

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

Thursday, October 27, 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. COLLEGE MISSION STATEMENT
4. ACCEPTANCE OF AGENDA
5. APPOINTMENT OF TRUSTEE TO VACANT POSITION, Ms. Stacey Lorenz, Board Report 22-117
6. ACCEPTANCE OF MINUTES: Budget Hearing, September 22, 2022
Regular Board Meeting, September 22, 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 #22-118](#)
 2. [Treasurer's Report, Board Report #22-119](#)
 3. [Ratification for Accounts Payable Check Register August, Board Report # 22-120](#)
 - B. Request to Approve/Implement/Lease/Purchase/Renew/Replace/Upgrade
 1. [Academic Calendar, Board Report # 22-121](#)
 2. [Network Refresh Project Completion, Board Report #22-122](#)
 3. [Worldwide Instructional Design Systems \(WIDS\), Board Report #22-123](#)
 4. [Worldwide Instructional Design Systems \(WIDS\) – License/Subscription, Board Report #22-124](#)
 - C. Personnel
 1. [Appointment of Replacement- Director of Student Success, Board Report #22-125](#)
11. ACTION ON ITEMS REMOVED FROM CONSENT AGENDA
12. [APPROVAL OF THE 2022 ESTIMATED TAX LEVY AND ADOPTION OF ESTIMATED TAX LEVY RESOLUTION, Board Report #22-126](#)
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](#)

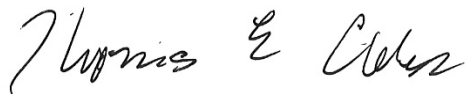
14. FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS

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 September 22, 2022.

17. ADJOURNMENT

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

Thomas E. Allen
Chair

Appointment of Trustee to Vacant Position

Information

Due to the resignation of MCC Board of Trustees member, Diane Evertsen on September 13, 2022, there was an immediate opening for a new trustee to fill the vacancy. According to the Illinois Public Community College Act--whether filling a vacancy or running for election--all candidates for the position must meet the following eligibility requirements. A candidate must be:

- A U.S. Citizen
- A resident of the community college district (MCC District #528)
- At least 18 years of age

The new trustee, once appointed, will fill the position through the April 2023 final meeting of the retiring board. If interested, that individual may stand for election in April 2023.

The MCC Board of Trustees has received multiple letters of interest, and a review of all documents was conducted. Three candidates were brought in for interviews on Tuesday, October 18, 2022. After discussion, the Board of Trustees selected Ms. Stacey Lorenz to appoint for the vacant trustee position.

A former Latin teacher with a master's degree in Classical Studies, Ms. Lorenz is highly supportive of the important role that education plays in the community. She has previous experience serving on a board, as well as an extensive academic background and a passion for local services. Above all, Ms. Lorenz has a strong desire to support the mission of the community college.

Recommendation

It is recommended that the Board of Trustees appoints Ms. Stacey Lorenz as MCC Board of Trustees member to fill a trustee vacancy through April 2023.



Clinton E. Gabbard
President

Student Trustee Report

Midterms have come and gone. Finals are around the corner and early registration is already open to plan for next semester. However, students still have a full head of steam to succeed in their classes and their social lives.

Walking through the cafeteria around noon is amazing, the energy is palpable and goes beyond academics. Students are making connections with each other that can last a lifetime and the foundation of their friendships will be MCC.

MCC has answered the call to meet the needs of students by providing an astounding array of opportunities and resources. Whether students are using MCC as a springboard into a four-year university, to accomplish an associate degree, or to complete a certificate program designed to gain employment, MCC has been there.

The future holds an equal amount of student success and that is evident by the groundbreaking of a building designed specifically as a promise to the students that MCC will be the most innovative and progressive college of the time. MCC makes this promise in order to meet and exceed the needs of anyone lucky enough to call themselves a student at McHenry County College.

Executive Summary

Information

Attached is the Executive Summary of financial information with year-to-date results for FY 2023 through the month of September.

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 2023 is currently 24.9% complete with the year-to-date results ending September 30, 2022 being reported. In the Operating Funds, total revenue is 19.0% of budget, as compared with 19.8% at the same time last year. Total expenditures are 14.5% of budget, as compared with 15.5% of budget at the same time last year. The Operating Funds include both the Education Fund and the Operations and Maintenance Fund, and together comprise most of the instruction and instructional support activities of the College. The following items relate to the Operating Funds (Fund 01 and Fund 02) as a whole:

Revenue

- Local governmental is 24.8% of budget and up \$117,722 (1.7%) from last year at this time. FY 2023 revenue is \$7,196,311 vs. FY 2022 revenue of \$7,078,589. For FY 2023, this revenue is derived from 50% of the 2021 tax levy (as approved by the Board in November 2021) and 50% of the 2022 tax levy (to be approved by the Board in November 2022).
- State government is 23.3% of budget and up \$121,932 (12.0%) from last year at this time. FY 2023 revenue is \$1,134,244 vs. FY 2022 revenue of \$1,012,312.
- Federal government is 0.0% of budget and even \$0 (0.0%) from last year at this time. FY 2023 revenue is \$0 vs. FY 2022 revenue of \$0.
- Student tuition and fees is 35.2% of budget and down \$216,421 (-4.4%) from last year at this time. FY 2023 revenue is \$4,703,854 vs. FY 2022 revenue of \$4,920,275. 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 25.1% of budget and up \$27,185 (193.8%) from last year at this time. FY 2023 revenue is \$41,215 vs. FY 2022 revenue of \$14,031. Activity in this area is comprised primarily from the Kids and College, Fitness Center, Horticulture Sales, and Sweet Scots.
- Facilities is 9.5% of budget and even \$0 (0.0%) from last year at this time. FY 2023 revenue is \$1,800 vs. FY 2022 revenue of \$1,800. Revenue in this category is comprised of the leasing of the land owned by the College to the radio station and as farmland.
- Investment is -55.3% of budget and down \$141,337 (-2033.6%) from last year at this time. FY 2023 revenue is \$-134,387 vs. FY 2022 revenue of \$6,950.
- Nongovernmental gifts, scholarships, grants & bequests is 4.5% of budget and up \$500 (100.0%) from last year at this time. FY 2023 revenue is \$500 vs. FY 2022 revenue of \$0. Activity is due to contributions from the Foundation for faculty requested needs (travel, software, etc.).
- Other is 5.4% of budget and down \$31,498 (-2.0%) from last year at this time. FY 2023 revenue is \$1,549,151 vs. FY 2022 revenue of \$1,580,648. The main items in this category consists largely of Employee Health Insurance Contributions, which account for \$1,533,641, Retiree Health contributions, which account for \$230, Other Misc. Income, which account for \$3,590 with the remaining balance being made up of smaller accounts such as NSF charges, assorted fines, fees, and miscellaneous income all of which total \$11,689. 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 2022 that "On-Behalf Payment" was \$14,228,829.

Expenditures

- Salaries expenditures are 22.7% of budget and up \$123,925 (2.0%) from last year at this time. FY 2023 expenditures are \$6,402,418 vs. FY 2022 expenditures of \$6,278,493.
- Employee benefit expenditures are 6.6% of budget and down \$129,373 (-5.6%) from last year at this time. FY 2023 expenditures are \$2,164,265 vs. FY 2022 expenditures of \$2,293,638. ***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 \$14-21 million annually depending on the actuarial tables maintained by the State. However, this expense is offset by an equal amount in “other revenue” and therefore has no effect on the operating performance of the College.
- Contractual services expenditures are 19.3% of budget and down \$10,524 (-1.1%) from last year at this time. FY 2023 expenditures are \$930,792 vs. FY 2022 expenditures of \$941,316. The account includes contractual services for custodial services, legal services, construction management, roads and grounds, and architectural type services.
- Materials and supplies expenditures are 19.7% of budget and down \$168,271 (-20.6%) from last year at this time. FY 2023 expenditures are \$647,512 vs. FY 2022 expenditures of \$815,783.
- Travel and meeting expenditures are 7.8% of budget and down \$32,000 (-55.2%) from last year at this time. FY 2023 expenditures are \$26,020 vs. FY 2022 expenditures of \$58,020.
- Fixed charges expenditures are 20.5% of budget and down \$210,314 (-39.2%) from last year at this time. FY 2023 expenditures are \$326,198 vs. FY 2022 expenditures of \$536,513. Included in this category are bond principal, interest payments, lease payments, and general insurance.
- Utilities expenditures are 9.7% of budget and down \$12,849 (-9.8%) from last year at this time. FY 2023 expenditures are \$118,017 vs. FY 2022 expenditures of \$130,866.
- Capital Outlay expenditures are -0.1% of budget and down \$274,812 (-100.8%) from last year at this time. FY 2023 expenditures are (\$2,219) vs. FY 2022 expenditures of \$272,593. ***Please be aware that large projects started in one fiscal year may cross into a new fiscal year and will therefore have an impact on two fiscal years (i.e. one year under budget and the next over budget).***
- Other expenditures are 26.3% of budget and down \$18,401 (-7.1%) from last year at this time. FY 2023 expenditures are \$240,629 vs. FY 2022 expenditures of \$259,029. 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 2023 expenditures are \$0 vs. FY 2022 expenditures of \$0.



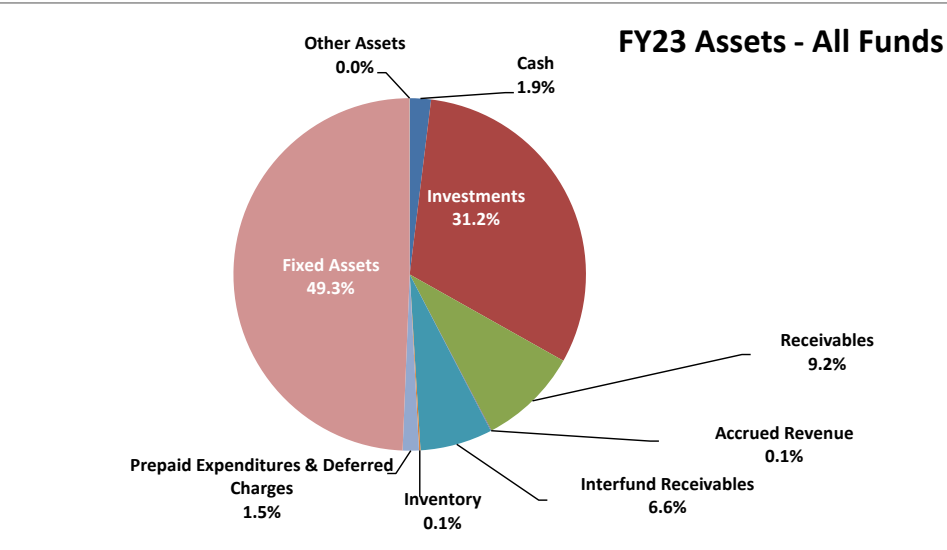
Clinton E. Gabbard
President

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

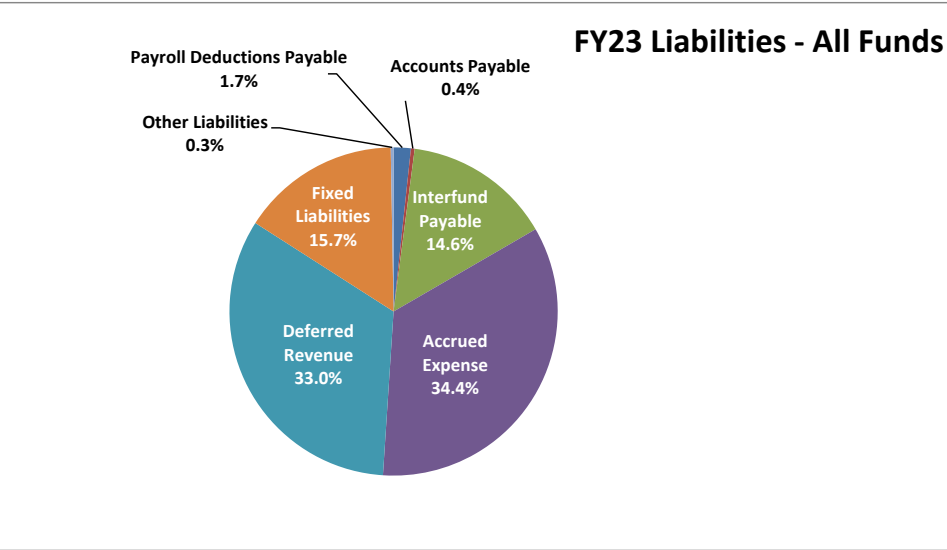
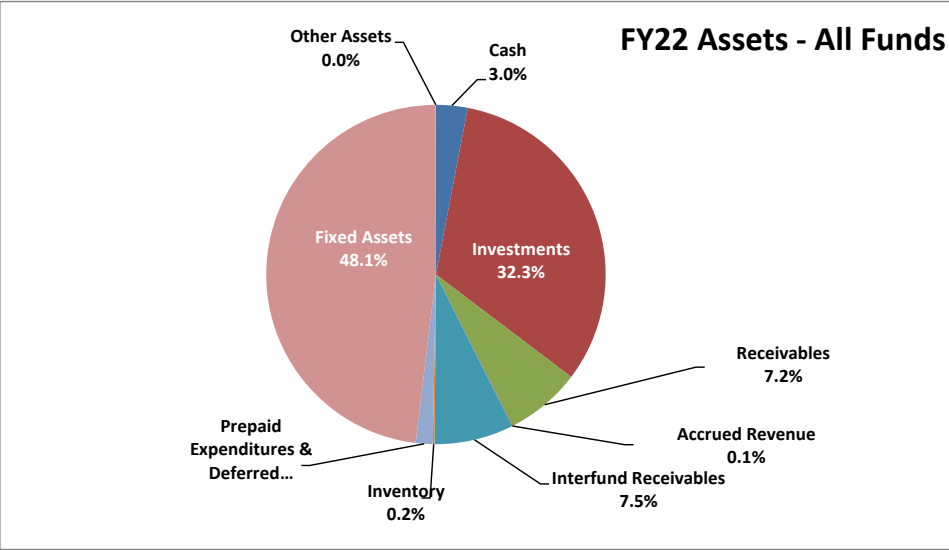
Funds Statement of Net Position (Balance Sheet)														
September 30, 2022														
	01	02	03	04	05	06	07	08	09	10	11	12	17	
	All Funds	Education Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliary Enterprises Fund	Restricted Purposes 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	2,832,530	-	637,665	-	607,628.26	-	(0)	95,646	-	363,074	403,874	74,642	-	650,000
Investments	45,511,959	24,122,055	1,007,241	15,433,747	-	-	-	2,895,482	-	-	-	-	2,053,435	-
Receivables	13,378,974	11,951,760	715,423	-	-	14,021	677,782	-	-	-	-	1,919	18,070	-
Accrued Revenue	88,981	27,718	2,177	50,885	-	-	-	4,469	-	-	-	-	3,733	-
Interfund Receivables	9,682,217	4,732,002	5,494,506	(840,100)	9,112	594,616	(273,692)	-	(0)	0	35,291	(21,376)	(48,141)	-
Inventory	200,740	-	-	-	-	200,740	-	-	-	-	-	-	-	-
Prepaid Expenditures & Deferred Charges	2,166,811	1,319,945	43,665	-	-	41,762	46,861	-	-	72,084	-	-	214,749	427,744
Fixed Assets	71,966,515	-	-	-	-	-	-	-	71,966,515	-	-	-	-	-
Other Assets	20,298	-	-	-	-	-	-	-	-	20,298	-	-	-	-
Total Assets	145,849,026	42,153,480	7,900,677	14,644,533	616,740	851,139	450,951	2,995,597	71,966,515	455,456	439,164	55,185	2,241,845	1,077,744
Liabilities														
Payroll Deductions Payable	1,078,935	929,610	22,274	-	-	125,414	1,638	-	-	-	-	-	-	-
Accounts Payable	235,189	225,952	-	-	-	2,457	6,780	-	-	-	-	-	-	-
Interfund Payable	9,309,381	-	-	6,791,481	-	407,086	293,497	-	363,074	-	-	-	1,454,243	-
Accrued Expense	21,950,235	-	-	-	-	-	-	-	-	457	-	-	-	21,949,778
Deferred Revenue	21,081,821	12,990,968	1,243,689	-	-	5,985	-	-	-	-	-	18,750	175,616	6,646,812
Fixed Liabilities	9,996,818	-	-	-	-	-	-	-	-	9,996,818	-	-	-	-
Other Liabilities	176,128	34,631	-	-	-	141,496	-	-	-	-	-	-	-	-
Total Liabilities	63,828,507	14,181,161	1,265,963	6,791,481	-	682,437	301,915	-	363,074	9,997,276	-	18,750	1,629,859	28,596,590
Designated Fund Balance	82,020,519	27,972,319	6,634,714	7,853,051	616,740	168,702	149,036	2,995,597	71,603,441	(9,541,820)	439,164	36,435	611,985	(27,518,846)
Assigned Fund Balance														
33% Unassigned for annual budgeted expenditures	19,221,021	17,457,785	1,763,236											
Other Designated Reserves	0													
Capital Improvement/Investment in Capital Assets	79,456,492			7,853,051	0				71,603,441					
Liabilities, Protection, and Settlement	-36,903,679									-9,996,818			611,985	-27,518,846
Working Cash/Other Restricted	2,374,635						149,036	1,750,000			439,164	36,435		
Remaining Unassigned Balance	17,872,050	10,514,534	4,871,478	0	616,740	168,702	0	1,245,597	0	454,999	0	0	0	0

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

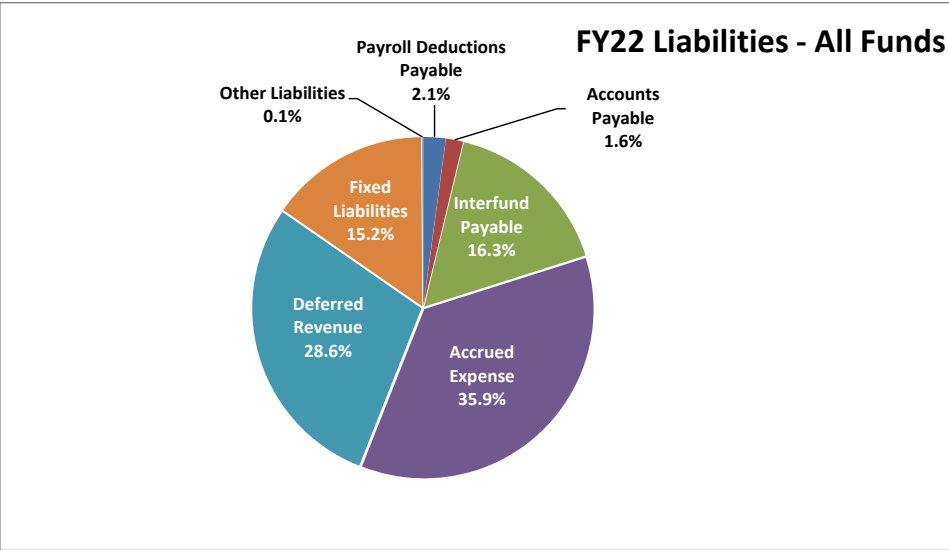
Total Assets = \$ 145,849,026



Total Assets = \$ 146,377,833



Total Liabilities = \$ 63,828,507



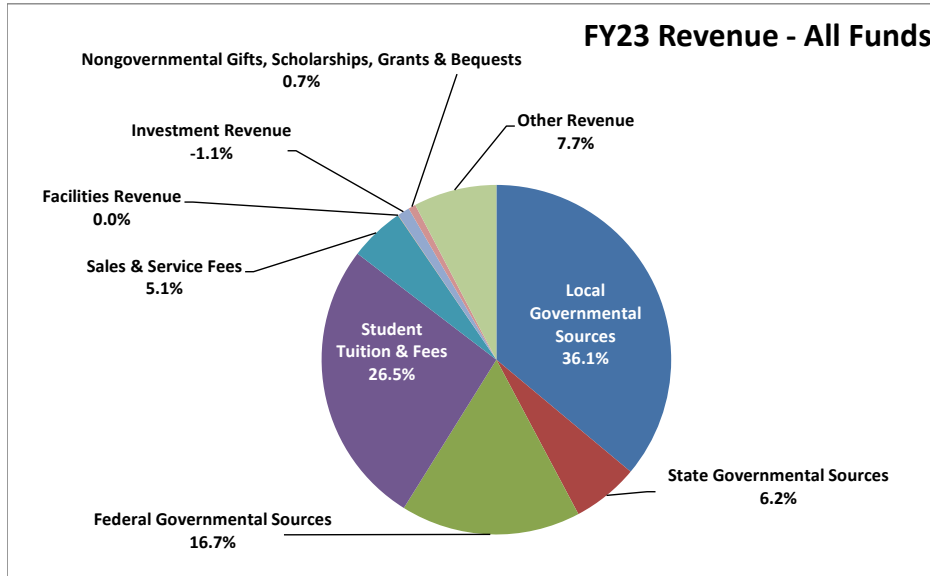
Total Liabilities = \$ 67,491,388

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

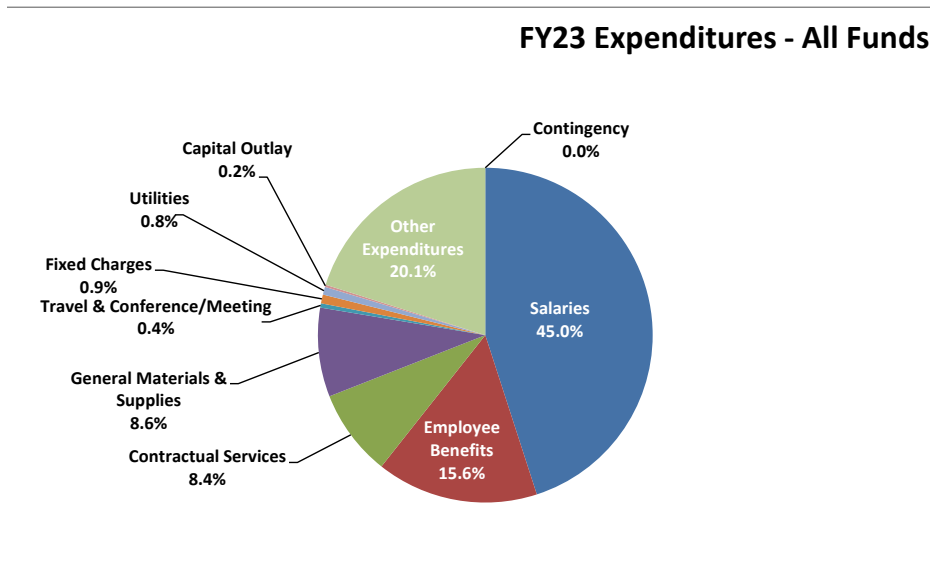
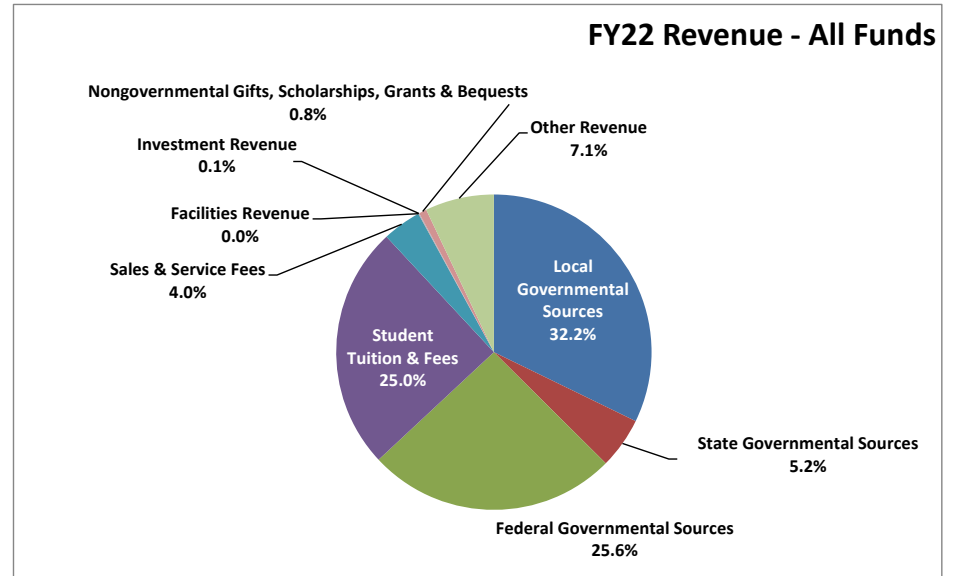
All Funds Statement of Activities (Income Statement)	01	02	03	04	05	06	07	08	09	10	11	12	17	
September 30, 2022	All Funds	Education Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond and Interest	Auxilliary Entrerprises Fund	Restricted Purposes Fund	Working Cash Fund	General Fixed Asset Fund	General Long-Debt Fund	Trust & Agency Fund	Audit Fund	Liability Protection & Settlement Fund	OPEB Fund
Revenue														
Local Governmental Sources	7,390,689	6,529,528	666,783	-	-	-	-	-	-	-	-	18,750	175,627	-
State Governmental Sources	1,262,985	915,951	218,293	-	-	-	128,741	-	-	-	-	-	-	-
Federal Governmental Sources	3,412,548	-	-	-	-	-	3,412,548	-	-	-	-	-	-	-
Student Tuition & Fees	5,430,030	4,236,143	467,711	45,095	420,896	260,184	-	-	-	-	-	-	-	-
Sales & Service Fees	1,043,899	41,215	-	-	-	1,002,683	-	-	-	-	-	-	-	-
Facilities Revenue	6,685	1,800	-	-	-	4,885	-	-	-	-	-	-	-	-
Investment Revenue	(230,444)	(127,024)	(7,363)	(68,308)	-	-	-	(15,120)	-	-	-	-	(12,629)	-
Nongovernmental Gifts, Scholarships, Grants & Bequests	139,424	500	-	-	-	2,006	82,938	-	-	-	53,980	-	-	-
Other Revenue	1,575,547	1,549,131	20	-	-	-	-	-	-	-	26,397	-	-	-
Total Revenue	20,031,361	13,147,244	1,345,444	(23,214)	420,896	1,269,759	3,624,227	(15,120)	-	-	80,376	18,750	162,999	-
Expenditures														
Salaries	7,061,544	6,289,708	112,710	-	-	427,442	231,685	-	-	-	-	-	-	-
Employee Benefits	2,452,007	2,138,165	26,099	-	-	76,137	51,340	-	-	-	-	-	160,265	-
Contractual Services	1,317,625	692,616	238,177	38,198	-	115,068	178,566	-	-	-	-	55,000	-	-
General Materials & Supplies	1,347,294	574,763	72,749	412	-	640,565	58,804	-	-	-	-	-	-	-
Travel & Conference/Meeting	64,653	23,085	2,936	-	-	7,222	31,411	-	-	-	-	-	-	-
Fixed Charges	133,604	317,439	8,759	-	138,900	2,067	416	-	-	(360,054)	-	-	26,076	-
Utilities	118,017	41,247	76,771	-	-	-	-	-	-	-	-	-	-	-
Capital Outlay	33,651	45,813	(48,032)	-	-	-	39,633	-	(3,763)	-	-	-	-	-
Other Expenditures	3,157,720	240,629	-	-	-	15	2,871,990	-	-	-	45,086	-	-	-
Contingency	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	15,686,115	10,363,464	490,169	38,610	138,900	1,268,517	3,463,845	-	(3,763)	(360,054)	45,086	55,000	186,341	-
Excess/(deficit) of revenues over expenditures	4,345,246	2,783,780	855,275	(61,824)	281,996	1,242	160,382	(15,120)	3,763	360,054	35,291	(36,250)	(23,343)	-
Operating transfers in	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Operating transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Beginning Fund Balance	77,675,270.23	25,188,538	5,779,437	7,914,875	334,743	167,460	(11,346)	3,010,717	71,599,678	(9,901,874)	403,874	72,685	635,329	(27,518,846)
Ending Fund Balance	82,020,516	27,972,318	6,634,713	7,853,052	616,740	168,702	149,036	2,995,597	71,603,441	(9,541,820)	439,164	36,435	611,986	(27,518,846)

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

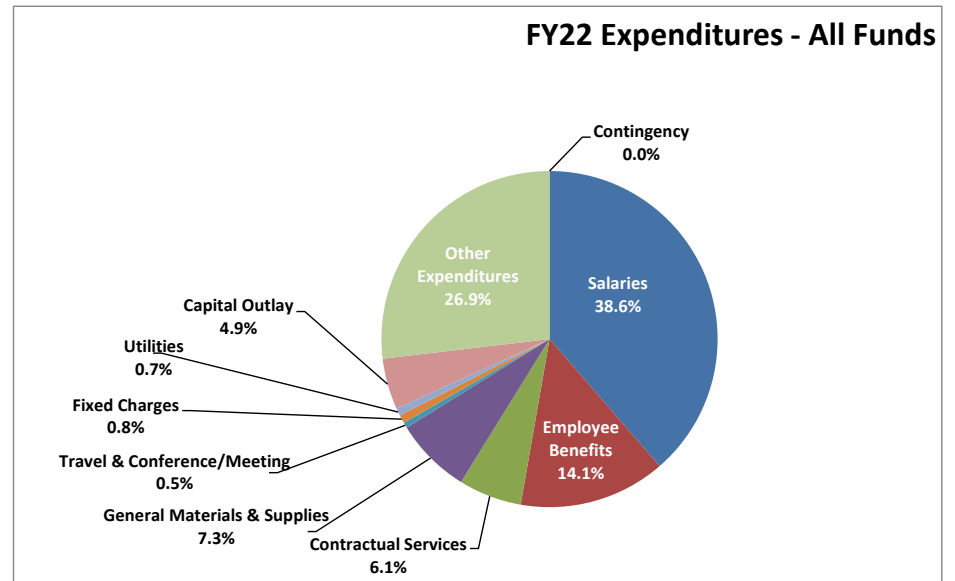
Total Revenue = \$ 20,031,361



Total Revenue = \$ 22,581,967



Total Expense = \$ 15,686,115



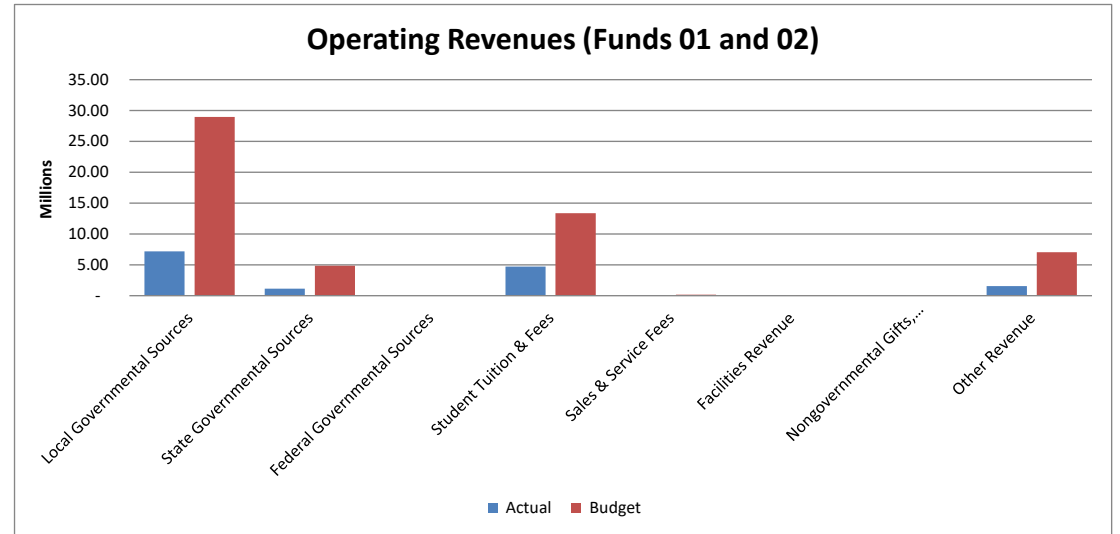
Total Expense = \$ 18,164,819

Operating (Funds 01 & 02) Statement of Activities (Net of SURS/Investments)
September 30, 2022

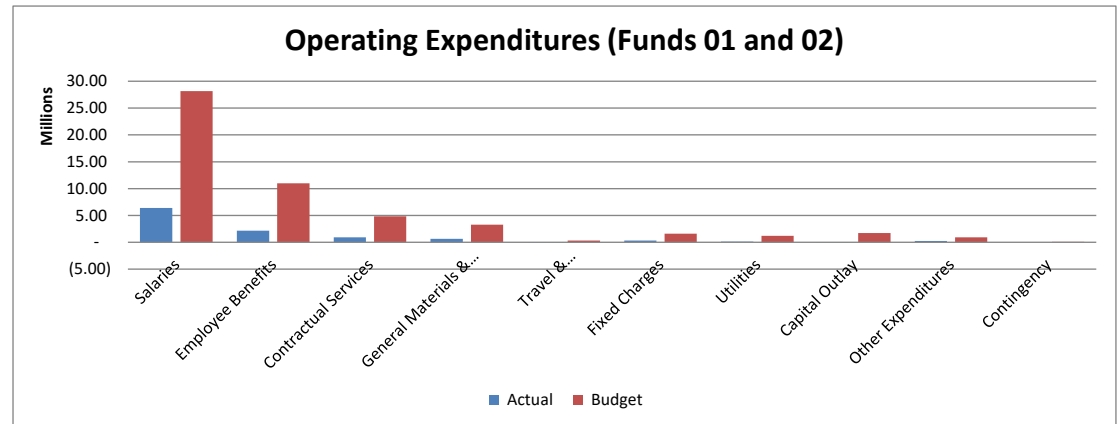
	FY23			FY22		FY22			FY23 Act.	
	YTD Actual	YTD Budget	Full Budget	YTD Actual to:		YTD Actual	Budget	% Chng	Change Over FY22 Act.	% Chng
Revenue										
Local Governmental Sources	\$ 7,196,311	\$ 7,215,815	\$ 28,962,379	99.7%	24.8%	\$ 7,078,589	\$ 28,225,058	25.1%	\$ 117,722	1.7%
State Governmental Sources	1,134,244	1,213,846	4,872,056	93.4%	23.3%	1,012,312	4,056,435	25.0%	\$ 121,932	12.0%
Federal Governmental Sources	-	-	-	0.0%	0.0%	-	-	0.0%	\$ -	0.0%
Student Tuition & Fees	4,703,854	3,628,565	13,350,427	129.6%	35.2%	4,920,275	13,350,427	36.9%	\$ (216,421)	-4.4%
Sales & Service Fees	41,215	40,860	164,000	100.9%	25.1%	14,031	52,750	26.6%	\$ 27,185	193.8%
Facilities Revenue	1,800	4,725	18,966	38.1%	9.5%	1,800	18,966	9.5%	\$ -	0.0%
Nongovernmental Gifts	500	2,741	11,000	18.2%	4.5%	-	11,000	0.0%	\$ 500	0.0%
Other Revenue	1,549,151	1,756,425	7,049,827	88.2%	22.0%	1,580,648	10,743,466	14.7%	\$ (31,498)	-2.0%
Total Revenue	\$ 14,627,075	\$ 13,862,976	\$ 54,428,655	105.5%	26.9%	\$ 14,607,655	\$ 56,458,102	25.9%	\$ 19,421	0.1%
Expenditures										
Salaries	\$ 6,402,418	\$ 7,018,407	\$ 28,170,035	91.2%	22.7%	\$ 6,278,493	\$ 28,197,974	22.3%	\$ 123,925	2.0%
Employee Benefits	2,164,265	2,738,717	10,992,486	79.0%	19.7%	2,293,638	15,185,346	15.1%	\$ (129,373)	-5.6%
Contractual Services	930,792	1,201,565	4,822,764	77.5%	19.3%	941,316	4,143,904	22.7%	\$ (10,524)	-1.1%
General Materials & Supplies	647,512	818,531	3,285,369	79.1%	19.7%	815,783	2,770,827	29.4%	\$ (168,271)	-20.6%
Travel & Conference/Meeting	26,020	82,848	332,532	31.4%	7.8%	58,020	274,072	21.2%	\$ (32,000)	-55.2%
Fixed Charges	326,198	396,475	1,591,347	82.3%	20.5%	536,513	1,616,557	33.2%	\$ (210,314)	-39.2%
Utilities	118,017	304,124	1,220,675	38.8%	9.7%	130,866	1,212,502	10.8%	\$ (12,849)	-9.8%
Capital Outlay	(2,219)	425,972	1,709,739	-0.5%	-0.1%	272,593	3,171,420	8.6%	\$ (274,812)	-100.8%
Other Expenditures	240,629	228,341	916,500	105.4%	26.3%	259,029	907,807	28.5%	\$ (18,401)	-7.1%
Contingency	-	24,914	100,000	0.0%	0.0%	-	150,000	0.0%	\$ -	0.0%
Total Expenditures	\$ 10,853,633	\$ 13,239,895	\$ 53,141,447	82.0%	20.4%	\$ 11,586,251	\$ 57,630,409	20.1%	\$ (732,618)	-6.3%
Surplus/(deficit)	\$ 3,773,442	\$ 623,081	\$ 1,287,208			\$ 3,021,404	\$ (662,123)		\$ 752,038	24.9%
Net Transfers Out/(In)	\$ -		\$ 1,530,279			\$ -	\$ 1,000,000		\$ -	0.0%
Net Operating Funds Surplus/(Deficit)	\$ 3,773,442	\$ 623,081	\$ (243,071)			\$ 3,021,404	\$ (1,662,123)		\$ 752,038	24.9%
<i>Beginning Fund Balance</i>	<i>30,967,975</i>	<i>30,967,975</i>	<i>30,967,975</i>			<i>32,311,033</i>				
<i>Net Operating Funds Surplus/(Deficit)</i>	<i>3,773,442</i>	<i>623,081</i>	<i>(243,071)</i>			<i>3,021,404</i>				
<i>Add: Contingency (assumption is it is not used)</i>			<i>100,000</i>							
Calculated YTD Ending Fund Balance (b)	\$ 34,741,418	\$ 31,591,056	\$ 30,824,904			\$ 35,332,437				

Operating Funds - Statement of Activities
September 30, 2022

	Actual	Budget
Revenue		
Local Governmental Sources	7,196,311.41	28,962,379.00
State Governmental Sources	1,134,244.02	4,872,056.00
Federal Governmental Sources	-	-
Student Tuition & Fees	4,703,854.36	13,350,427.00
Sales & Service Fees	41,215.15	164,000.00
Facilities Revenue	1,800.00	18,966.00
Nongovernmental Gifts, Scholarships, Grants & Bequests	500.00	11,000.00
Other Revenue	1,549,150.50	7,049,827.00
Total Revenue	14,627,075.44	54,428,655.00



Expenditures		
Salaries	6,402,418.03	28,170,035.00
Employee Benefits	2,164,264.62	10,992,486.00
Contractual Services	930,792.39	4,822,764.00
General Materials & Supplies	647,512.03	3,285,369.00
Travel & Conference/Meeting	26,020.33	332,532.00
Fixed Charges	326,198.44	1,591,347.00
Utilities	118,017.28	1,220,675.00
Capital Outlay	(2,218.77)	1,709,739.00
Other Expenditures	240,628.73	916,500.00
Contingency	-	100,000.00
Total Expenditures	10,853,633.08	53,141,447.00
Excess/(deficit) of revenues over expenditures	3,773,442.36	1,287,208.00



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

Treasurer's Report

Information

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

Recommendation

It is recommended that the Board of Trustees approves the Treasurer's 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 September 2022

Bank Name Account	Beginning Balance	Deposits (+) Other Additions	Disbursements (-) Other Subtractions	Ending Balance
Crystal Lake Bank & Trust Credit Cards	\$204,001.28	\$318,690.39	\$329,602.27	\$193,089.40
Crystal Lake Bank & Trust Direct Pay	\$85,664.62	\$10,166,128.33	\$10,088,922.25	\$162,870.70
Crystal Lake Bank & Trust Employee Benefits	\$0	\$23,272.13	\$23,272.13	\$0
Crystal Lake Bank & Trust Federal Student Loan	\$10,000.00	\$1,608,317.15	\$1,608,317.15	\$10,000.00
Crystal Lake Bank & Trust Funds Holding	\$2,669,301.38	\$14,201,403.78	\$14,240,328.53	\$2,630,376.63
Crystal Lake Bank & Trust Operations	\$162,077.84	\$1,345,095.02	\$1,372,153.48	\$135,019.38
Crystal Lake Bank & Trust Payroll	\$42,544.80	\$3,092,709.16	\$3,066,416.49	\$68,837.47

McHenry County College
September 30, 2022

Investments

College Fund	Financial Institution	09/30/22 Investments	08/31/22 Investments	09/30/22 % of Total Investments	Interest	No. of Days	Maturity
Education	Illinois Funds	\$247,390	\$2,084	1%	see below	N/A	On Demand
Education	PFM Investments	23,902,384	16,217,331	52%	see below	N/A	Various
Operations & Maintenance	PFM Investments	1,009,417	1,015,980	2%	see below	N/A	Various
Operations & Maintenance (Restricted)	PFM Investments	6,723,822	6,801,812	15%	see below	N/A	Various
Operations & Maintenance (Restricted CDB Project-810-066-019)	PFM Investments	8,204,370	8,204,100	18%	see below	N/A	Various
Operations & Maintenance (Restricted CDB Project-810-066-018)	Home State Bank	198,544	198,544	0%	0.15%	N/A	On Demand
Operations & Maintenance (Restricted CDB Project-810-066-020)	PFM Investments	357,896	358,652	1%	see below	N/A	Various
Working Cash	PFM Investments	2,899,951	2,913,424	6%	see below	N/A	Various
Liability, Protection and Settlement	PFM Investments	2,057,167	2,068,421	5%	see below	N/A	Various
	Total	\$45,600,941	\$37,780,348	100%			

Investment Revenue

Investment Revenue

College Fund	Sep-22	Fiscal YTD
Education	(\$113,187)	(\$124,184)
Operations & Maintenance	(6,482)	(7,203)
Operations & Maintenance (Restricted)	(77,025)	(85,598)
Operations & Maintenance (Restricted CDB Projects)	(486)	19,205
Working Cash	(13,306)	(14,787)
Liability, Protection and Settlement	(11,114)	(12,351)
Total	(\$221,600)	(\$224,918)

Illinois Fund Rates - September 30, 2022

Annualized rate - Money Market	
Low	2.309%
High	2.878%
Average	2.516%

PFM Investment Rates - September 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	3.190%	1.510%	2.040%	2.260%
At Market	3.700%	4.290%	3.800%	4.090%

*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 \$1,397,843.79. Please note that the expenses are not segregated into the respective funds.

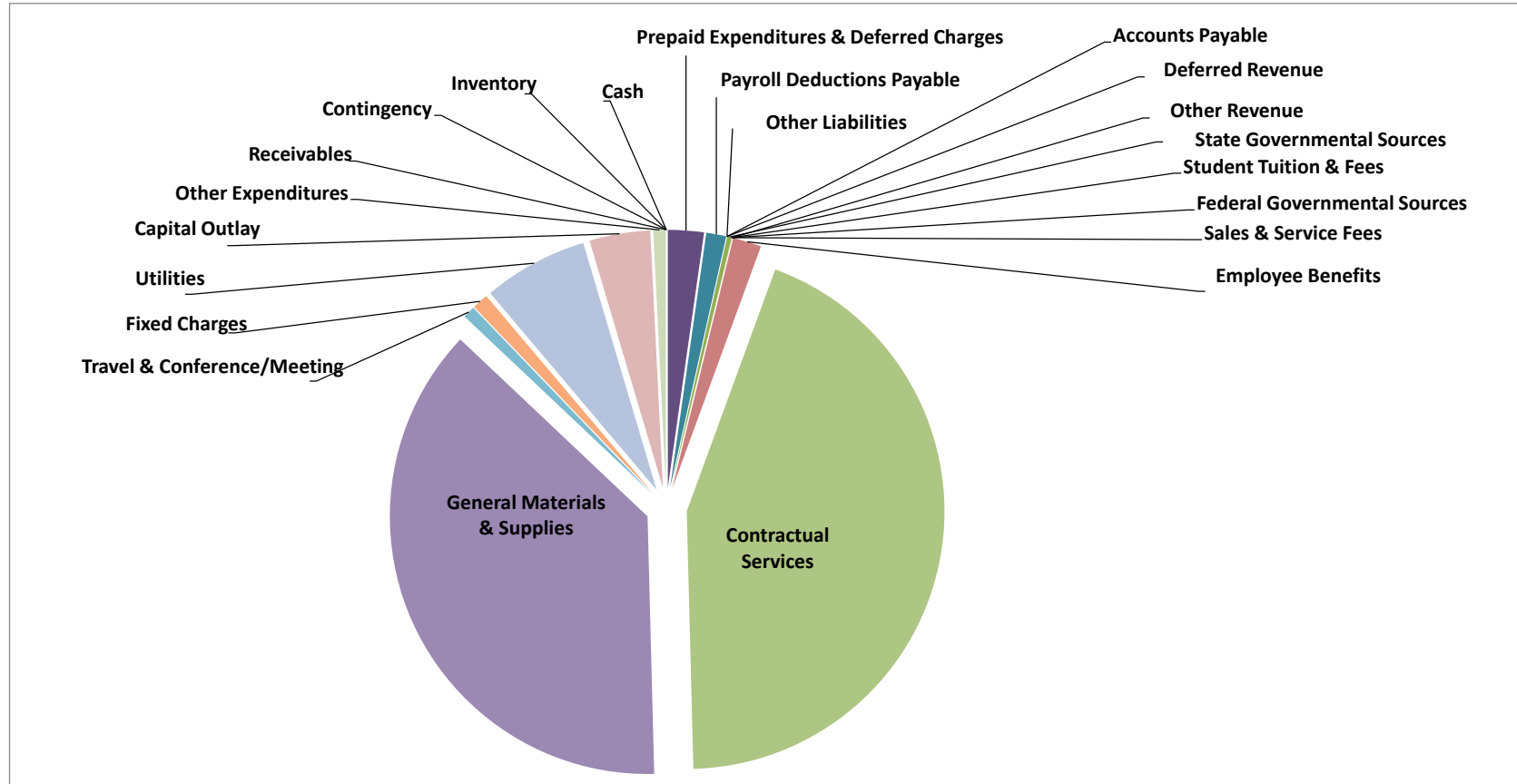
Recommendation

It is recommended that the Board of Trustees ratifies payment of the accounts payable check register, for the period of September 1 - September 30, 2022, totaling \$1,397,843.79.

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 9/1/22 through 9/30/22



Category	Amount	Percent	Category	Amount	Percent
Cash	0.00	0.00%	Sales & Service Fees	188.48	0.01%
Receivables	0.00	0.00%	Other Revenue	0.00	0.00%
Inventory	0.00	0.00%	Employee Benefits	24,983.12	1.79%
Prepaid Expenditures & Deferred Charges	31,407.00	2.25%	Contractual Services	614,959.58	44.01%
Payroll Deductions Payable	17,456.71	1.25%	General Materials & Supplies	523,576.25	37.47%
Accounts Payable	0.00	0.00%	Travel & Conference/Meeting	10,675.28	0.76%
Deferred Revenue	0.00	0.00%	Fixed Charges	14,134.13	1.01%
Other Liabilities	0.00	0.00%	Utilities	91,886.87	6.58%
State Governmental Sources	3,972.60	0.28%	Capital Outlay	53,264.50	3.81%
Federal Governmental Sources	0.00	0.00%	Other Expenditures	10,935.28	0.78%
Student Tuition & Fees	0.00	0.00%	Contingency	0.00	0.00%
			Total All Categories	1,397,439.80	100.00%

Six Month Select Vendor History Report

						Six (6) Calendar Months					
SubClass	Cat	CatDesc	PayeeID	Payee	Total Voucher	FY22: (4-Apr)	FY22: (5-May)	FY22: (6-Jun)	FY23: (7-Jul)	FY23: (8-Aug)	FY23: (9-Sep)
Engineering	53	Contractual Services	0396644	Quality Engineering	\$250.00	250					
Engineering	53	Contractual Services	0420293	LionHeart Engineeri	\$8,698.18		6837.29	620		1240.89	
Engineering Total					\$ 8,948.18	250.00	6,837.29	620.00	-	1,240.89	-
Food Vendor	54	General Materials & Supplies	0395138	TURANO BAKING CO.	\$3,674.55	751.73	666.58	369.07	233.49	668.19	985.49
Food Vendor	54	General Materials & Supplies	0395263	GORDON FOOD SERVICE	\$52,211.50	17644.41	20893.51	8868.92	3976.18		828.48
Food Vendor	54	General Materials & Supplies	0396456	RIVERSIDE BAKE SHOP	\$2,197.18	245.66	510.48	830.48	73.92	81.76	454.88
Food Vendor	54	General Materials & Supplies	0396759	3 CHEFS CATERING SE	\$413.00					413	
Food Vendor	54	General Materials & Supplies	0414865	Quality Catering fo	\$4,329.50	647.95	1618.75	829.9			1232.9
Food Vendor Total					\$ 62,825.73	19,289.75	23,689.32	10,898.37	4,283.59	1,162.95	3,501.75
Landscaping	53	Contractual Services	0395554	INTERIOR TROPICAL G	\$1,250.00	250		250	250	500	
Landscaping	58	Capital Outlay	0394808	COUNTRYSIDE GARDEN	\$1,080.00				1080		
Landscaping Total					\$ 2,330.00	250.00	-	250.00	1,330.00	500.00	-
Legal	53	Contractual Services	0396460	ROBBINS SCHWARTZ	\$38,791.37	11019.65			27771.72		
Legal Total					\$ 38,791.37	11,019.65	-	-	27,771.72	-	-
Temporary Staffing	53	Contractual Services	0396989	WORKING WORLD INC	\$100,843.80	31900.57	25273.8	9709.41	2739.6	12706.82	18513.6
Temporary Staffing	53	Contractual Services	0407503	Robert Half Interna	\$231,248.85	50630.8	22345	45150.91	24151.25	45692.28	43278.61

Academic Calendar for 2023-2024

Information

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

The attached proposed Academic Calendar is for the 2023-2024 academic year.

Recommendation

It is recommended that the Board of Trustees approves the proposed Academic Calendar for 2023-2024.



Clinton E. Gabbard
President

MCHENRY COUNTY COLLEGE

2023-2024 ACADEMIC CALENDAR

SUMMER SESSION 2023

May 15 (Monday)	Summer Semester Begins *
May 29 (Monday)	College Closed for Memorial Day
June 19 (Monday)	College Closed for Juneteenth – National Freedom Day
July 4 (Tuesday)	College Closed for Independence Day
Aug. 3 (Thursday)	Summer Classes End

* Number of weeks classes are offered may vary

FALL SEMESTER 2023

Aug. 10 (Thursday)	Fall Faculty Development Day & Opening Day for New Students
Aug. 14 (Monday)	Fall Semester Begins *
Sept. 4 (Monday)	College Closed for Labor Day
Sept. 11 (Monday)	Start of 12-Week Classes
Oct. 10 (Tuesday)	College Closed for Professional Development Day; No Classes - Employees Report
Oct. 11 (Wednesday)	Start of Second 8-Week Classes
Nov. 22-Nov.26 (Wednesday-Sunday)	College Closed for Thanksgiving Break
Nov. 27 (Monday)	Weekday Classes Resume
Dec. 4-9 (Monday-Saturday)	Final Exams
Dec. 9 (Saturday)	Commencement

* Start dates vary by course. Check individual course schedule

WINTER INTERSESSION 2023-2024

Dec. 11 (Monday)	Winter Intersession Classes Begin
Dec. 22, 2023 – Jan. 1, 2024 (Fri-Mon)	College Closed for Winter Break, Classes Meet as Scheduled
Jan. 2 (Tuesday)	College Re-Opens
Jan. 5 (Friday)	Winter Intersession Classes End

SPRING SEMESTER 2024

Jan. 11 (Thursday)	Spring Faculty Development Day
Jan. 15 (Monday)	College Closed for Martin Luther King Jr. Day
Jan. 16 (Tuesday)	Spring Semester Begins *
Feb. 12 (Monday)	Start of 12-Week Classes
Mar. 11 (Monday)	Start of Second 8-Week Classes
Mar. 24 – Mar. 31 (Sunday-Sunday)	Spring Break, No Classes (Offices Remain Open)
Apr. 1 (Monday)	Weekday Classes Resume
May 7-11 (Tuesday-Saturday)	Final Exams
May 11 (Saturday)	Commencement

* Start dates vary by course. Check individual course schedule

Prepared by Office of Academic Affairs & Workforce Dev [04/11/2022_lc]
 Reviewed by Human Resources [09/01/2022-cw]
 Reviewed by Academic Council [09/15/2022 – SR – With no changes]
 Board of Trustees' Final Approval [Date _____]

Network Refresh Project Completion

Information

In April 2021, the Board of Trustees approved Board Report #21-48 "Request to Purchase New Network Hardware/Install". After the approval and subsequent equipment order, many supply chain issues started to affect many industries, which caused the hardware and various other components like cables and power adapters to be backordered, in some cases for ten or more months. As some switches came in, they could be installed a little at a time, instead of an "all at once" approach, which was the original plan. Because of these supply chain issues, the full installation of the new network was repeatedly delayed, which caused additional costs to be incurred for both services/support and installations.

As a result, the College is requesting additional funding to purchase and install newly identified upgraded Shah Core switches, along with the additional service/support costs that have been incurred for the 14 additional months that this project has taken. These new switches will support the new storage area network environment (a separate Board Report coming in November). The cost of the upgraded Shah Core switches is \$60,559.52, discounted the same 72% from the original report. Between the installation costs for these Shah Core switches and the incurred service/support costs, there is also a need for an additional \$55,000.00, which will then total \$115,559.52 to complete the Network Hardware and Installation project with the original vendor, CDW-G.

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 Fund 06 Restricted Purposes and funded through CRRSAA: Higher Education Emergency Relief Fund (HEERF II).

Recommendation

It is recommended that the Board of Trustees approve the Additional Funds for Network Hardware/Install of Aruba through the IPHEC (Illinois Public Higher Education Cooperative) contract from CDW-G, Vernon Hills, IL, for \$115,559.52 out of Fund 06.



Clinton E. Gabbard
President

Request to Contract Services
Worldwide Instructional Design Systems (WIDS)

In preparation for the future opening of the Foglia Center for Advanced Technology and Innovation (Foglia CATI), MCC's Program of Study development process will be implemented to produce stackable credentials leading to an AAS in either new or enhanced programs. It is a year-long process that will start with curriculum development with active employer engagement, using the DACUM methodology for Career and Technical Education (CTE) programs.

The Worldwide Instructional Design System (WIDS) – a division of the Wisconsin Technical College System Foundation – will be purchased to provide project management, training, and consulting to develop seven Career Pathway Programs of Study based on an established project development workplan. WIDS provides performance-based instructional design services through a comprehensive design approach including DACUM and has served over 100 organizations in the U.S. and worldwide.

Consultants from WIDS will facilitate, lead, and support MCC faculty in curriculum development. The development process ends with a comprehensive plan to implement the new or enhanced CTE program offerings and the submission of a Program of Study application to Illinois Community College Board (ICCB). The plan will cover recruitment, marketing, student retention or success, work-based learning, career services and other areas of the college that will support the successful launching and implementation of these CTE programs.

WIDS fees include consulting services to conduct DACUM focus groups with department faculty and area employers through webinar meetings with WIDS project team. It will also involve regular webinar meetings with the consultants to discuss and develop curriculum mapping for the programs. Seven CTE programs will be part of the Program of Study project, with consultant fees of \$12,000.00 per program, for a total of \$84,000.00. Consultant participation and travel expenses in a one-day kickoff meeting for the project will cost \$2,500.00. The project total of \$86,500.00 will be covered by the FY 2023 Perkins grant allocation to MCC.

The timeline of WIDS consulting, training, and developing CTE programs will be conducted from November 2022 to June 2023.

WIDS is a sole source provider because of its unique expertise in the DACUM process as part of the Program of Study development and ICCB submission.

Recommendation

It is recommended that the Board of Trustees approves the FY 2023 projected annual expense of \$86,500.00 for the WIDS instructional design site and the 1-day on site kick off meeting from Wisconsin Technical College System Foundation inc., WIDS Division of Madison, WI.



Clinton E. Gabbard
President

Request to Contract Services
Worldwide Instructional Design Systems (WIDS) – License/Subscription

As part of MCC's Program of Study curriculum development, Worldwide Instructional Design Systems (WIDS) will provide the College with a WIDS software site license/subscription for a 12-month access to a web-based curriculum development and management site for an unlimited access by current employees. This WIDS software will be used to enter and store all data and information related to the DACUM curriculum development for an unlimited number of courses, programs, and pathways. The WIDS software will be the source of curriculum data, information and resources that will be used to submit curriculum proposals to MCC and ICCB for the CTE Program of Study across seven program areas.

WIDS is a division of the Wisconsin Technical College System Foundation that provides performance-based instructional design services through a comprehensive design approach including DACUM. WIDS has served over 100 organizations in the U.S. and worldwide. It will also be providing project management, training, and consulting to develop seven Career Pathway Programs of Study.

The total 12-month site license/subscription of \$15,000.00 includes the WIDS Site, webinar training, site administrator guide, quick start guide, and import of course data to any MCC system. The FY 2023 Perkins grant allocation will be used to cover the cost.

The Worldwide Instructional Design System (WIDS) will be purchased for the sole purpose of data and training and guidance pertaining to the new CTE Programs under development.

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."

Recommendation

It is recommended that the Board of Trustees approves the FY 2023 projected annual expense of \$15,000.00 for the WIDS instructional design site from Wisconsin Technical College System Foundation Inc., WIDS Division of Madison, WI.



Clinton E. Gabbard
President

Appointment of Replacement
Director of Student SuccessInformation

The resignation of Jim Disrude on August 9, 2022 created a vacancy for the Director of Student Success. Victor Gallegos has been approved to fill this position. Mr. Gallegos has a master's degree in Business Administration from Colorado Technical University, Colorado. His experience is as follows:

2011 – 2022 Associate Director of Admissions, Colorado Technical University, Schaumburg, IL

Twenty-five applications were received, four met the position minimum requirements, and the search committee interviewed four candidates.

Pay Grade	Minimum Salary	Midpoint Salary	Maximum Salary	Benefit Value	Salary of Replaced Employee	12- Month Salary
A3	\$71,377.77	\$98,145.49	\$124,913.20	\$26,233.14	\$90,001.49	\$85,000.00

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

Position Summary: The Director of Student Success works collaboratively across all levels of the institution, providing strategic leadership for student services that deliver high impact experiences from new student enrollment to credential completion. Through a comprehensive, student-centered approach, the Director will provide daily direction and leadership for advising and orientation staff, student success coaches, and On-Track staff. These offices play a significant role in our focus on increasing student satisfaction, success, retention, and graduation. The Director should be familiar with the challenges and barriers that community college students and their families face in preparing for college and be ready to help students overcome the obstacles in their path to postsecondary education.

Qualifications:

- Master's degree from a regionally accredited institution in College Student Personnel, Higher Education, Advising or related field
- Two years' prior experience successfully leading and building a team focused on best practices and having a positive impact on student success and retention
- Experience in serving diverse student populations
- Three years academic advising or student support services experience within a higher education setting

Desired Qualifications:

- Bilingual; Spanish speaking and writing skills
- Community college experience

Recommendation

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

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

Clinton E. Gabbard
President

Approval of the 2022 Estimated Tax Levy And
Adoption of Estimated Tax Levy Resolution
(Flat Proposal)

Information

The College is required by statute (35 ILCS 200/18-60) to annually approve an estimated levy and adopt a resolution for the estimated tax levy. The maximum increase the College can receive over the past year's aggregate extension is the lesser of the annual Consumer Price Index-Urban (CPI-U) increase or 5%, exclusive of funds generated from EAV attributed to new development or any expiring Tax Increment Financing Districts. For the 2022 tax levy the College will maintain a flat increase over the 2021 tax levy extension. Consequently, the 2022 estimated Property Tax Levy reflects an overall aggregate increase of 0.0% over the aggregate property taxes extended for 2021.

The 2022 estimate of taxes to be levied is shown in Table 1. The College has statutory authority under 110 ILCS 805/2-12.1 to levy taxes for the purposes listed. In determining the levy amount, each fund/purpose is reviewed to determine the amount needed to support the activities of the College. The timing of the two tax payments to be received from the tax levy cross over two fiscal years, requiring the College to recognize the payments accordingly. Therefore, the 2022 tax levy revenue is distributed 50% in FY 2023 and 50% in FY 2024. The first of the tax payments will be received prior to June 2023 with the remaining payments to be received after June 2023.

Table 1: Estimated 2022 Tax Levy (No Increase)

<u>Levy Purpose/Fund</u>	2021 Board Approved <u>Levy</u>	2021 Actual (after PTELL) <u>Levy</u>	2022 Proposed Levy	2021 Actual to 2022 Proposed <u>Difference</u>
Social Security (Fund 12)	\$10,000	\$10,000	\$10,000	\$0
Auditing (Fund 11)	\$75,000	\$75,000	\$75,000	\$0
Liability Insurance (Fund 12)	\$692,444	\$692,444	\$692,444	\$0
Education (Fund 01)	\$25,564,854	\$25,564,854	\$25,564,854	\$0
Building (Fund 02)	\$2,355,204	\$2,355,204	\$2,355,204	\$0
Life Safety	\$0	\$0	0	\$0
Total Non-Bond Funds	28,697,502	28,697,502	28,697,502	0
<hr/>				
Total Levy	\$28,697,502	\$28,697,502	\$28,697,502	\$0
<hr/>				
ESTIMATED 2022 Aggregate Levy % Increase over 2021 Actual Levy (rounded)				0.00%

Per Illinois Compiled Statute (35 ILCS 200/18-70), an increase above 105% over prior year's property tax levy extension requires the College to publish a Truth In Taxation notice in the newspaper and hold a hearing regarding the estimated levy prior to approval. However, the proposed 2022 increase is 0.0% therefore, the provisions of sections 18-65 through 18-85 of the Truth in Taxation Law do not apply to

the adoption of the 2022 aggregate levy, and the College District is not required to publish notice of or conduct a hearing thereon.

The Board must also pass a resolution regarding the estimated amounts necessary to be levied for the 2022 year, as well as sign the certificate of compliance with the Truth in Taxation law. Those documents are attached.

Recommendation

It is recommended that the Board of Trustees approves the estimated 2022 property tax levy for \$28,697,502.00 and adopts the attached resolution for the estimated 2022 tax levy for College District 528 and Certificate of Compliance with the Truth in Taxation law.

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

Clinton E. Gabbard
President

**RESOLUTION REGARDING ESTIMATED AMOUNTS
NECESSARY TO BE LEVIED FOR THE YEAR 2022**

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

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

WHEREAS, the amount of property taxes extended or estimated to be extended on the aggregate levy of Community College District No. 528 for the year 2021 was \$28,697,502; and

WHEREAS, it is hereby determined that the estimated aggregate levy necessary for the year 2022 upon the taxable property of the College District is \$28,697,502;

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

Section 1: The estimated aggregate levy for the year 2022 is \$28,697,502.

Section 2: The estimated aggregate levy for the year 2022 does *not* exceed 105% of the taxes extended, including any amount abated prior to such extension, on the aggregate levy of the College District for the year 2021.

Section 3: In light of Section 2 above, the provisions of sections 18-65 through 18-85 of the *Truth in Taxation Law* do not apply to the adoption of the 2022 aggregate levy, and the College District is not required to publish notice of or conduct a hearing thereon.

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

ADOPTED this 27th day of October, 2022.

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

By: _____
Chair

ATTEST:

Secretary

CERTIFICATE OF COMPLIANCE WITH
THE TRUTH IN TAXATION LAW

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

I do further certify that the Board of Trustees of said College District adopted a "Resolution Regarding Estimated Amounts Necessary to be Levied for the Year 2022," at a regularly convened meeting held on the 27th day of October, 2022, said date being at least 20 days preceding the adoption of the aggregate tax levy of the College District; and

I do further certify that the estimated amount of taxes necessary to be levied for the year 2022, and the aggregate levy of the College District for 2021 as adopted, did not exceed 105% of the amount of taxes extended or estimated to be extended, exclusive of election costs and bond and interest costs, and including any amount abated prior to such extension, upon the levy of the College District for 2021, such that the provisions of sections 18-65 through 18-85 of the *Truth in Taxation Law* were not applicable to the adoption of said 2022 aggregate levy.

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

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
CONT	9/6/22	Jennifer Kucan	EMS - Trainer	N
CONT	9/12/22	Ellen Morton	Test Facilitator – Perkins	A
CONT	9/12/22	Ellen Morton	Test Facilitator – Access & Disability Services	A
CONT	9/19/22	Kathleen Sample	EMS - Trainer	N
STA	9/21/22	Elizabeth Teetsov	Academic Support Coach	R
ADJ	9/24/22	Aaron Bartolome	Instructor of Philosophy	R
ADJ	9/24/22	Lawrence Lawrence	Instructor of Philosophy	R
CONT	9/26/22	Nicole McDevitt	EMS – Trainer	N
CONT	10/3/22	David Kay	Women’s Basketball Assistant Coach	S
STA	10/3/22	Christine Howatt	Accountant	R
STA	10/3/22	Ross LaMotta	Programmer Analyst	R
STA	10/3/22	Marcos Saldivar	New Student Enrollment Coach/Undocumented Student Liaison	N
STA	10/3/22	Laura Link*	Registration & Records Specialist	T
STA	10/10/22	John Grasser*	Registration & Records Generalist	T
STA	10/17/22	Trevor Bryan	New Student Enrollment Coach	R
ADM	10/17/22	Victor Gallegos	Director of Student Success	R
STA	10/24/22	Shannon Prigge	Grants Specialist	R
STA	10/24/22	Nelly Ortiz	Dishwasher, Warewashing & Sanitation	R

Through October 17, 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.

Classification	End Date	Employee Name	Primary Position
STA	10/5/2022	Jenn Feeley	Coordinator of Employee Benefits
STA	10/11/2022	Patricia Moreno de Gavina	Coordinator of Adult Education & Literacy Support Services
STA	11/7/2022	Julie Arndt	Scholarship & Outreach Specialist

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

Classification	Retirement Date	Employee Name	Primary Position

Through October 17, 2022

Friends of MCC Foundation Update

Scholarship Update

Scholarship applications for the Spring 2023 semester closed on October 10, 2022. A total of 381 applications were received. Applications are currently being reviewed and scored, and students will be notified by December 1, 2022 if they receive a scholarship.

Education to Empowerment (E2E)

E2E hosted the 2nd annual Women's Fall Luncheon, EmpowHER, on Thursday, September 22 at The Venue at Goebbert's. E2E proudly celebrated its 10-year anniversary at this event. The original goal of the program was to achieve 100 members giving annually to the E2E scholarship fund. E2E is excited to share that it achieved and exceeded this goal at this luncheon and now celebrates 101 active members.

At the EmpowHER Luncheon, 151 women gathered to network, bid on silent auction items, make donations, and hear inspiring words from both E2E members and previous scholarship recipients. A highlight of the event was 2014 E2E Scholarship Recipient, Lindsey Loncsar, sharing her story of the impact MCC and E2E had on her. Lindsey is now a teacher in Schaumburg and credits much of her success to this scholarship. Lindsey also became the first former E2E scholarship recipient to join E2E as a donating member. The event was a huge success gaining seven new E2E members, raising over \$27,000 in donations, and increasing awareness of E2E in the community.



Employee Giving Campaign

The Foundation hosted the Your Gift Changes Lives, Employee Day of Giving event on October 6, 2022. Employees were invited to visit the Foundation office for treats, giveaways, and to learn more about the importance of donating. On that day, 19 employees made new contributions totaling over \$4,000. Included in that number are 8 employees who established new donations through payroll deductions. The Your Gift Changes Lives Campaign will run through the end of November, with employee gifts being accepted throughout the year. Last year (FY 2022) 138 employees contributed over \$55,000 to the Foundation. The Foundation is grateful for the incredible support we receive from all our employees!

MCC 55th Anniversary Gala

The 55th Anniversary Gala will take place on Friday, October 28 at The Venue at Goebbert's. The evening will feature live music, delicious food and drinks, an auction, and inspiring MCC stories of student impact. There are over 300 people registered to attend with 16 supporting sponsors. The Foundation would like to especially thank our lead sponsors: Foglia Family Foundation (Emerald Anniversary Sponsor), Coilcraft (Purple & Gold Sponsor), and MercyHealth (Premier Scots Sponsor). If you have not already registered, we hope you will join us. Tickets remain available at www.mchenry.edu/gala.

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

GRANTS AWARDED

Funding Source	Brief Description	Amount Funded	Project Director
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 residents, ensuring county taxpayers receive the refunds to which they are entitled.	\$41,970	Ann Esarco, Accounting Instructor
Patriot Run 5K	MCC received funding to allow student veterans to travel to the Student Veterans of America national conference.	\$1,500	Rachel Boldman, Director of Student Engagement and Support

PENDING APPLICATIONS

Funding Source	Brief Description	Amount Requested	Status	Expected Notification
Gerry and Bill Cowlin Foundation	The Friends of MCC Foundation is seeking continued support for the Student Success Fund (SSF). The SSF helps MCC students by providing immediate financial support to help address emergency expenses.	\$6,500	Pending	November
Illinois Community College Board Innovative Bridge and Transition Program	The purpose of this grant is to support student transitions to and through postsecondary education and into employment. MCC is requesting support to develop and expand bridge programs to help Adult Education students successfully transition to credit-bearing programs.	\$193,890	Pending	November
Chicago Community Trust	Food:Land:Opportunity, funded through the Searle Funds at the Chicago Community Trust, will provide operational support to the Center for Agrarian Learning.	\$200,000	Pending	December

Funding Source	Brief Description	Amount Requested	Status	Expected Notification
American Association of Community Colleges Cyber Skills for All	This initiative will build a community of practice among community college workforce and economic development executives with the goal of increasing participation of traditionally underrepresented populations in cyber security fields. MCC is applying to participate in the second of three cohorts.	\$20,000	Pending	December

APPLICATIONS IN DEVELOPMENT

Funding Source	Brief Description	Estimated Request	Status	Application Due Date
Illinois Board of Higher Education Nursing School Grant	This grant provides funding to institutions of higher education offering nurse training programs in the state of Illinois, with a focus on supporting equitable outcomes in nursing education. MCC will request funding for a simulation training mannequin with a dark skin tone to increase diversity and equity among students.	\$21,640	In progress	October 31, 2022
Nuts, Bolts, and Thingamajigs Foundation	The NBT Foundation awards grants to host summer manufacturing camps that introduce middle and high school students to modern manufacturing career choices.	\$1,500 per camp	Planned	December 31, 2022
First National Bank of Omaha Impact Grant	This grant supports projects that focus on Entrepreneurship and Small Business Development, with the goal of growing local economies and creating jobs.	TBD	Under consideration	January 2023

APPLICATIONS DENIED

Funding Source	Brief Description	Amount Requested	Follow Up
U.S. Department of Education – Child Care Access Means Parents In School (CCAMPIS)	This grant provides funding to low-income student-parents to help offset the cost of child care, thereby increasing their chances of successfully completing higher education.	\$90,000 per year for four years	Although MCC was not awarded this grant, we will continue to seek funding to support child care and reduce barriers for 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
- Copywriting
- Event Management and Marketing
- Graphic Design
- Focus Group Coordination
- Illustration
- Information Campaigns
- Interactive Content
- List Acquisition
- Media Training
- Photography
- Video Production and Audiovisual Services
- Publicity
- Script Development
- Social Media and Networking
- Web Applications
- Web Design and Programming

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 provide up-to-date messaging to stakeholders about COVID-19 related news through a variety of channels. Specific efforts include:
 - Signage, communications, and video messaging
 - Dedicated webpages for COVID-19 response and communications (www.mchenry.edu/welcomeback)
 - Social media messaging supporting student needs and frequently asked questions
 - 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:
 - Catalyst—Workforce, Community, and Business Programs at Shah Center
 - Noncredit schedule and related sell sheets
- **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
- Black Box Theatre production support for Heathers
- Spring 2023 registration communication and promotion
- 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
- Fall 2022 Radio Campaign (STAR 105.5 and WNIJ NPR)
- Fall 2022 advising and registration 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
- 55th Anniversary Gala support and promotions
- Foglia CATI Groundbreaking support
- Foglia CATI support and promotion
- Academic program videos for program promotion
- Friends of MCC Foundation Marketing and Promotion Support
 - Marketing efforts to push scholarship awareness and applications
 - MCC alumni engagement efforts
 - Education to Empowerment programming
 - Employee Giving Campaign 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
 - 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 (billboards are installed)
 - New branded graphics for all entrances
 - New fitness center entrance wall and door graphics
- **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 September 19, 2022—October 19, 2022.

- MCC Students Create Logo for Neighbors in Need Event
- McHenry County College to Host College Fair October 4
- Petitions for MCC Trustee Election Available as of September 20
- MCC Board Seeks New Trustee to Serve Through April 2023
- McHenry County College Awarded Job Training and Economic Development Grant
- Black Box Theatre at McHenry County College to Present "Heathers the Musical"
- McHenry County College Art Gallery to Feature Photography, Host Artist Talk with Daniel Ramos
- McHenry County College and Manufacturing Pathways Consortium Celebrate National Manufacturing Month with Series of Events
- Job and Internship Fair Held at McHenry County College October 13
- Chicago Brass Band Players Return to MCC's Concert Series October 9
- Barry Bradford to Present "Lincoln's Greatest Speeches" October 26 at MCC
- Live a Data-Driven Life at MCC's Upcoming Experts and Insights Series
- MCC Student Isabella Doles Named Coca-Cola Leaders of Promise Scholarship Winner
- MCC's Physical Therapist Assistant Program Prepares Students for Fast-Growing Careers
- McHenry County College Breaks Ground on Foglia Center for Advanced Technology and Innovation

**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.*

Student, Alumni, Donor Spotlights

[View all student spotlights »](#)

[View all alumni spotlights »](#)

[View all donor spotlights »](#)

Center for Agrarian Learning

MCC Student Farm Expansion

While the expansion of the MCC Student Farm serves primarily degree-seeking students, it also serves noncredit programming for area farmers via the Center for Agrarian Learning (CAL), and has been designed to showcase profitable crops like cut flowers and tree fruit. The expansion has been completed.

The Board of Trustees is invited to tour the farm in late May 2023. Below, please find an “overview” image of the expansion design, as well as “detailed” areas. These maps have already been made available to those attending the Specialty Crop series on Tuesday evenings in October and taught by part-time faculty Rich Tobiasz.

Entrepreneurial Agriculture Degree Program

So far this year, the program has welcomed 285 people to tour the MCC Student Farm, including greenhouses and outdoor growing space. Approximately one group per month toured in the spring and summer; this fall, there has been an explosion of interest. The tours and related outreach are staffed by team members so people are getting an excellent peek into both MCC’s Agriculture program and the College in general. Recent tours included:

Name of Group	Date of Tour	People	Group Specifics
Crystal Lake Montessori	4/5/2022	36	3 groups; each 12-16 9-12 and 13-14 years old
Loyola summer class	5/26/2022	10	Agroecosystem class
MCC Kids in College	6/29/2022	8	6th-9th graders
The Land Conservancy of MC CLIP Interns	7/26/2022	4	Conservation Leadership Internship Program HS, MS and a few Elem
McHenry District 156 teachers	9/2/2022	44	Teachers
Prairie Ridge High School	9/29/2022	13	AP enviro science
Prairie Grove Middle School	10/6/2022	90	84 kids+adults all 5th graders, 4 classes
Harvard and Marengo HS	10/20/2022	80	FFA and science students
TOTAL =		285	

CAL Food Hub Feasibility Study

This study is complete, and the report is being written. A presentation is coming soon.

2022 MCC Student Farm Expansion

Overview – and fruit tree clusters

Groupings of Fruits:

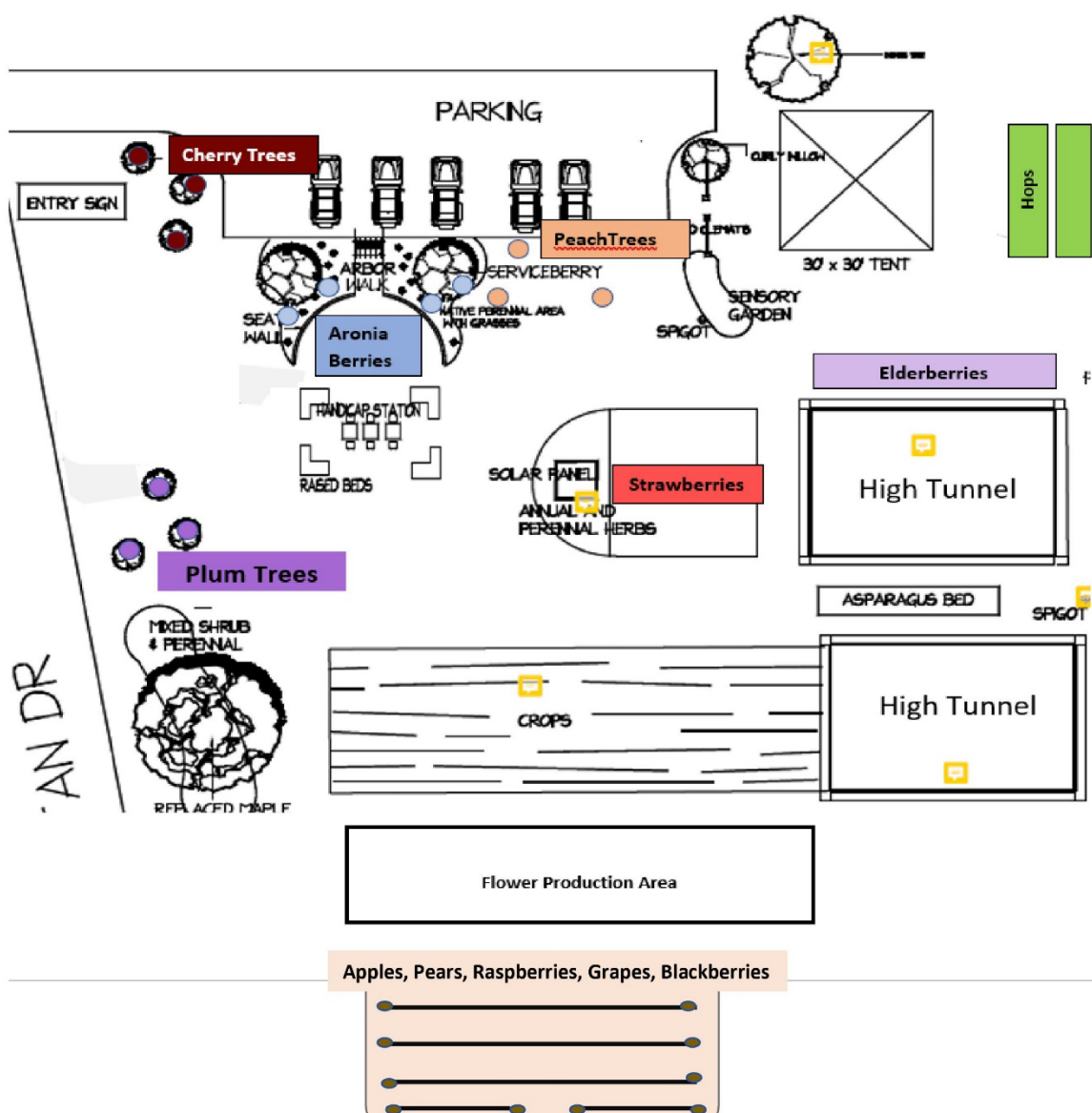
Peach- (2) Elberta and Red Haven

Cherry- Montmorency Pie, Van Sweet, and Black Tartarian

Plum- Black Ice, European Blue Damson, La Crescent

Aronia- Nero and Viking

Serviceberry



2022 MCC Student Farm Expansion- Detail

Transplanted September 20th, 2022

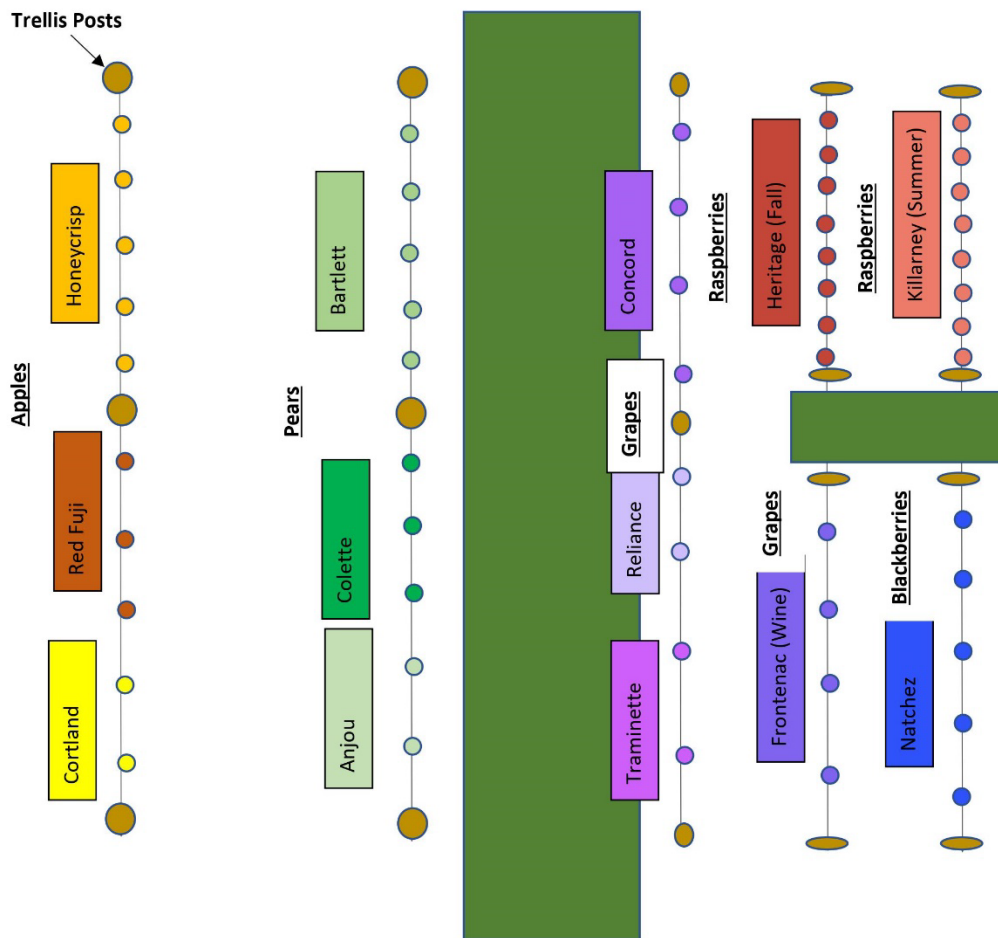
Apples- Honeycrisp, Red Fuji, Cortland. Spaced 3' apart. Four trellis wires at 2.5', 5', 7', 9'. Posts are untreated Black Locust for rot resistance and organic certification. Twelve Feet between trellis rows, white clover cover crop between.

Pears-Bartlett, Colette. Spaced 3' apart. Four trellis wires at 2.5', 5', 7', 9'. Posts are untreated Black Locust for rot resistance and organic certification.

Grapes- Concord, Reliance, Traminette. Spaced 5' apart. Frontenac Wine Grape spaced 5' apart on trellis.

Raspberries- Heritage (fall red), Killarney (summer red). Spaced 18" apart in trellises.

Blackberries- Natchez. Spaced 3' apart in trellis.



2022 MCC Student Farm - Detail **Strawberries, Hops & Elderberries** Transplanted Sept 8th & 26th '22

Elderberries- American, Nova, and York varieties. 12 plants at 4 foot spacing, planted in raised berm for proper drainage.

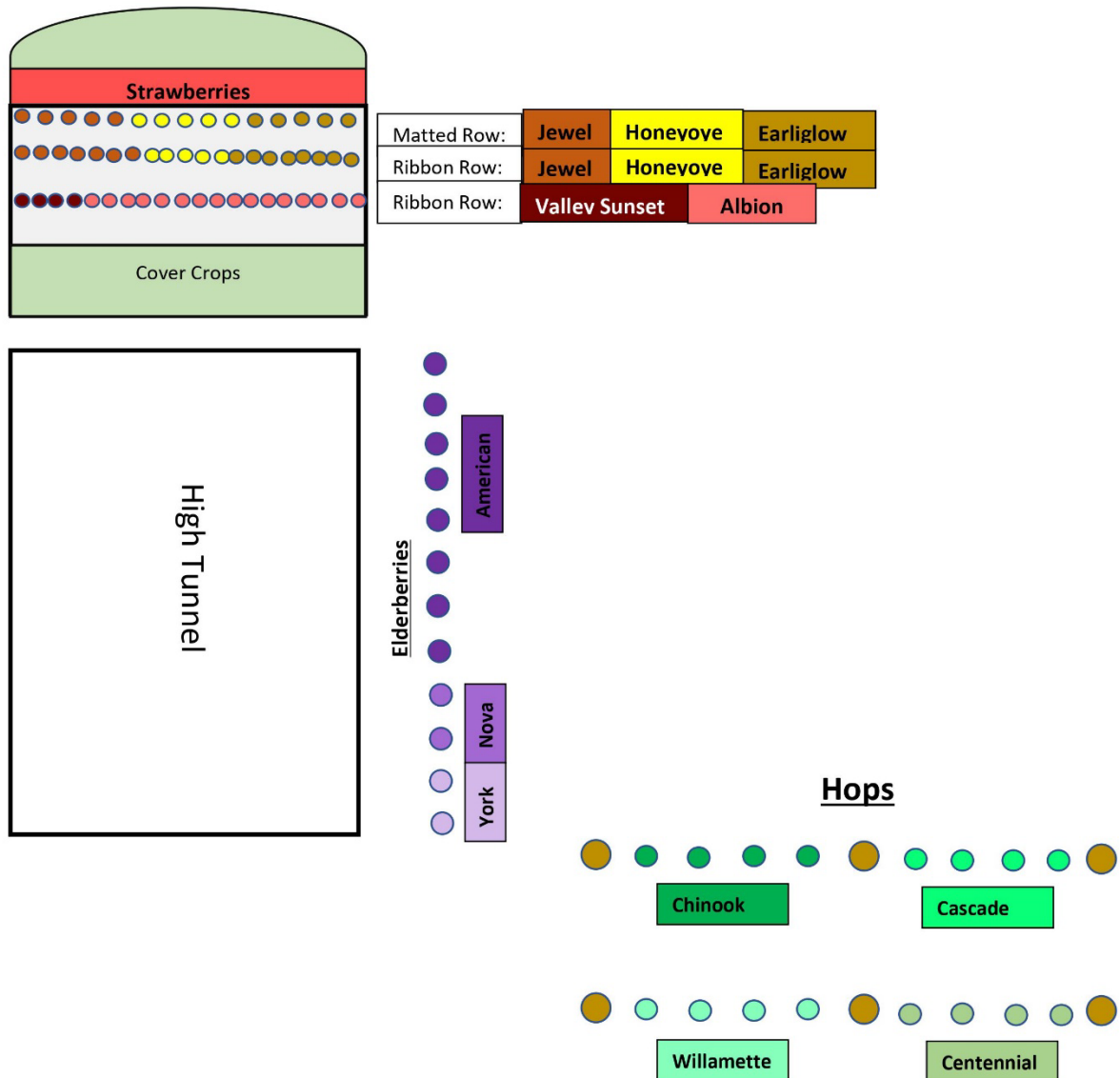
Hops- Centennial, Willamette, Cascade and Chinook varieties. 16 foot tall trellis built with black locust poles at 15 feet apart. Hops spaced 3 feet apart between Black Locust posts for vertical trellising.

Strawberries- Two types of growing methods: Matted Row and Ribbon Row.

24" Bed Matted Row: 18" Spacing between plants: Jewel, Honeyoye, and Earliglow

18" Bed Ribbon Row: 8" Spacing between plants: Jewel, Honeyoye, Earliglow

18" Bed Ribbon Row: 8" Spacing between plants: Valley Sunset (late season) and Albion (day neutral)



Sustainability Center Update

Current Initiatives and Community Connections

The Student Environmental Action Club participated the club fair on September 7 and started meeting regularly for the fall semester on Wednesday, September 21, 2022. Club President Josh King and co-advisors Kim Hankins and Leslie Krebs led the group in a discussion of recent federal and state climate change legislation. The club also developed a schedule of future topics for discussion, guest speakers, and field trips. More information can be found at the club's Canvas page.

The 2022 Green Living Expo will be on November 5, 2022, from 10 a.m.-3 p.m. in the MCC Gym/Parking Lot B. This year's theme "Going Green on a Budget" highlights vendors and exhibitors that can help save money on energy bills with affordable solar options, small but effective ways to make homes and businesses energy use more efficient, and innovative ways to extend the life of household items such as appliances and electronics. Attendees can interact with luxury electric cars; shop for green gifts created by local artists; learn about green cleaning options, native landscaping, beekeeping, and the county's first food coop; play with sustainable toys; enjoy free 15-minute yoga and relaxation sessions; view a 2,500-gallon fish tank with native fish; and bring pumpkins and fall décor for recycling and composting. The 2022 Expo will, for the first time, feature some of McHenry County's top service agencies focused on family health, credit counseling and multi-language outdoor adventures.

The ReUse It corner repurposed approximately \$936.06 worth of gently used office and school supplies in September 2022. Forty-three people found uses for over 692 items this month.

The MCRide/MCC partnership had 465 riders in September 2022.

The Sustainability Center welcomes Gena Denkov as the new Sustainability Center Student Assistant. Gena will be helping with a sustainability data collection effort for a spring application to the AASHE Sustainability Tracking, Assessment and Rating System (STARS).

Workforce Development Update

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

Disability Job Fair and Job Skills Lab

The Disability Job Fair is now scheduled twice a year to meet growing awareness and interest from both job seekers and employers. On Wednesday, October 5, over 70 job seekers attended the event held at the MCC Shah Center in McHenry. New this year was a Job Skills Lab sponsored by the Manufacturing Pathways Consortium's Alternative Talent Team. Prior to meeting with employers, participants were able to visit multiple stations to demonstrate employability and technical skills through hands-on activities in areas such as measurement, quality control, assembly, and office support. Each station was staffed by a volunteer who provided support and encouragement. Participants received a card detailing their completed stations that they were able to share with employers. Experience a short video of the skills lab [here](#).

**MTI Career Expo**

The annual Manufacturing, Trade & Industry Career Expo was held at the McHenry High School Upper Campus on Wednesday, October 12. The expo is open to high school students from across McHenry County and an estimated 500 students and families were in attendance.

MCC had strong representation at the event with booths that showcased CTE programs, healthcare programs, dual-credit opportunities, work-based learning, career training, workforce training, and admissions. Attendees were able to learn about career opportunities by speaking directly with

employers. The Manufacturing Pathways Consortium was well represented at this event with 12 member organizations staffing exhibits.

MCC Job and Internship Fair

On Thursday, October 13, MCC Career Services hosted the annual Job and Internship Fair. This event is cosponsored by the McHenry County Workforce Network. Ninety companies participated in this year's event, a 30% increase in employer participation from the 2021 event. The job fair is strongly supported by the Manufacturing Pathways Consortium with 27 member organizations participating.



More than 150 job seekers attended the 2022 fair that was held in the MCC gymnasium. In the weeks leading up to the event, Career Services provided a series of seminars designed to prepare job seekers for successfully navigating the job fair. Workshop topics included:

- 9/8/22 - Meet Career Services
- 9/14/22 - Career Exploration Workshop
- 9/15/22 - Introduction to Micro-Internships
- 9/20/22 - Resume Workshop
- 9/27/22 - Introduction to Work-Based Learning Opportunities
- 10/5/22 - Job Fair Prep Workshop

MCC Manufacturing Breakfast

On Wednesday, October 19, MCC was honored to host the 12th annual Industry Council Breakfast. More than 234 individuals from 100+ organizations participated in the event. The event featured a buffet style breakfast, an expo of MCC resource booths, a college update from Dr. Clint Gabbard, and a panel discussion on the topic of Organizational Culture. Catherine Jones moderated the conversation with panelists Carlos Corcelles, Vice President of Human Resources at Antunes, Robert Jessup, President of Jessup Manufacturing Company, and Don Wallin, President of Joule Technologies. Following the main program, many of the breakfast's participants adjourned to attend the Foglia CATI groundbreaking ceremony. The advisory sessions, typically held immediately following the breakfast, resumed on Friday, October 21 and included:

- Industrial Maintenance and Automation
- Team Lead/Supervisory Roles
- Exploring Visual and Augmented Reality in Training
- Welding and Fabrication

County-wide Manufacturing Plant Tours

This October marks the introduction of a county-wide effort to provide manufacturing plant tours for students and parents. Coordinated by the Manufacturing Pathways Consortium's Strategic Talent Team, on the evenings of October 11, 19 and 27, over 150 participants were able to reserve in-person tours at 15 member companies. Company representatives shared information about their operations, the types of career opportunities, as well as personal stories about their own career progression prior to providing a guided tour of the production areas.



Pictured here are photos from plant tours at Chicago Plastic Systems Inc. in Crystal Lake and XACT Wire EDM Corporation in Cary, IL.

Advance McHenry County Manufacturing Initiative Grant Update

Access to skills training for incumbent workers is critical for employers. The impact of the pandemic on the local labor market has severely limited the ability of employers to hire new employees who have significant industry experience or credentials. Funded through the McHenry County American Rescue Plan Act (ARPA) grant program, over the next three years MCC Workforce Training will be able to provide 50 McHenry County employers with under 500 employees with access to \$400,000 in training dollars. To date, 26 companies have submitted the required paperwork to participate, and 242 employees of these firms have already completed a Contract Training or Open Enrollment training event.

Examples of funded training:

- Internal Auditor training to support ISO Certification
- Hands-on safety training
- Emerging leader training for high-potential employees