. FY 2021 revenue of \$95,638.
- Nongovernmental gifts, scholarships, grants & bequests is 202.2% of budget and up \$13,026 (141.3%) from last year at this time. FY 2022 revenue is \$22,245 vs. FY 2021 revenue of \$9,219. Activity is due to contributions from the Foundation for faculty requested needs (travel, software, etc.).
- Other is 17.7% of budget and down \$16,363 (-0.3%) from last year at this time. FY 2022 revenue is \$4,911,022 vs. FY 2021 revenue of \$4,927,385. The main items in this category consists largely of Employee Health Insurance Contributions, which account for \$4,813,322, Retiree Health contributions, which account for \$448, Other Misc. Income, which account for \$57,250 with the remaining balance being made up of smaller accounts such as NSF charges, assorted fines, fees, and miscellaneous income all of which total \$40,001. 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 2021 that "On-Behalf Payment" was \$20,487,712.

## Expenditures

- Salaries expenditures are 76.5% of budget and up \$225,848 (1.1%) from last year at this time. FY 2022 expenditures are \$21,580,803 vs. FY 2021 expenditures of \$21,354,955.
- Employee benefit expenditures are 24.7% of budget and up \$69,986 (0.9%) from last year at this time. FY 2022 expenditures are \$7,935,618 vs. FY 2021 expenditures of \$7,865,632. ***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 \$17-20 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 84.6% of budget and up \$230,246 (7.0%) from last year at this time. FY 2022 expenditures are \$3,512,869 vs. FY 2021 expenditures of \$3,282,623. The account includes contractual services for custodial services, legal services, construction management, roads and grounds, and architectural type services.
- Materials and supplies expenditures are 92.4% of budget and up \$978,252 (50.4%) from last year at this time. FY 2022 expenditures are \$2,920,694 vs. FY 2021 expenditures of \$1,942,442.
- Travel and meeting expenditures are 82.5% of budget and up \$129,167 (132.2%) from last year at this time. FY 2022 expenditures are \$226,851 vs. FY 2021 expenditures of \$97,684.
- Fixed charges expenditures are 91.9% of budget and down \$94,665 (-6.0%) from last year at this time. FY 2022 expenditures are \$1,485,976 vs. FY 2021 expenditures of \$1,580,641. Included in this category are bond principal, interest payments, lease payments, and general insurance.
- Utilities expenditures are 69.8% of budget and down \$24,601 (-2.8%) from last year at this time. FY 2022 expenditures are \$846,144 vs. FY 2021 expenditures of \$870,745.
- Capital Outlay expenditures are 43.0% of budget and up \$554,310 (86.9%) from last year at this time. FY 2022 expenditures are \$1,191,935 vs. FY21 expenditures of \$637,625. ***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 71.7% of budget and down \$73,532 (-10.2%) from last year at this time. FY 2022 expenditures are \$650,762 vs. FY 2021 expenditures of \$724,294. 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 2022 expenditures are \$0 vs. FY 2021 expenditures of \$0.



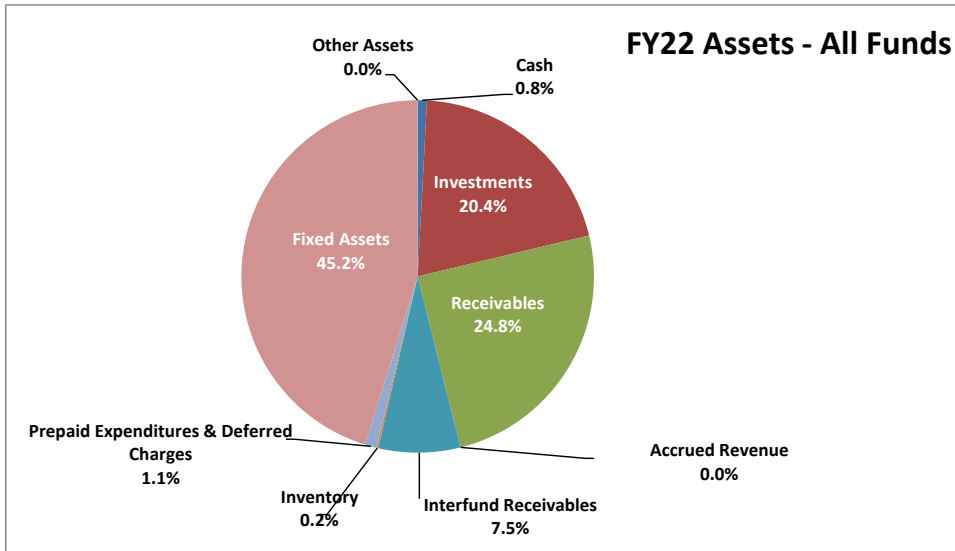
Clinton E. Gabbard  
President

**All Funds Statement of Net Position (Balance Sheet)**  
**April 30, 2022**

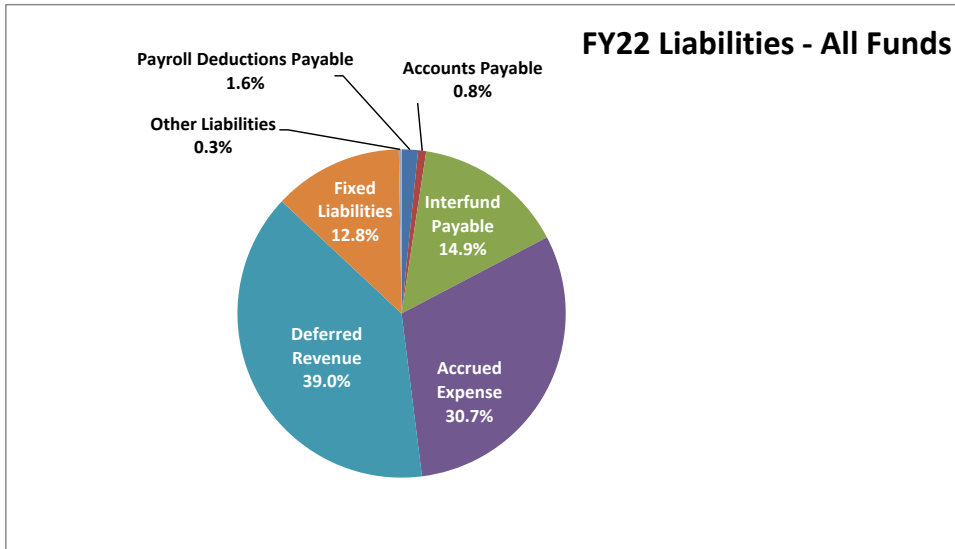
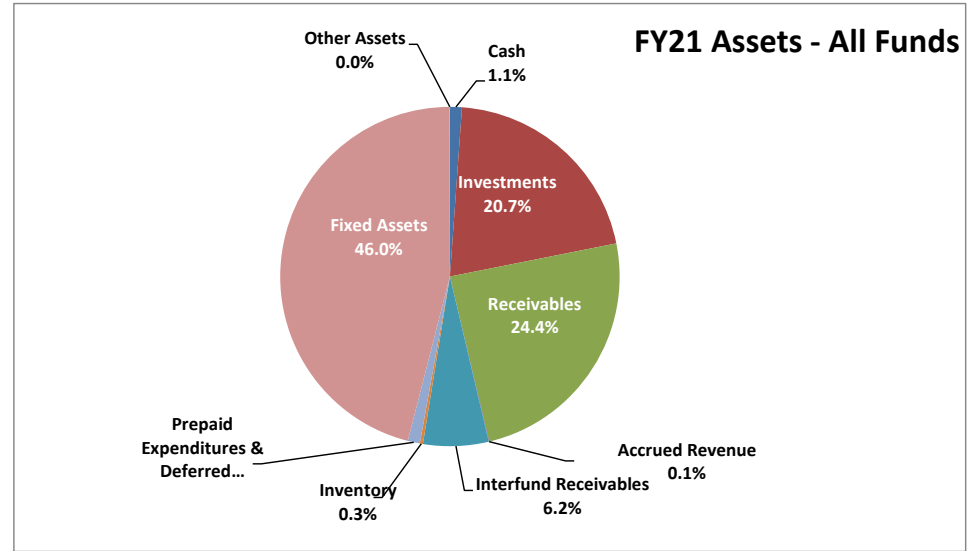
| Funds Statement of Net Position (Balance Sheet)  |             |                |                               |  |                      |                            |                          |                   |                          |                        |                     |            |  |              |
|--|-------------|----------------|-------------------------------|--|----------------------|----------------------------|--------------------------|-------------------|--------------------------|------------------------|---------------------|------------|--|--------------|
| April 30, 2022                                   |             |                |                               |  |                      |                            |                          |                   |                          |                        |                     |            |  |              |
|  | 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 & 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    |
| Assets   |             |                |                               |  |                      |                            |                          |                   |                          |                        |                     |            |  |              |
| Cash   | 1,318,327   | -              | -                             | -  | 480,343.76           | -                          | 0                        | 95,646            | -                        | -                      | 407,368             | 35,185     | -                                      | 299,784      |
| Investments                                      | 32,001,436  | 11,323,883     | 1,014,601                     | 14,686,303                                 | -                    | -                          | -                        | 2,910,593         | -                        | -                      | -                   | -          | 2,066,056                              | -            |
| Receivables                                      | 38,857,027  | 34,801,435     | 2,444,595                     | -  | -                    | 6,715                      | 826,837                  | -                 | -                        | -                      | -                   | 75,000     | 702,444                                | -            |
| Accrued Revenue                                  | 70,975      | 16,876         | 1,558                         | 46,671                                     | -                    | -                          | -                        | 3,198             | -                        | -                      | -                   | -          | 2,671                                  | -            |
| Interfund Receivables                            | 11,734,596  | 4,585,161      | 6,638,150                     | 0  | -                    | 671,219                    | (510,150)                | -                 | -                        | -                      | 0                   | 0          | 0                                      | 350,216      |
| Inventory  | 247,431     | -              | -                             | -  | -                    | 247,431                    | -                        | -                 | -                        | -                      | -                   | -          | -                                      | -            |
| Prepaid Expenditures & Deferred Charges          | 1,660,655   | 785,400        | 13,306                        | -  | -                    | 18,391                     | 89,975                   | -                 | -                        | 119,183                | -                   | -          | 40,719                                 | 593,681      |
| Fixed Assets                                     | 70,777,723  | -              | -                             | -  | -                    | -                          | -                        | -                 | 70,777,723               | -                      | -                   | -          | -                                      | -            |
| Other Assets                                     | 24,358      | -              | -                             | -  | -                    | -                          | -                        | -                 | -                        | 24,358                 | -                   | -          | -                                      | -            |
| Total Assets                                     | 156,692,527 | 51,512,755     | 10,112,210                    | 14,732,975                                 | 480,344              | 943,756                    | 406,663                  | 3,009,437         | 70,777,723               | 143,541                | 407,368             | 110,185    | 2,811,890                              | 1,243,681    |
| Liabilities                                      |             |                |                               |  |                      |                            |                          |                   |                          |                        |                     |            |  |              |
| Payroll Deductions Payable                       | 1,226,671   | 1,052,616      | 33,297                        | -  | -                    | 119,460                    | 21,298                   | -                 | -                        | -                      | -                   | -          | -                                      | -            |
| Accounts Payable                                 | 604,746     | 592,851        | -                             | -  | -                    | 581                        | 11,314                   | -                 | -                        | -                      | -                   | -          | -                                      | -            |
| Interfund Payable                                | 11,361,760  | -              | -                             | 9,325,937                                  | -                    | 227,166                    | 53,343                   | -                 | -                        | -                      | -                   | -          | 1,755,314                              | -            |
| Accrued Expense                                  | 23,381,826  | -              | -                             | -  | -                    | -                          | -                        | -                 | -                        | -                      | -                   | -          | -                                      | 23,381,826   |
| Deferred Revenue                                 | 29,676,408  | 21,455,969     | 1,721,444                     | 15,600                                     | 145,600              | 29,259                     | -                        | -                 | -                        | -                      | -                   | 50,000     | 468,296                                | 5,790,240    |
| Fixed Liabilities                                | 9,725,657   | -              | -                             | -  | -                    | -                          | -                        | -                 | -                        | 9,725,657              | -                   | -          | -                                      | -            |
| Other Liabilities                                | 202,885     | 43,268         | -                             | -  | -                    | 159,617                    | -                        | -                 | -                        | -                      | -                   | -          | -                                      | -            |
| Total Liabilities                                | 76,179,953  | 23,144,705     | 1,754,740                     | 9,341,537                                  | 145,600              | 536,083                    | 85,955                   | -                 | -                        | 9,725,657              | -                   | 50,000     | 2,223,610                              | 29,172,066   |
| Designated Fund Balance                          | 80,512,574  | 28,368,050     | 8,357,470                     | 5,391,438                                  | 334,744              | 407,673                    | 320,707                  | 3,009,437         | 70,777,723               | (9,582,116)            | 407,368             | 60,185     | 588,280                                | (27,928,385) |
| Assigned Fund Balance                            |             |                |                               |  |                      |                            |                          |                   |                          |                        |                     |            |  |              |
| 33% Unassigned for annual budgeted expenditures  | 19,160,136  | 16,938,640     | 2,221,497                     |  |                      |                            |                          |                   |                          |                        |                     |            |  |              |
| Other Designated Reserves                        | 0           |                |                               |  |                      |                            |                          |                   |                          |                        |                     |            |  |              |
| Capital Improvement/Investment in Capital Assets | 76,169,161  |                |                               | 5,391,438                                  | 0                    |                            |                          |                   | 70,777,723               |                        |                     |            |  |              |
| Liabilities, Protection, and Settlement          | -37,065,762 |                |                               |  |                      |                            |                          |                   |                          | -9,725,657             |                     |            | 588,280                                | -27,928,385  |
| Working Cash/Other Restricted                    | 2,538,260   |                |                               |  |                      |                            | 320,707                  | 1,750,000         |                          |                        | 407,368             | 60,185     |  |              |
| Remaining Unassigned Balance                     | 19,710,779  | 11,429,411     | 6,135,973                     | 0  | 334,744              | 407,673                    | 0                        | 1,259,437         | 0                        | 143,541                | 0                   | 0          | 0                                      | 0            |

**All Funds Statement of Net Position (Balance Sheet)**  
**April 30, 2022**

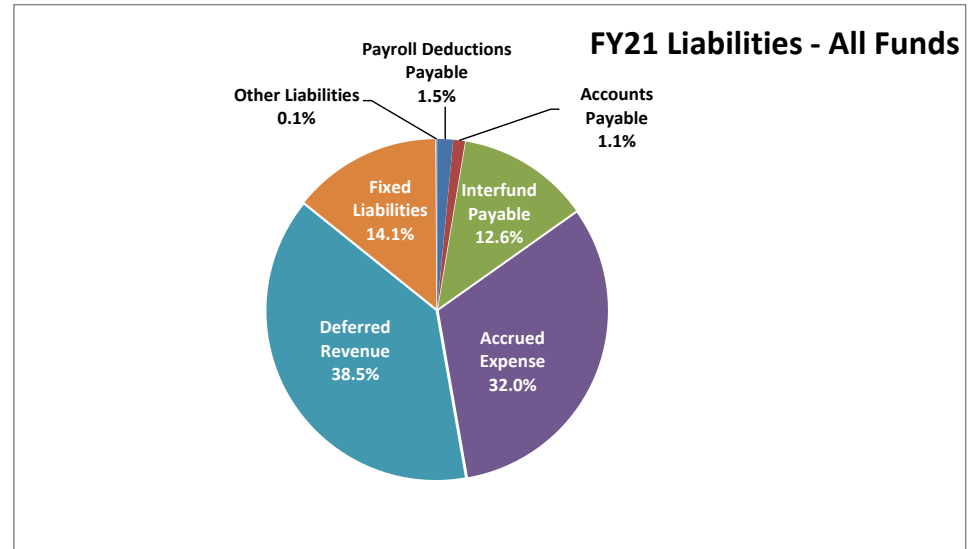
Total Assets = \$ 156,692,527



Total Assets = \$ 151,788,752



Total Liabilities = \$ 76,179,953



Total Liabilities = \$ 75,222,842



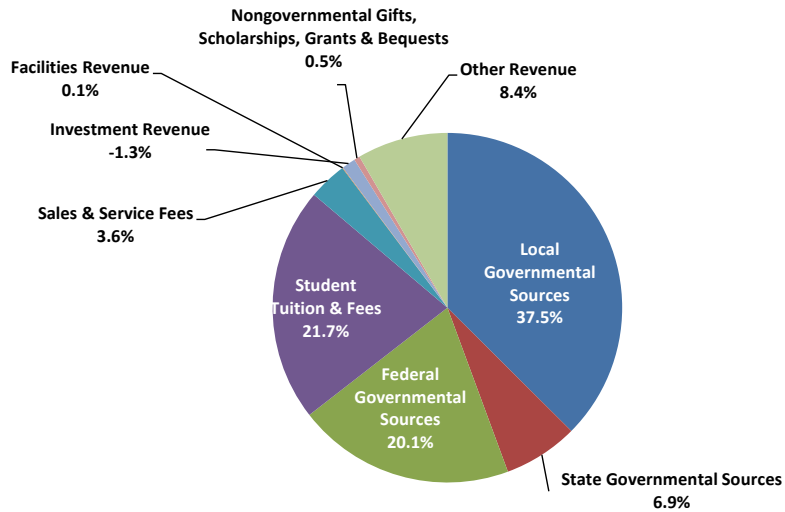
**All Funds Statement of Activities (Income Statement)**  
**April 30, 2022**

|  |                   | 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 | 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>Revenue</b>   |                   |                   |                               |  |                   |                            |                          |                   |                          |                        |                     |               |  |              |
| Local Governmental Sources                             | 24,623,915        | 21,711,920        | 2,260,402                     | -  | -                 | -                          | 4,240                    | -                 | -                        | -                      | -                   | 62,474        | 584,879                                | -            |
| State Governmental Sources                             | 4,546,364         | 2,769,285         | 756,539                       | -  | -                 | -                          | 1,020,541                | -                 | -                        | -                      | -                   | -             | -                                      | -            |
| Federal Governmental Sources                           | 13,226,487        | 1,328             | -                             | -  | -                 | -                          | 13,225,159               | -                 | -                        | -                      | -                   | -             | -                                      | -            |
| Student Tuition & Fees                                 | 14,260,390        | 11,218,322        | 1,480,156                     | 79,182                                     | 739,057           | 743,673                    | -                        | -                 | -                        | -                      | -                   | -             | -                                      | -            |
| Sales & Service Fees                                   | 2,337,810         | 43,737            | -                             | -  | -                 | 2,294,073                  | -                        | -                 | -                        | -                      | -                   | -             | -                                      | -            |
| Facilities Revenue                                     | 38,099            | 17,766            | -                             | -  | -                 | 20,333                     | -                        | -                 | -                        | -                      | -                   | -             | -                                      | -            |
| Investment Revenue                                     | (836,617)         | (403,611)         | (22,973)                      | (323,479)                                  | -                 | -                          | -                        | (47,162)          | -                        | -                      | -                   | -             | (39,391)                               | -            |
| Nongovernmental Gifts, Scholarships, Grants & Bequests | 354,273           | 22,245            | -                             | -  | -                 | 2,855                      | 194,523                  | -                 | -                        | -                      | 134,650             | -             | -                                      | -            |
| Other Revenue  | 5,516,757         | 4,875,941         | 35,081                        | 481,005                                    | -                 | -                          | -                        | -                 | 539,879                  | (481,005)              | 65,857              | -             | -                                      | -            |
| <b>Total Revenue</b>                                   | <b>64,067,477</b> | <b>40,256,932</b> | <b>4,509,205</b>              | <b>236,708</b>                             | <b>739,057</b>    | <b>3,060,933</b>           | <b>14,444,463</b>        | <b>(47,162)</b>   | <b>539,879</b>           | <b>(481,005)</b>       | <b>200,506</b>      | <b>62,474</b> | <b>545,488</b>                         | <b>-</b>     |
| <b>Expenditures</b>                                    |                   |                   |                               |  |                   |                            |                          |                   |                          |                        |                     |               |  |              |
| Salaries   | 24,151,262        | 21,134,659        | 446,144                       | -  | -                 | 1,439,946                  | 1,130,514                | -                 | -                        | -                      | -                   | -             | -                                      | -            |
| Employee Benefits                                      | 8,873,406         | 7,839,312         | 96,307                        | -  | -                 | 244,526                    | 193,868                  | -                 | -                        | -                      | -                   | -             | 499,394                                | -            |
| Contractual Services                                   | 4,641,981         | 2,398,221         | 1,114,648                     | 18,773                                     | -                 | 396,163                    | 653,540                  | -                 | -                        | -                      | -                   | 60,637        | -                                      | -            |
| General Materials & Supplies                           | 5,055,267         | 2,056,157         | 864,536                       | -  | -                 | 1,015,574                  | 1,118,999                | -                 | -                        | -                      | -                   | -             | -                                      | -            |
| Travel & Conference/Meeting                            | 327,828           | 213,500           | 13,351                        | -  | -                 | 48,543                     | 52,434                   | -                 | -                        | -                      | -                   | -             | -                                      | -            |
| Fixed Charges  | 598,781           | 1,453,434         | 32,542                        | -  | 626,200           | 9,836                      | -                        | -                 | -                        | (1,599,794)            | -                   | -             | 76,562                                 | -            |
| Utilities  | 846,144           | 173,179           | 672,965                       | -  | -                 | -                          | -                        | -                 | -                        | -                      | -                   | -             | -                                      | -            |
| Capital Outlay   | 3,046,543         | 87,424            | 1,104,511                     | 481,005                                    | -                 | 15,922                     | 1,347,300                | -                 | 10,381                   | -                      | -                   | -             | -                                      | -            |
| Other Expenditures                                     | 10,482,988        | 650,762           | -                             | -  | -                 | 5,561                      | 9,622,576                | -                 | -                        | -                      | 204,088             | -             | -                                      | -            |
| Contingency  | -                 | -                 | -                             | -  | -                 | -                          | -                        | -                 | -                        | -                      | -                   | -             | -                                      | -            |
| <b>Total Expenditures</b>                              | <b>58,024,201</b> | <b>36,006,649</b> | <b>4,345,004</b>              | <b>499,778</b>                             | <b>626,200</b>    | <b>3,176,070</b>           | <b>14,119,230</b>        | <b>-</b>          | <b>10,381</b>            | <b>(1,599,794)</b>     | <b>204,088</b>      | <b>60,637</b> | <b>575,956</b>                         | <b>-</b>     |
| <b>Excess/(deficit) of revenues over expenditures</b>  | <b>6,043,277</b>  | <b>4,250,283</b>  | <b>164,202</b>                | <b>(263,070)</b>                           | <b>112,857</b>    | <b>(115,137)</b>           | <b>325,232</b>           | <b>(47,162)</b>   | <b>529,497</b>           | <b>1,118,788</b>       | <b>(3,582)</b>      | <b>1,837</b>  | <b>(30,468)</b>                        | <b>-</b>     |
| Operating transfers in                                 | -                 | -                 | -                             | -  | -                 | -                          | -                        | -                 | -                        | -                      | -                   | -             | -                                      | -            |
| Operating transfers out                                | -                 | -                 | -                             | -  | -                 | -                          | -                        | -                 | -                        | -                      | -                   | -             | -                                      | -            |
| Beginning Fund Balance                                 | 74,469,295        | 24,117,766        | 8,193,267                     | 5,654,508                                  | 221,886           | 522,810                    | (4,525)                  | 3,056,600         | 70,248,226               | (10,700,905)           | 410,950             | 58,348        | 618,749                                | (27,928,385) |
| Ending Fund Balance                                    | 80,512,572        | 28,368,049        | 8,357,469                     | 5,391,438                                  | 334,743           | 407,673                    | 320,707                  | 3,009,438         | 70,777,723               | (9,582,117)            | 407,368             | 60,185        | 588,281                                | (27,928,385) |

All Funds Statement of Activities (Income Statement)  
April 30, 2022

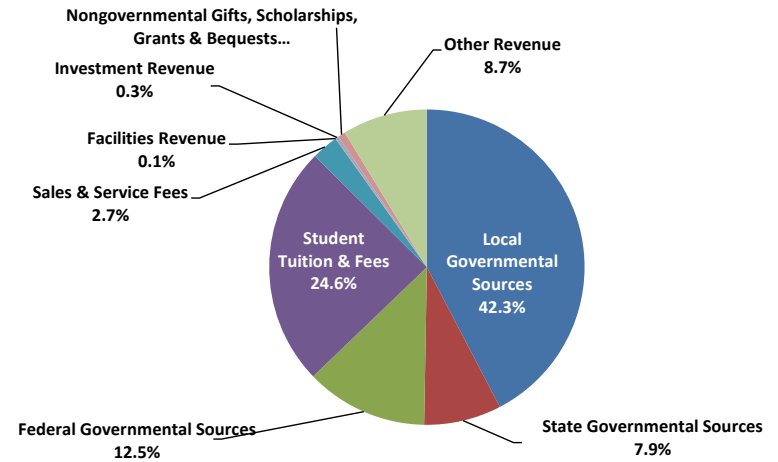
Total Revenue = \$ 64,067,477

**FY22 Revenue - All Funds**

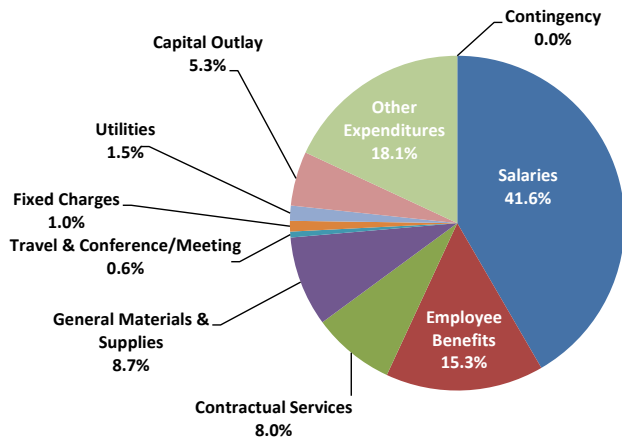


Total Revenue = \$ 56,969,941

**FY21 Revenue - All Funds**

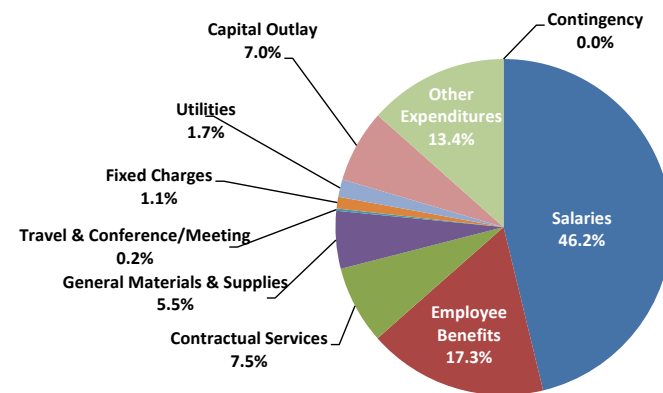


**FY22 Expenditures - All Funds**



Total Expense = \$ 58,024,201

**FY21 Expenditures - All Funds**



Total Expense = \$ 51,669,905

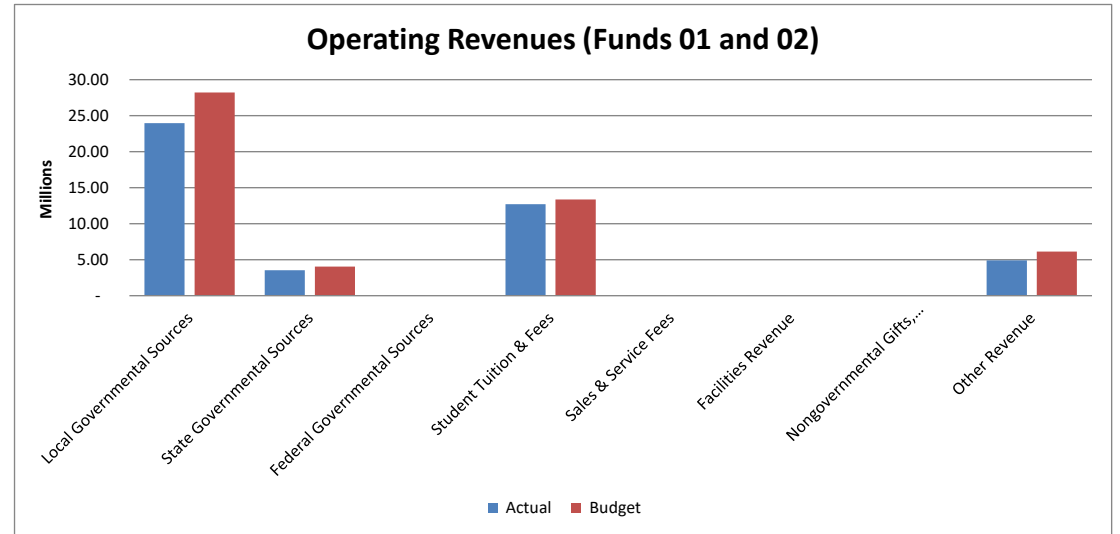
**Operating (Funds 01 & 02) Statement of Activities (Net of SURS/Investments)**

April 30, 2022

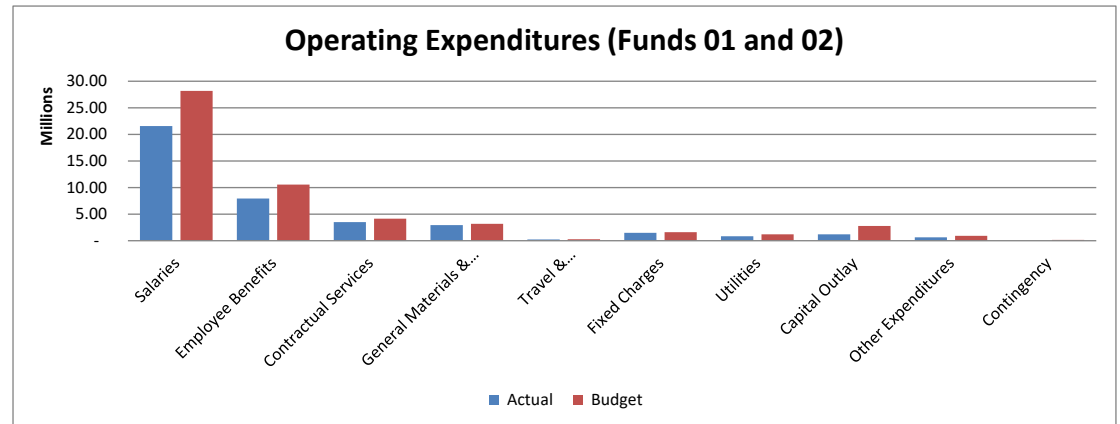
|  |                      |                      |                       | FY21           |              |                      |                          |
|--|----------------------|----------------------|-----------------------|----------------|--------------|----------------------|--------------------------|
|  |                      | FY22                 |                       | YTD Actual to: |              | FY21                 | FY22 Act.                |
|  | YTD Actual           | YTD Budget           | Full Budget           | YTD Bud.       | Full Bud.    | YTD Actual           | Change Over<br>FY21 Act. |
| <b>Revenue</b>   |                      |                      |                       |                |              |                      |                          |
| Local Governmental Sources                             | \$ 23,972,322        | \$ 23,414,627        | \$ 28,225,058         | 102.4%         | 84.9%        | \$ 23,123,703        | \$ 848,618               |
| State Governmental Sources                             | 3,525,824            | 3,365,092            | 4,056,435             | 104.8%         | 86.9%        | 3,215,960            | \$ 309,864               |
| Federal Governmental Sources                           | 1,328                | -                    | -                     | 0.0%           | 0.0%         | 50,261               | \$ (48,933)              |
| Student Tuition & Fees                                 | 12,698,478           | 12,081,925           | 13,350,427            | 105.1%         | 95.1%        | 12,499,877           | \$ 198,601               |
| Sales & Service Fees                                   | 43,737               | 43,760               | 52,750                | 99.9%          | 82.9%        | 3,873                | \$ 39,864                |
| Facilities Revenue                                     | 17,766               | 15,734               | 18,966                | 112.9%         | 93.7%        | 17,766               | \$ -                     |
| Nongovernmental Gifts                                  | 22,245               | 9,125                | 11,000                | 243.8%         | 202.2%       | 9,219                | \$ 13,026                |
| Other Revenue  | 4,911,022            | 5,078,496            | 6,121,850             | 96.7%          | 80.2%        | 4,927,385            | \$ (16,363)              |
| <b>Total Revenue</b>                                   | <b>\$ 45,192,721</b> | <b>\$ 44,008,758</b> | <b>\$ 51,836,486</b>  | <b>102.7%</b>  | <b>87.2%</b> | <b>\$ 43,848,045</b> | <b>\$ 1,344,676</b>      |
| <b>Expenditures</b>                                    |                      |                      |                       |                |              |                      |                          |
| Salaries   | \$ 21,580,803        | \$ 23,392,159        | \$ 28,197,974         | 92.3%          | 76.5%        | \$ 21,354,955        | \$ 225,848               |
| Employee Benefits                                      | 7,935,618            | 8,763,341            | 10,563,730            | 90.6%          | 75.1%        | 7,865,632            | \$ 69,986                |
| Contractual Services                                   | 3,512,869            | 3,445,969            | 4,153,928             | 101.9%         | 84.6%        | 3,282,623            | \$ 230,246               |
| General Materials & Supplies                           | 2,920,694            | 2,622,386            | 3,161,144             | 111.4%         | 92.4%        | 1,942,442            | \$ 978,252               |
| Travel & Conference/Meeting                            | 226,851              | 228,049              | 274,901               | 99.5%          | 82.5%        | 97,684               | \$ 129,167               |
| Fixed Charges  | 1,485,976            | 1,341,045            | 1,616,557             | 110.8%         | 91.9%        | 1,580,641            | \$ (94,665)              |
| Utilities  | 846,144              | 1,005,854            | 1,212,502             | 84.1%          | 69.8%        | 870,745              | \$ (24,601)              |
| Capital Outlay   | 1,191,935            | 2,298,113            | 2,770,250             | 51.9%          | 43.0%        | 637,625              | \$ 554,310               |
| Other Expenditures                                     | 650,762              | 753,088              | 907,807               | 86.4%          | 71.7%        | 724,294              | \$ (73,532)              |
| Contingency  | -                    | 124,435              | 150,000               | 0.0%           | 0.0%         | -                    | \$ -                     |
| <b>Total Expenditures</b>                              | <b>\$ 40,351,653</b> | <b>\$ 43,974,440</b> | <b>\$ 53,008,793</b>  | <b>91.8%</b>   | <b>76.1%</b> | <b>\$ 38,356,641</b> | <b>\$ 1,995,012</b>      |
| <b>Surplus/(deficit)</b>                               | <b>\$ 4,841,068</b>  | <b>\$ 34,318</b>     | <b>\$ (1,172,307)</b> |                |              | <b>\$ 5,491,404</b>  | <b>\$ (650,336)</b>      |
| Net Transfers Out/(In)                                 | \$ -                 |                      | \$ 1,000,000          |                |              | \$ 700,000           | \$ (700,000)             |
| <b>Net Operating Funds Surplus/(Deficit)</b>           | <b>\$ 4,841,068</b>  | <b>\$ 34,318</b>     | <b>\$ (2,172,307)</b> |                |              | <b>\$ 4,791,404</b>  | <b>\$ 49,664</b>         |
| <i>Beginning Fund Balance</i>                          | <i>32,311,033</i>    | <i>32,311,033</i>    | <i>32,311,033</i>     |                |              | <i>29,109,315</i>    |                          |
| <i>Net Operating Funds Surplus/(Deficit)</i>           | <i>4,841,068</i>     | <i>34,318</i>        | <i>(2,172,307)</i>    |                |              | <i>4,791,404</i>     |                          |
| <i>Add: Contingency (assumption is it is not used)</i> |                      |                      | <i>150,000</i>        |                |              |                      |                          |
| <b>Calculated YTD Ending Fund Balance (b)</b>          | <b>\$ 37,152,101</b> | <b>\$ 32,345,351</b> | <b>\$ 30,288,726</b>  |                |              | <b>\$ 33,900,719</b> |                          |

**Operating Funds - Statement of Activities**  
**April 30, 2022**

|  | Actual               | Budget               |
|--|----------------------|----------------------|
| <b>Revenue</b>   |                      |                      |
| Local Governmental Sources                             | 23,972,321.78        | 28,225,058.00        |
| State Governmental Sources                             | 3,525,823.82         | 4,056,435.00         |
| Federal Governmental Sources                           | 1,328.00             | -                    |
| Student Tuition & Fees                                 | 12,698,477.85        | 13,350,427.00        |
| Sales & Service Fees                                   | 43,737.00            | 52,750.00            |
| Facilities Revenue                                     | 17,766.00            | 18,966.00            |
| Nongovernmental Gifts, Scholarships, Grants & Bequests | 22,244.75            | 11,000.00            |
| Other Revenue  | 4,911,021.76         | 6,121,850.00         |
| <b>Total Revenue</b>                                   | <b>45,192,720.96</b> | <b>51,836,486.00</b> |



|   |                      |                       |
|---|----------------------|-----------------------|
| <b>Expenditures</b>                                   |                      |                       |
| Salaries  | 21,580,803.01        | 28,197,974.00         |
| Employee Benefits                                     | 7,935,618.38         | 10,563,730.00         |
| Contractual Services                                  | 3,512,869.23         | 4,153,928.15          |
| General Materials & Supplies                          | 2,920,693.62         | 3,161,144.00          |
| Travel & Conference/Meeting                           | 226,851.21           | 274,900.85            |
| Fixed Charges   | 1,485,976.25         | 1,616,557.00          |
| Utilities   | 846,144.22           | 1,212,502.00          |
| Capital Outlay  | 1,191,935.02         | 2,770,250.00          |
| Other Expenditures                                    | 650,761.97           | 907,807.00            |
| Contingency   | -                    | 150,000.00            |
| <b>Total Expenditures</b>                             | <b>40,351,652.91</b> | <b>53,008,793.00</b>  |
| <b>Excess/(deficit) of revenues over expenditures</b> | <b>4,841,068.05</b>  | <b>(1,172,307.00)</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 April 2022, including details regarding the College's investments.

Recommendation

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

A handwritten signature in black ink, appearing to read 'C. Gabbard', is written over the printed name.

Clinton E. Gabbard  
President

**McHenry County College  
Treasurer's Report  
For the Month of April 2022**

| <b>Bank Name<br/>Account</b>                             | <b>Beginning<br/>Balance</b> | <b>Deposits (+)<br/>Other Additions</b> | <b>Disbursements (-)<br/>Other Subtractions</b> | <b>Ending<br/>Balance</b> |
|--|------------------------------|---|---|---------------------------|
| Crystal Lake Bank & Trust<br><b>Credit Cards</b>         | \$145,356.17                 | \$532,778.88                            | \$461,517.17                                    | \$216,617.88              |
| Crystal Lake Bank & Trust<br><b>Direct Pay</b>           | \$44,523.40                  | \$868,783.15                            | \$865,011.27                                    | \$48,295.28               |
| Crystal Lake Bank & Trust<br><b>Employee Benefits</b>    | \$0                          | \$45,331.35                             | \$45,331.35                                     | \$0                       |
| Crystal Lake Bank & Trust<br><b>Federal Student Loan</b> | \$10,000.00                  | \$393,683.66                            | \$393,683.66                                    | \$10,000.00               |
| Crystal Lake Bank & Trust<br><b>Funds Holding</b>        | \$929,146.39                 | \$4,414,857.10                          | \$4,138,358.60                                  | \$1,205,644.89            |
| Crystal Lake Bank & Trust<br><b>Operations</b>           | \$132,408.79                 | \$1,478,292.83                          | \$1,478,422.33                                  | \$132,279.29              |
| Crystal Lake Bank & Trust<br><b>Payroll</b>              | \$1,092,255.57               | \$2,082,867.21                          | \$3,101,712.36                                  | \$73,410.42               |

McHenry County College  
April 30, 2022

Investments

| College Fund  | Financial Institution | 04/30/22<br>Investments | 03/31/22<br>Investments | 04/30/22<br>% of Total<br>Investments | Interest  | No. of Days | Maturity  |
|---|-----------------------|-------------------------|-------------------------|---------------------------------------|-----------|-------------|-----------|
| Education   | Illinois Funds        | \$30,298                | \$26,201                | 0%                                    | see below | N/A         | On Demand |
| Education   | PFM Investments       | 11,310,461              | 13,479,850              | 35%                                   | see below | N/A         | Various   |
| Operations & Maintenance                                      | PFM Investments       | 1,016,159               | 1,020,121               | 3%                                    | see below | N/A         | Various   |
| Operations & Maintenance (Restricted)                         | PFM Investments       | 6,803,935               | 6,851,015               | 21%                                   | see below | N/A         | Various   |
| Operations & Maintenance (Restricted CDB Project-810-066-019) | PFM Investments       | 7,368,000               | 7,383,031               | 23%                                   | see below | N/A         | Various   |
| Operations & Maintenance (Restricted CDB Project-810-066-018) | Home State Bank       | 201,684                 | 204,481                 | 1%                                    | 0.15%     | N/A         | On Demand |
| Operations & Maintenance (Restricted CDB Project-810-066-020) | PFM Investments       | 359,355                 | 359,318                 | 1%                                    | see below | N/A         | Various   |
| Working Cash  | PFM Investments       | 2,913,791               | 2,921,924               | 9%                                    | see below | N/A         | Various   |
| Liability, Protection and Settlement                          | PFM Investments       | 2,068,727               | 2,075,520               | 6%                                    | see below | N/A         | Various   |
|   | <b>Total</b>          | <b>\$32,072,410</b>     | <b>\$34,321,461</b>     | <b>100%</b>                           |           |             |           |

Investment Revenue

Investment Revenue

| College Fund                                       | Apr-22             | Fiscal YTD         |
|--|--------------------|--------------------|
| Education  | (\$67,938)         | (\$386,689)        |
| Operations & Maintenance                           | (3,884)            | (22,142)           |
| Operations & Maintenance (Restricted)              | (46,157)           | (263,115)          |
| Operations & Maintenance (Restricted CDB Projects) | (17,790)           | (51,375)           |
| Working Cash                                       | (7,974)            | (45,455)           |
| Liability, Protection and Settlement               | (6,660)            | (37,965)           |
| <b>Total</b>                                       | <b>(\$150,403)</b> | <b>(\$806,741)</b> |

Illinois Fund Rates - April 30, 2022

| Annualized rate - Money Market |        |
|--------------------------------|--------|
| Low                            | 0.412% |
| High                           | 0.543% |
| Average                        | 0.478% |

PFM Investment Rates - April 30, 2022

| 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                    | 0.000%      | 1.110%     | 0.170%         | 0.070%         |
| At Market                  | 0.000%      | 2.710%     | 1.500%         | 0.680%         |

\*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 \$1,386,365.35. Please note that the expenses are not segregated into the respective funds.

Recommendation

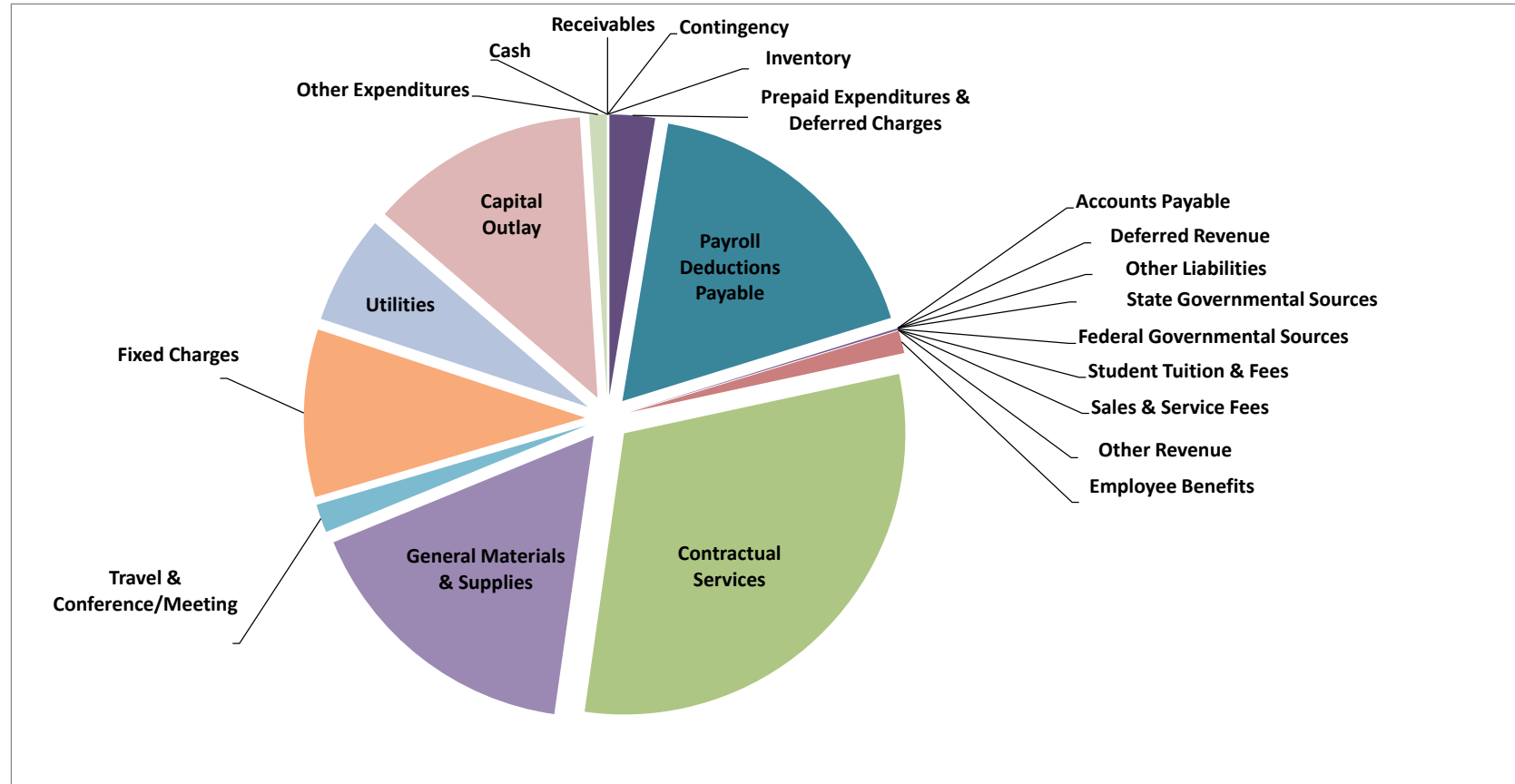
It is recommended that the Board of Trustees ratifies payment of the accounts payable check register, for the period of April 1 - April 30, 2022, totaling \$1,386,365.35.

A handwritten signature in black ink, appearing to read 'C. Gabbard', is positioned above the printed name.

Clinton E. Gabbard  
President



## Distribution of Monthly Check Register Payments 4/1/22 through 4/30/22



| 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            | 17,861.80           | 1.29%          |
| Prepaid Expenditures & Deferred Charges | 36,121.60  | 2.61%   | Contractual Services         | 424,666.37          | 30.63%         |
| Payroll Deductions Payable              | 244,147.22 | 17.61%  | General Materials & Supplies | 229,755.86          | 16.57%         |
| Accounts Payable                        | 0.00       | 0.00%   | Travel & Conference/Meeting  | 22,575.13           | 1.63%          |
| Deferred Revenue                        | 0.00       | 0.00%   | Fixed Charges                | 133,569.46          | 9.63%          |
| Other Liabilities                       | 0.00       | 0.00%   | Utilities                    | 86,760.78           | 6.26%          |
| State Governmental Sources              | 0.00       | 0.00%   | Capital Outlay               | 175,459.36          | 12.66%         |
| Federal Governmental Sources            | 1,482.19   | 0.11%   | Other Expenditures           | 13,975.30           | 1.01%          |
| Student Tuition & Fees                  | 0.00       | 0.00%   | Contingency                  | 0.00                | 0.00%          |
|   |            |         | <b>Total All Categories</b>  | <b>1,386,375.07</b> | <b>100.00%</b> |

**Six Month  
Select Vendor History Report**

|                          |     |                              |         |                     |               | Six (6) Calendar Months |                |               |               |               |               |
|--------------------------|-----|------------------------------|---------|---------------------|---------------|-------------------------|----------------|---------------|---------------|---------------|---------------|
| SubClass                 | Cat | CatDesc                      | PayeeID | Payee               | Total Voucher | FY22: (11-Nov)          | FY22: (12-Dec) | FY22: (1-Jan) | FY22: (2-Feb) | FY22: (3-Mar) | FY22: (4-Apr) |
| Engineering              | 53  | Contractual Services         | 0396644 | Quality Engineering | \$250.00      |                         |                |               |               |               | 250           |
| <b>Engineering Total</b> |     |                              |         |                     | \$ 250.00     | \$ -                    | \$ -           | \$ -          | \$ -          | \$ -          | \$ 250.00     |
| Food Vendor              | 54  | General Materials & Supplies | 0395138 | TURANO BAKING CO.   | \$3,330.77    | 420.25                  | 469.51         | 235.23        | 455.73        | 998.32        | 751.73        |
| Food Vendor              | 54  | General Materials & Supplies | 0395263 | GORDON FOOD SERVICE | \$96,027.25   | 20755.62                | 15442.24       | 3417.2        | 13014.77      | 25753.01      | 17644.41      |
| Food Vendor              | 54  | General Materials & Supplies | 0396456 | RIVERSIDE BAKE SHOP | \$2,011.80    | 307.72                  | 953.5          | 38.58         | 209.06        | 257.28        | 245.66        |
| Food Vendor              | 54  | General Materials & Supplies | 0414865 | Quality Catering fo | \$5,130.25    | 763                     | 1246.3         | 279.7         | 895.15        | 1298.15       | 647.95        |
| <b>Food Vendor Total</b> |     |                              |         |                     | \$ 106,500.07 | \$ 22,246.59            | \$ 18,111.55   | \$ 3,970.71   | \$ 14,574.71  | \$ 28,306.76  | \$ 19,289.75  |
| Landscaping              | 53  | Contractual Services         | 0395554 | INTERIOR TROPICAL G | \$1,500.00    | 250                     | 250            | 250           |               | 500           | 250           |
| Landscaping              | 54  | General Materials & Supplies | 0394808 | COUNTRYSIDE GARDEN  | \$3,841.94    | 3841.94                 |                |               |               |               |               |
| <b>Landscaping Total</b> |     |                              |         |                     | \$ 5,341.94   | \$ 4,091.94             | \$ 250.00      | \$ 250.00     | \$ -          | \$ 500.00     | \$ 250.00     |
| Legal                    | 53  | Contractual Services         | 0394606 | Campion, Curran, La | \$5,825.25    |                         | 2169           | 1893.75       | 900           | 450           | 412.5         |
| Legal                    | 53  | Contractual Services         | 0396460 | ROBBINS SCHWARTZ    | \$51,270.36   | 9578.35                 | 9270           | 4410.96       |               | 16991.4       | 11019.65      |
| <b>Legal Total</b>       |     |                              |         |                     | \$ 57,095.61  | \$ 9,578.35             | \$ 11,439.00   | \$ 6,304.71   | \$ 900.00     | \$ 17,441.40  | \$ 11,432.15  |
| Temporary Staffing       | 53  | Contractual Services         | 0396989 | WORKING WORLD INC   | \$325,704.88  | 68961.3                 | 105228.69      | 30914.43      | 34861.47      | 53838.42      | 31900.57      |
| Temporary Staffing       | 53  | Contractual Services         | 0407503 | Robert Half Interna | \$150,403.60  | 4176.88                 |                | 17563.64      | 31571.2       | 46461.08      | 50630.8       |
| Temporary Staffing       | 55  | Travel & Conference/Meeting  | 0396989 | WORKING WORLD INC   | \$9,660.00    | 6000                    |                | 3660          |               |               |               |

Request to Approve  
Emergency Medical Technician (EMT) Program

Northwestern Medicine-McHenry, formerly known as Centegra Northern Illinois Medical Center (NIMC), is approved by the Illinois Department of Public Health, Division of Emergency Medical Services (EMS) to provide Emergency Medical Technician (EMT) training. For more than ten years, McHenry County College (MCC) has collaborated with Centegra NIMC to provide college credit for the EMT training. This is done by having the medical center furnish instruction and clinical training to MCC students on a contracted basis for a fee and MCC granting the college credit. The estimated fee for training for FY 2023 is \$32,640.00. Students pay tuition and fees to MCC, which covers the fee charged by Northwestern Medicine-McHenry. Each semester, Northwestern Medicine-McHenry bills MCC for instructional services provided.

These services are exempt from the bid process as stated in the Illinois Public Community College Act Chapter 110 ILCS 805/3-27.1, exemption (a) which reads, "Contracts for goods or services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part."

This expense is budgeted in the Emergency Medical Technician account in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the Emergency Medical Technician (EMT) training from Northwestern Medicine-McHenry of McHenry, IL for an amount not to exceed \$32,640.00 for FY 2023.



Clinton E. Gabbard  
President

### Contingent Emergency Medical Services Trainer Compensation Structure

#### Information

Emergency Medical Services (EMS) Trainers are contingent employees who provide quality academic instruction to our students. They are not part of the MCC Staff Council, nor of the MCC Adjunct Faculty, and they provide intermittent and flexible services based on the need for specialization in various skills labs and skills testing in our EMS programs. EMS Trainers are hired to perform specific lab instructions or testing with an irregular schedule based on National EMS Education Standards and the IDPH requirement for certification/licensure at EMR, EMT, or Paramedic scope of practice. EMS Trainers allow the program to meet the 1:5 instructor-to-student ratio requirement for skills labs but have a limited scope beyond training EMS students.

The College has recently updated our contract with Northwestern Medical and will be bringing these EMS Trainers into our EMS department, alongside but differentiated from, EMS Adjunct Instructors. When creating the EMS Trainer role, we recommend that the EMS Trainer salary range be defined as EMT-\$24/training hour and Paramedic-\$27/training hour and that on a periodic basis, the salary range be reviewed and adjusted to remain competitive. EMS Trainers will be eligible for increases as other contingent employees are.

#### Recommendation

It is recommended that the Board of Trustees approve the Emergency Medical Services Trainers as a group of contingent employees with a salary of EMT-\$24/training hour and Paramedic-\$27/training hour.



Clinton E. Gabbard  
President

Request to Renew  
CampusWorks, Inc. Support and Services Agreement

Information

CampusWorks services were engaged by MCC in Fall 2020. Since then, they have provided various services related to IT leadership, project oversight and prioritization, and Colleague services and support. While many of their tasks have since been brought back in-house, there is a need for continued support from CampusWorks for Colleague-related projects and services. As we work to continue to fill open positions and build Colleague expertise internally, we require CampusWorks assistance over the next year.

CampusWorks has proposed to continue providing Colleague support of 86 hours per month (1,032 hours total) at a cost of \$175,440.00. Support and services include:

- Work closely with all functional areas to support their Ellucian Colleague needs
- Support integration initiatives for 3rd party integrations
- Troubleshoot and resolve complex technical problems with Ellucian Colleague systems to include application, and server problems
- Support MCC's Ellucian Colleague environment for optimal performance and reliability of the Enterprise Application System and work with other information technology professionals to resolve performance issues as required
- Provide programming/scripting assistance to support Ellucian Colleague system automation; debugs and tunes/optimize SQL statements
- Support Implementation of Ellucian Colleague functionality requested by users, not in place
- Develop specifications (in concert with end-user offices) and complete programming and testing activity
- Develop and maintain technical architecture documentation

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 FY 2022 IT DevOps account within the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the CampusWorks, Inc. Support and Services Agreement covering the period of July 1, 2022, through June 30, 2023, from CampusWorks, Inc., of Bradenton, FL for \$175,440.00.



Clinton E. Gabbard  
President

Request to Renew  
Augusoft Lumens Integrated Professional (iPRO) and  
Lumens Contract Training - Premium Module Licenses

Information

The College has been using Lumens Integrated Professional licenses for the Noncredit student registration process and the Lumen Contract Training software licenses since 2020. Since its implementation, both customer satisfaction and productivity have grown.

The annual software maintenance fee for Augusoft software will be \$68,391.73 for the timeframe of July 1, 2022 to June 30, 2023. This fee covers both the contract training (for employer management and invoicing) as well as the primary program for student registration.

| <b>Augusoft Components</b>                                    | <b>Amount</b>       |
|---|---------------------|
| Lumens Contract Training - Premium Module Subscription Fee    | \$ 12,261.02        |
| Lumens Integrated Professional (iPRO) Annual Subscription Fee | \$ 56,130.71        |
| <b>TOTAL</b>  | <b>\$ 68,391.73</b> |

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 FY 2022 IT DevOps Services account within the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the annual renewal of the Augusoft Lumens Contract Training – Premium Module and Lumens Integrated Professional Annual Subscription Fee covering the timeframe of July 1, 2022 through June 30, 2023 from Augusoft, Inc. of Minneapolis, MN at a cost of \$68,391.73.



Clinton E. Gabbard  
President

Request to Renew  
Alcove Insights Reporting Services and Support Services

Information

For seven years, A. Lange Consulting LLC has provided design and support services for business intelligence and reporting systems that are an integral part of the Ellucian Colleague ERP reporting and analysis system. Services covered by this agreement include the implementation of reporting systems to fulfill ICCB-mandated reporting requirements, development of internal reports used by the College's Institutional Research department, and development of information dashboards posted on the College's website. The current services agreement with A. Lange Consulting LLC expires June 30, 2022. It is time to renew the annual agreement.

A. Lange Consulting LLC will deliver services including:

- Support and custom software development for ICCB-mandated reporting, data warehouse development, and design
- Consulting, support, and training related to Ellucian's Colleague Reporting and Operating Analytics (CROA) system component
- Custom development for new business intelligence reports required by the institution
- Development and management for existing MCC information dashboards
- Training to support internal knowledge of SQL, Power BI and SAP Business Objects/Web Intelligence

The total annual support effort for this service is a maximum 600 hours. Therefore, the maximum annual cost from A. Lange Consulting LLC will be \$57,000.00; the hourly cost represents no price increase from the previous year.

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

Recommendation

It is recommended that the Board of Trustees approves the renewal of business intelligence design and support services for the timeframe of July 1, 2022 through June 30, 2023 from A. Lange Consulting, LLC, of South Lake Tahoe, CA for \$57,000.00.



Clinton E. Gabbard  
President

### Sophos Managed Threat Response

MCC contracted with Sophos in 2020 to provide network and computer security services. These services include desktop, laptop, and server anti-virus detection and mitigation. Working closely with Sophos has helped MCC provide a secure network environment.

On April 28, 2022, Sophos identified an immediate security threat and notified MCC. As a result, MCC contracted with Sophos and their Rapid Remediation service to help mitigate this threat, determine its potential spread, and implement changes to ensure the availability and security of all systems. Through these efforts, the security threat was contained and eliminated. Other systems and logs were checked to ensure a clean bill of health.

The cost for this service, which also included six weeks of follow on protection via Sophos Managed Threat Response, was \$118,000.00 and approved by the CFO before commencing. An insurance claim will be submitted to cover this cost.

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 FY 2022 Infrastructure account within the Education Fund.

#### Recommendation

It is recommended that the Board of Trustees approves the payment of \$118,000.00 to Sophos for the Managed Threat Response and remediation services.



Clinton E. Gabbard  
President



## Board Travel Requests and Estimated Costs

Information

Per Local Government Travel Expense Control Act P.A. 99-604 and Board Policy 1.9, Reimbursement for Expenses, "All Board travel, meals, and/or lodging, subject to reimbursement or paid for by the College on behalf of a Board member(s), shall be preapproved by the Board of Trustees and in accordance with the Reimbursement of Travel, Meals, and Lodging Expenses policy."

The following Trustees request approval of travel costs:

|                        |   |          |
|------------------------|---|----------|
| Name of Traveler       | Elizabeth Speros                                    |          |
| Conference             | June 10, 2022 ICCTA Annual Convention – Chicago, IL |          |
| Purpose of Trip        | Attend Seminar and Awards Ceremony                  |          |
| Estimated Cost of Trip | Trustee Seminar & Awards Banquet Registration       | \$235.00 |
|                        |   |          |
| Name of Traveler       | Molly Walsh   |          |
| Conference             | June 10, 2022 ICCTA Annual Convention – Chicago, IL |          |
| Purpose of Trip        | Attend Seminar and Awards Ceremony                  |          |
| Estimated Cost of Trip | Trustee Seminar & Awards Banquet Registration       | \$235.00 |
|                        |   |          |

These expenses are budgeted in the Other Conference and Meeting account and the Out-of-District Travel account in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the travel requests from Elizabeth Speros and Molly Walsh at an estimated cost of \$470.00.



Clinton E. Gabbard  
President

Appointment of Replacement  
Vice President of Academic Affairs and Workforce Development

Information

The resignation of Chris Gray effective July 12, 2021, created a vacancy for full-time administrative position of Vice President of Academic Affairs and Workforce Development. Arlene Santos-George, has been approved to fill this position. Dr. Santos-George has a Doctorate Degree from Illinois State University, Normal, Illinois. Her experience is as follows:

|             |   |
|-------------|---|
| 2016 – 2022 | Dean, Adult Education and ESL/ Perkins Administrator<br>College of Lake County, Grayslake, IL   |
| 2014 – 2016 | Interim Dean, Adult Education<br>College of Lake County, Grayslake, IL  |
| 2011-2014   | Assistant Director of Educational Affairs<br>College of Lake County, Grayslake, IL  |
| 2007-2010   | Acting Assistant Vice-President/Concurrent Data Research Manager<br>Institutional Effectiveness, Planning and Research<br>College of Lake County, Grayslake, IL |

After conducting an external search with thirty-seven applications received, thirty-three met the position minimum requirements, and the search committee interviewed five candidates.

| Pay Grade           | Minimum Salary | Midpoint Salary | Maximum Salary | Benefit Value | Salary of Replaced Employee | 12- Month Salary |
|---------------------|----------------|-----------------|----------------|---------------|-----------------------------|------------------|
| President's Cabinet | N/A            | N/A             | N/A            | \$26,233.14   | \$169,169.04                | \$165,000.00     |

**Classification:** Administrative/Full-Time, 12-month, Exempt

**Position Summary:** Under the direction of the President, the Vice President of Academic Affairs and Workforce Development serves as the chief academic officer for the College, vested with the authority for providing dynamic academic and administrative leadership and responsibility for strategic planning, implementing and evaluating the educational, workforce, and related academic/student support programs of the College, including credit and noncredit instruction. The Vice President of Academic Affairs and Workforce Development is responsible for articulating the College mission, goals, and priorities, working collaboratively with the President's Cabinet to achieve institutional objectives. This includes fostering a climate of academic excellence and student development for student success.

**Qualifications/Desired Qualifications:**

- Master's degree from a regionally accredited college or university
- Seven years of experience
- Distinguished record of service
- Two years of teaching in the college classroom

- Five years of progressively more responsible administrative experience (preferably at the two-year college level)
- Professional record documenting an understanding of changing trends and issues in higher education
- Demonstrated experience in the assessment of academic programs, including learning outcomes assessment
- Demonstrated experience in effectively engaging diverse student populations

Recommendation

It is recommended that the Board of Trustees ratifies the full-time administrative appointment as listed above.

A handwritten signature in black ink, appearing to read 'CEG', is positioned above the printed name and title.

Clinton E. Gabbard  
President

Salary Adjustment

Information

The Administrative Advanced Placement Program includes a salary adjustment of \$1,400.00 for full-time administrative staff members upon completion of 15 credit hours of pre-approved course work. In accordance with this program, the following administrator qualifies for a salary adjustment at this time. The salary adjustment takes effect for the fiscal year noted.

|  | <u>Current Salary</u> | <u>Adjusted Salary</u> |
|--|-----------------------|------------------------|
| Kim Hankins – 2 <sup>nd</sup> Adjustment – FY 2022<br>Director of Sustainability | \$96,422.76           | \$97,822.76            |

Recommendation

It is recommended that the Board of Trustees ratifies the salary adjustment as stated above.



Clinton E. Gabbard  
President

Request to Grant Honorary Legacy Status

Information

Vicki Brennan, Coordinator of Credentials Evaluation, has submitted her intent to retire with her last date worked as June 30, 2022. Vicki has been a valuable member of the College community and at her leaving, will have over 23 years of full-time service to the College.

Recommendation

In appreciation for her many contributions to the College, it is recommended that she be granted the honorary designation of Legacy status and receive benefits awarded such personnel.

A handwritten signature in black ink, appearing to read 'C. Gabbard', is positioned above the printed name.

Clinton E. Gabbard  
President

## 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 |
|----------------|------------|------------------|---|-----------------|
| STA            | 4/17/2022  | Cynthia Scardino | Coordinator of Student Records & ERP Applications | RC              |
| STA            | 5/1/2022   | Laura Donelli    | Web Developer                                     | RC              |
| ADM            | 5/16/2022  | Emily Zack       | Coordinator Center for Agrarian Learning          | T               |
| STA            | 5/16/2022  | Kim Sowinski     | Farm Production Manager and Practicum Lead        | T               |
| STA            | 5/9/2022   | James Elwart     | Campus Police Officer                             | R               |
| STA            | 5/9/2022   | Kerry Sorenson   | Student Accounts Specialist                       | R               |

***Through May 12, 2022***

\*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>           |
|-----------------------|-----------------|----------------------|-----------------------------------|
| Staff                 | 5/13/2022       | Judd Downey          | Groundskeeper                     |
| Faculty               | 5/16/2022       | Rustam Saini         | Instructor, Accounting            |
| Staff                 | 5/20/2022       | Lauren Brannick      | Coordinator of Accommodations     |
| Administrator         | 6/3/2022        | Michelle Skinder     | Vice President of Human Resources |
| Staff                 | 5/26/2022       | Megan Eling          | Office Assistant III (HR)         |

The following list identifies employees who have submitted their intent to retire from their position at McHenry County College.

| <b>Classification</b> | <b>Retirement Date</b> | <b>Employee Name</b> | <b>Primary Position</b>    |
|-----------------------|------------------------|----------------------|----------------------------|
| Adjunct               | 5/16/2022              | William Gade         | Adjunct – Math and Science |

***Through May 16, 2022***

## **Friends of MCC Foundation Update**

### **Fall 2022 Scholarship Update**

Over 400 scholarship applications were received for the Fall 2022 semester. Reviews are currently underway, as each application is independently reviewed and scored by three different people from the FMCCF team, Foundation Board Directors, E2E members, and MCC employee volunteers. Students will be notified in early June if they have received a scholarship for the Fall 2022 semester.

### **Friends of MCC Foundation Board News**

The Friends of MCC Foundation Team and five Foundation Directors attended MCC's Commencement Ceremony on Saturday, May 14 to hand out cookies and Proud MCC Alumni magnets to all MCC graduates.

As part of its Board development efforts, the Foundation is actively seeking candidates to join several Foundation committees. Anyone interested in participating with the Foundation may contact executive director, Brian DiBona, at (815) 479-7510 or [bdibona@mchenry.edu](mailto:bdibona@mchenry.edu) for more information.

### **Education to Empowerment**

The Education to Empowerment (E2E) Scholarship Committee received 17 applications for the E2E Scholarship. This scholarship awards \$4,000 to be used for the student's second year at MCC and an additional \$6,000 will be awarded to the student's transfer institution. The Scholarship Committee will announce new E2E scholarship recipients by the end of May.

The annual E2E Summer Event will be held on Thursday, July 28 at Lincoln Farmstead in Huntley. This event celebrates the new E2E scholarship recipients and serves as their first introduction to the E2E membership. The event is also a recruiting event, so anyone interested in attending and possibly joining E2E should contact Jessica Rizza at (815) 455-8556 or [jrizza@mchenry.edu](mailto:jrizza@mchenry.edu).

### **Healthcare Industry Forum**

The FMCCF Team participated in the inaugural Healthcare Industry Forum on May 12 in the Liebman Science Center. The Foundation manages 15 different scholarship funds that support students who are pursuing future health careers.

### **New-Student Orientation Participation**

The Friends of MCC Foundation Team will participate in all New-Student Orientation (NSO) programs throughout the summer. These events are to welcome all new students, and the FMCCF Team will be available to share information about scholarships. Applications for Spring 2023 scholarships will open on September 1.

### **2022 FMCCF Golf Invitational**

Golf sponsorships as well as individual and foursomes are still available for the 2022 FMCCF Golf Invitational to be held Monday, July 18 at Boulder Ridge Country Club. If you are interested in sponsoring or attending, please contact the Foundation office at (815) 455-8721 or [jarndt472@mchenry.edu](mailto:jarndt472@mchenry.edu).



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**

| <b>Funding Source</b>  | <b>Brief Description</b>  | <b>Amount Funded</b>               | <b>Project Director</b>  |
|--|---|------------------------------------|--|
| Small Business Development Center - additional CARES Act funding | MCC's Small Business Development Center received additional CARES Act funding to support current and future Latine business owners in the county through Spanish-language informational sessions and roundtables.   | \$10,000                           | Mark Piekos, Manager of IL Small Business Development Center       |
| Dollar General Literacy Foundation                               | MCC's project will support adults in the community with little formal schooling and low levels of literacy. The proposed program will provide additional support to help students enroll in regularly scheduled Adult Education courses.  | \$8,000                            | Delia Rodriguez, Director of Adult Education                       |
| McHenry County Board   | MCC partnered with the McHenry County Workforce Network and the Illinois Department of Employment Security to submit an application to be the One-Stop Operator for McHenry County, providing assistance to job seekers and support for employers in the county.  | \$242,166<br>(all in-kind support) | Catherine Jones, Associate Vice President of Workforce Development |
| DCEO Job Training and Economic Development                       | This program will address the economic impacts experienced by individuals who are underemployed, unemployed, or facing one or more barriers to employment by providing career pathway opportunities and support services needed for successful entry/re-entry into the labor force. MCC submitted an application with a focus on young adults aged 16-24 entering the healthcare field. | \$375,000                          | Catherine Jones, Associate Vice President of Workforce Development |

**PENDING APPLICATIONS**

| <b>Funding Source</b>   | <b>Brief Description</b>   | <b>Amount Requested</b>           | <b>Status</b> | <b>Expected Notification</b> |
|---|--|-----------------------------------|---------------|------------------------------|
| Illinois DCEO 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                          | Pending       | June                         |
| Motorola Solutions Foundation                                     | MCC requested a second year of funding to provide scholarships to underrepresented students in MCC's Criminal Justice, Fire Science, and Emergency Medical Services programs.  | \$30,000                          | Pending       | August                       |
| Area Planning Council (APC)                                       | MCC's Adult Education program must submit APC documents to the ICCB each year to comply with regulations and maintain eligibility for future funding. The APC coordinates services throughout the state to identify and reduce service gaps.   | No associated funding             | Pending       | April                        |
| U.S. Department of Commerce/EDA Economic Adjustment Assistance    | This program supports projects designed to improve economic and workforce development and resiliency, particularly in areas affected by the pandemic. MCC is seeking funding for equipment to be used in the Foglia Center for Advanced Technology and Innovation.   | \$1,680,134                       | Pending       | May                          |
| Illinois Secretary of State Adult Volunteer Literacy Program      | The Adult Volunteer Literacy program provides high-quality literacy services to students throughout the county. Trained volunteer tutors assist approximately 300 students each year with English, reading, or math skills, positively impacting their quality of life and ability to find gainful employment.                                       | \$78,525                          | Pending       | June                         |
| Upward Bound – U.S. Department of Education / Harvard High School | Upward Bound provides enrichment services to 60 low-income, first-generation high school students annually. Students receive support to help them complete a rigorous course of study in high school, followed by enrolling in and completing post-secondary education. MCC submitted a renewal application in partnership with Harvard High School. | \$297,023 per year for five years | Pending       | September                    |

| <b>Funding Source</b>   | <b>Brief Description</b>   | <b>Amount Requested</b>           | <b>Status</b> | <b>Expected Notification</b> |
|---|--|-----------------------------------|---------------|------------------------------|
| Upward Bound – U.S. Department of Education / Woodstock North High School | MCC submitted an additional Upward Bound application to serve 60 total students at Woodstock North High School. Since this will be a new project, the maximum per-year award is lower than for renewal projects.   | \$287,537 per year for five years | Pending       | September                    |
| Mexican Consulate of Chicago – IME Becas                                  | This program provides matching funds for scholarships awarded by the Friends of MCC Foundation to students of Mexican origin. Scholarships will be based on financial need, with preference given to students who are previous Adult Education or Upward Bound participants. | \$10,000                          | Pending       | June                         |
| IBHE Illinois Cooperative Work Study Program                              | The Cooperative Work Study program helps underwrite the cost of wages for students completing internships. Funding allows a broad range of employers to participate, providing students with the opportunity for career-based work experience.                               | \$47,029                          | Pending       | August                       |
| ICCB Perkins/Career and Technical Education Postsecondary Grant           | The Perkins Career and Technical Education Improvement Act improves the academic performance of CTE students by funding instructors, tutoring, and equipment and supplies.   | \$350,310                         | Pending       | July                         |
| Advance McHenry County  | MCC is requesting funding for an on-campus food hub. A food hub will strengthen the local food economy by better serving farmers and food entrepreneurs, as well as increasing the amount of fresh food available for county residents.                                      | \$4,845,925                       | Pending       | July                         |

**APPLICATIONS IN DEVELOPMENT**

| <b>Funding Source</b>                   | <b>Brief Description</b>   | <b>Estimated Request</b>         | <b>Status</b> | <b>Application Due Date</b> |
|---|--|----------------------------------|---------------|-----------------------------|
| ICCB Adult Education and Literacy Grant | 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. | TBD – determined by ICCB formula | In progress   | June 10                     |

| <b>Funding Source</b>                                 | <b>Brief Description</b>  | <b>Estimated Request</b>         | <b>Status</b>       | <b>Application Due Date</b> |
|---|---|----------------------------------|---------------------|-----------------------------|
| ICCB Integrated English Language and Civics Education | This grant was previously part of the ICCB Adult Education package and is now submitted separately. It provides funding for citizenship preparation classes and to help adults transition into unsubsidized employment. | TBD – determined by ICCB formula | In progress         | June 10                     |
| IRS Volunteer Income Tax Assistance (VITA)            | The VITA grant provides funding to run a clinic to prepare tax returns for low-income or limited English proficient county residents, ensuring county taxpayers receive the refunds to which they are entitled.         | \$40,000                         | Planned             | May 30                      |
| First National Bank Impact Grants                     | Impact Grants support adult education and workforce development/employability skills training, particularly for low-income individuals.   | \$25,000                         | Under consideration | July                        |

**APPLICATIONS DENIED**

| <b>Funding Source</b>  | <b>Brief Description</b>   | <b>Amount Requested</b> | <b>Follow Up</b>   |
|--|--|-------------------------|--|
| Lumina Foundation Million Dollar Community College Challenge | This project would have supported strategic brand building and marketing efforts, with a specific focus on adult students. | \$100,000               | MCC was not selected as a finalist but will continue to explore options to market to adult students. |

## Office of Marketing and Public Relations Update

McHenry County College's Office of Marketing and Public Relations (OMPR) supports the institution's planning efforts through deliberate, strategic marketing, and communication efforts to key target markets, including: students; donors; alumni; community; and employees. Taking a full-service, internal marketing agency approach to its projects, OMPR creates and enforces innovative and comprehensive branding initiatives, communications, and promotions for the institution and its programs. All efforts integrate a variety of approaches for every project and campaign, while managing individual initiatives that require a mix of, or all, services. Services often include, but are not limited to:

|                                   |   |                                |
|-----------------------------------|---|--------------------------------|
| Brand Development                 | Information                                     | Publicity                      |
| Copywriting                       | Campaigns                                       | Script Development             |
| Event Management<br>and Marketing | Interactive Content                             | Social Media and<br>Networking |
| Graphic Design                    | List Acquisition                                | Web Applications               |
| Focus Group                       | Media Training                                  | Web Design and<br>Programming  |
| Coordination                      | Photography                                     |                                |
| Illustration                      | Video Production<br>and Audiovisual<br>Services |                                |

The following information highlights a portion of the current marketing and communication efforts underway to grow MCC's enrollment and population, strengthen MCC's identity in the community, and share MCC's stories.

**COVID-19 Pandemic Communications:** OMPR continues to support the COVID-19 response team to provide up-to-date messaging to stakeholders through a variety of channels. Specific efforts include:

- Signage and communication/messaging
- Dedicated webpage for COVID-19 response and updates
- Web and signage updates to weekly testing requirements
- Social media messaging supporting student needs and frequently asked questions
- Response communications and signage for campus access
- Student email and text message communications surrounding class changes, support, and pandemic response
- Promotion of financial assistance resources to help students in need
- Promotion of Student Success Fund to help students in need
- COVID-19 reporting and updates, online reporting tools

**Publications:** OMPR is currently working on these important publications:

- 2022-2023 Credit Catalog—online version is live
- Catalyst—Workforce, Community, and Business Programs at Shah Center
- Noncredit schedule and related sell sheets
- Strategic Plan Mid-Cycle Update

**Integrated Marketing Campaigns:** Efforts are underway to promote a variety of programs and events that are important to student success, as well as increase enrollment and retention efforts. These campaigns are all focused on providing critical information about time-sensitive processes and activities:

- Outdoor media/billboard campaign
- Apprenticeship/internship publicity and marketing support
- Transfer partnership awareness campaign
- Joint Agreement tool
- Adult Education promotional support
- Guided Pathways marketing support, including updates to all program sell sheets and new dynamic/programmed web pages
- Marketing campaign for adult learners
- Marketing campaign for area employers
- College and Career Readiness awareness and promotions
- Noncredit and Continuing Education program publicity
- Noncredit mini video commercials for evergreen programming areas
- Interactive content for specific target programs
- Summer/Fall 2022 Radio Campaign (STAR 105.5 and WNIJ NPR)
- Summer/Fall 2022 advising and registration promotion
- Purple Pride Relief Fund promotion
- Twofer promotions (Learning Communities)
- Student engagement and Purple Pride support and promotion
- Workforce Solutions promotion (with Shah Center)
- Center for Agrarian Learning speaker series, workshops promotion
- *Experts and Insights* Faculty Speaker Series promotion
- Dual Enrollment branding and identity work
- Dual Degree marketing support
- Upward Bound marketing support
- Foglia CATI support and promotion
- Academic program videos for program promotion
- Portrait in Print art collection book publication
- MCC Student Assistance landing page to highlight resources for students
- Fast Track to On-Track rebranding initiative
- Kids and College promotion
- New Fitness Center promotion
- Environmental graphics wrap for Horticulture flower cooler
- Hall of Human Origins installation graphics
- 55<sup>th</sup> Anniversary Gala promotional support
- Friends of MCC Foundation Marketing and Promotion Support
  - Marketing efforts to push scholarship awareness and applications
  - MCC alumni engagement efforts
  - Education to Empowerment programming
  - Alumni event support
  - Golf invitational promotion and support

**MCC Brand Identity Efforts:** The following efforts are in progress to support enrollment growth and enhance MCC's brand awareness:

- MCC "NEXT" tagline promotion
- MCC website development project (content management system)

- Alumni video series
- Production of general MCC awareness video commercials for social media
- MCC virtual tour videos
- New digital signage package for TV monitors across campus
- Wall graphics for CO/LAB student spaces
- New awareness campaign: *More Than You Think*
- New branded graphics for all entrances

**Outreach Efforts:** These efforts specifically focus on community outreach and collaborative partnerships:

- New-Student Communication System for integrated messaging (text, voice, email)
- MCC awareness campaign – programs and faculty
- Social media campaign boosts to reach prospective students
- Career Services awareness and promotion

### **Monthly Releases and Features**

The following releases and feature stories were submitted to local and regional media outlets from April 27, 2022—May 18, 2022.

McHenry County College Hosts 11<sup>th</sup> Annual Marketing Challenge for High School Students  
 McHenry County College Announces Winners of 24-Hour Play Competition  
 McHenry County College Launches Redesigned On-Track Program for Adult Learners  
 MCC Speaker Series to Discuss Importance of Native Plants in Home Landscaping  
 McHenry County College Recognizes Spring 2022 Graduates in Commencement Ceremony  
 McHenry County College Hosts Entrepreneurship Pitch Night for High School Students  
 MCC's Fire Science Department Recognized for Higher Learning Education Curriculum, Receives New Ladder Truck for Training

*\*Note: 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).*

### **Student, Alumni, Donor Spotlights**

[View all student spotlights »](#)

[View all alumni spotlights »](#)

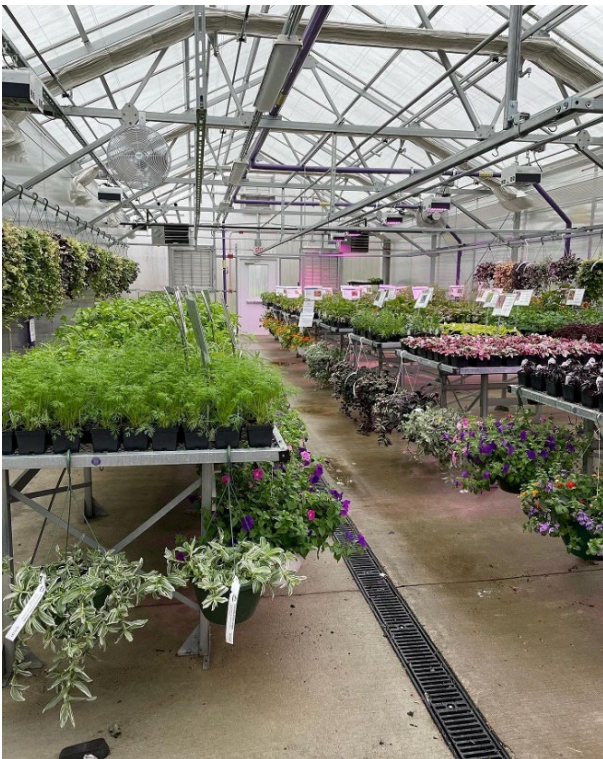
[View all donor spotlights »](#)

Center for Agrarian Learning

The Center for Agrarian Learning (CAL) at MCC works to strengthen the local food economy by teaching, engaging, and inspiring farmers and consumers across Northern Illinois. Our focus is on supporting farm business viability in McHenry County by curating presentations and in-depth workshops that share innovations in both business and production. In addition, CAL provides both guidance and an industry-based framework for the development of the College's Entrepreneurial Agriculture degree program, as well as the MCC Student Farm.

**Entrepreneurial Agriculture Degree Program**

- The annual Horticulture Department plant sale has been re-branded, now the MCC Entrepreneurial Agriculture and Horticulture **SPRING OPEN HOUSE and Plant Sale**
  - The event now includes student displays (tomato growing contest; floral arts; pop-up farm stand) and activities (build your own bouquet; soil sample demo; greenhouse and farm tours)
  - Two full days this year – May 4 and 5
  - First time open to the community since 2019, brought in record income and provided a showcase of what this dual department has to offer



- **New herb garden** installed in the MCC Commons outdoor courtyard – easily accessible to our culinary students and MCC Café staff (photo: above right)
- Also above, we've launched the first **Advanced Agriculture Internship** (AGR 226) for which we have 3 students enrolled for the full 3 credits (1-3 credit options). They'll learn and work on the MCC Student



Farm this summer and be paid. This is a pilot program that could be replicated across departments (paid, for-credit internship).

### **CAL Expansion**

- MCC Student Farm expansion project (front farm) – completion of phase 1 - late June 2022, phase 2 - September 2022.
  - Fruit trees, berries, hops, asparagus, and rhubarb all delivered and potted up to hold by staff and students
  - Water lines and two hydrants installed
  - Tree line cleared
  - Landscape beds cut and shaped
  - Four large trees planted by contractors
- Food Hub Feasibility Study – Report expected August 2022 (one month ahead of schedule)
  - Surveys and interviews completed by consultants; first compilation of data provided
  - Operational model recommendation to come in late May
  - CAL director has visited two food hubs, one at a community college in Kalamazoo, MI and one in Central IL

### **Spring Programs Recap**

#### **Harvest of Loneliness: The Bracero Program • Tuesday April 12**

Thirty-five people attended this free film screening and featuring post-show personal stories by Maggie Rivera of the Illinois Migrant Council as well as her uncle, and father in-law ( both of whom came to the United States after WW11 as part of the Bracero Program). Offered in partnership with The Land Conservancy of McHenry County.

#### **Farm Bill 2023 Information and Listening Session • Tuesday April 19**

Fifteen people attended this event which provided area farmers with an overview of the Farm Bill and how it impacts their businesses, followed by a listening session to glean policy priorities going into the next Farm Bill. Offered in collaboration with the Northern Illinois Young Farmers Coalition and the Isaac Walton League.

As part of **Earth Month activities of the MCC Sustainability Center:**

- **Tues April 26** – MCC Student Farm Tour – 1 attended
- **Wed April 27** – **Seed Library** launch, open house in CAL Room A229 – 25 in attendance
- **Thurs April 28** - MCC Student Farm Tour – 1 attended

## Sustainability Center Update

### **Current Initiatives**

- MCC's Earth Month 2022 had events both on and off campus, hosted by the Sustainability Center, the Student Environmental Action Club, and the Center for Agrarian Learning.
  - The Sustainability Center celebrated its 10<sup>th</sup> birthday with a vegan cookie giveaway for staff and students on April 20, 2022.
  - Director Hankins provided a hybrid workshop with the latest information on recycling on April 22, 2022.
  - McHenry County celebrated Earth Day on April 23, 2022, at the MCCD Prairieview Education Center. Both the Sustainability Center and the Center for Agrarian Learning had displays with giveaways and information.
  - The Sustainability Center co-hosted a showing of the documentary, *A Thirst for Justice*, on April 23, 2022. This film tells the story of several communities fighting for clean water. The event was sponsored with the Environmental Defenders of McHenry County as part of the Green Screen Film Series.
  - Tours of the MCC Student farm were given on April 26 & 28, 2022.
  - The Center for Agrarian Learning launched their Seed Library on April 27, 2022.
  - The Student Environmental Action Club had a fundraiser for the MCC Zen Garden by selling mini desktop Zen Garden kits.
- The Bike-on-demand program is available for 2022. Five bicycles are located outside at MCC on the sidewalk near entrance to the gym/multipurpose room. Bikes are free to ride for two hours for anyone with Koloni account and an ".edu" email address. The program is co-sponsored with Naturally McHenry County.
- Preliminary data has been reported to MCC Sustainability and Facilities staff from the ComEd Retro-commissioning project. Several areas were identified to be adjusted to more accurately reflect usage and occupancy. Recommendations include modifications to specific air handlers, exhaust fans and heating coil pumps. A final report with projected energy savings is expected in the coming weeks.
- The ReUse It corner has repurposed approximately \$994.96 worth of gently used office supplies in April 2022 bringing the total to \$8,555.94 since its reopening in mid-August 2021.

### **Community Connections and Events**

The Sustainability Center co-sponsored the fourth Conservation Congress of McHenry County, held at MCC on April 6, 2022. The event was presented by the McHenry County Conservation District and provided a unique opportunity for delegates and members of the community to advocate for programs and initiatives regarding the use and protection of public lands in McHenry County. McHenry County College is a delegate and was represented by Sustainability Director, Kim Hankins.

Director Hankins attended the Illinois Green Economic Network conference on April 13-14, 2022. This conference was held at Heartland Community College in Normal, IL. Sustainability staff from 20 different community colleges attended. The event included the following sessions: Expanding the Solar Workforce; Electric Vehicle Energy Storage Training; Building Energy Education Fundamentals Program; Climate and Equitable Jobs Act Information and Update; and, Opportunities, Resources, and Trends for Community Colleges in the Clean Energy Economy and Green Workforce.

## Workforce Development Update

This month's Workforce Development Update reports on the community connections extended through the Kids and College, Retired Adult Program (RAP), Small Business Development, and Workforce Training programs, as well as through recent outreach events.

### Disabilities Job Fair

In collaboration with Illinois Department of Employment Security, Illinois Department of Human Services, McHenry County Workforce Network, and Stateline SHRM, the McHenry County Disabilities Job Fair was held on April 27 from 8 a.m.–Noon at MCC's Shah Center. There were 64 job seekers and 15 employers in attendance. Sign language interpreters and a nonverbal communication device was provided by MCC Access and Disability Services. An employer information meeting was held a week prior sharing details and best practices on hiring a person with a disability. Initial feedback was very positive from both attendees and employers.

These targeted job fairs have been successful in many ways. Project SEARCH, MCC Workforce Development's partnership program with Northwestern Medicine and Parent's Alliance, has used these events to successfully recruit the incoming class of interns for the 2022-2023 program year. At this past fair, a recruiter from Walgreens shared her excitement at having stopped into a local Walgreens earlier that day to complete an errand and met an applicant from the October 2021 Job Fair who was now a proud employee and thriving in his customer service role.

### Kids and College

Kids and College will offer two additional opportunities for students from the Youth and Family Center (YFC) of McHenry County. Kids and College will be hosting Civic Studios Camp at the Shah Center in McHenry and a Culinary Camp at McHenry High School Freshmen Center. These programs will provide hands-on career experiences for more than 50 students.

Supported by MCC's Institutional Advancement division, Kids and College has partnered with Civic Studios, a Chicago-based creative agency focused on creating a social impact through storytelling and helping to teach, inspire, and develop the next generation of creatives, for a two-week program that will provide opportunities for 20 middle and high school students from the YFC to learn about audio production, video production, and graphic design. Students will work in teams to create a 1 to 3-minute civic engagement video to promote a cause in the local community. Under the direction of industry professionals, students will learn how to share their voice and creative expression.



Funded by The Community Foundation for McHenry County, Kids and College will host a Culinary Camp at McHenry High School Freshmen Center for 32 YFC students in grades 5-9. Students will learn the fundamentals of culinary arts including baking and pastry making. More information about class offerings is available at [www.mchenry.edu/kidsandcollege](http://www.mchenry.edu/kidsandcollege).

## Healthcare Industry Forum

On Thursday, May 12, MCC held the 2<sup>nd</sup> annual Healthcare Industry Forum in the Liebman Science Center and Building E. For the inaugural year, the event was hosted virtually via Zoom, but the planning committee was thrilled to bring nearly 80 local healthcare professionals, educators, and community partners together in-person for this second year. The event ran from 4-7 p.m. and included tours of Liebman Science Center and the healthcare labs and classrooms in Building E. Refreshments were available as networking took place also during the first hour. As part of the main program, Betsy Schnowske, MCC's Director of Nursing, led a panel discussion on the topic of Patient Consumerization. Panelists Amy Druml from Northwestern Medicine and Dr. Ian Jasenof from UI Health shared their thoughts on patient loyalty, consistency in customer service, financial and operational advantages, and how the modern patient's journey has changed compared to 10 or 20 years ago. Unfortunately, scheduled panelist Dr. Airica Steed was not able to attend. For the last hour, Health Information Management, Nursing, Occupational Therapy Assistant, and Physical Therapy Assistant programs held their Advisory Committee meetings and encouraged interested attendees to join the sessions. Following the event, we are hearing of new clinical partners, upcoming visits from high school nursing students, new internship opportunities, and new sponsors.



### **Retired Adult Program**

Members of the Retired Adult Program (RAP) are enjoying exciting ways to connect with organizations in McHenry County through experiential learning. During monthly hikes at local conservation district preserves, McHenry County Conservation District educators are teaching members about nature and our local environment.

Main Stay Therapeutic Farm in Richmond is scheduled to give a hands-on presentation in August about animal-assisted learning. Members will have the opportunity to get up close and personal with the therapy animals.



### **Small Business Development**

With CARES Act grant funding, the Illinois Small Business Development Center (ISBDC) at MCC established recurring Women's Business Owners Peer-to-Peer Engagement Groups. These groups or, "roundtables" have been beneficial for the clients involved, as well as a great learning experience for the center. With the assistance of facilitator Sue Dobbe-Leahy, members have constructed peer-developed ideas to enhance their business outlay, had a sounding board to strategize, and encouraged each other to execute their plans.



Recently, the Illinois Department of Commerce and Economic Opportunity made additional CARES Act funding available to Illinois Small Business Development Centers. The ISBDC at MCC requested an additional \$10,000 to develop a program for members of the McHenry County Latino Community who are in pre-venture (exploring), nascent (coming into existence and showing potential), and established phases of business. With the success of the Women's Roundtables as a model, the SBDC plans to provide Latino Business Owners with equitable engagement in Small Business development and entrepreneurship support.