

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

Thursday, April 25, 2024  
Final Meeting of the Retiring Board  
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: Regular Board of Trustees Meeting, March 28, 2024
7. OPEN FOR RECOGNITION OF VISITORS

***Three (3) minutes per person or less.***

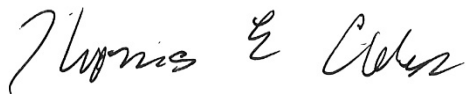
8. PRESIDENT'S REPORT: Dr. Clinton Gabbard
9. COMMUNICATIONS
  - A. Faculty Report: Ms. Sarah Sullivan
  - B. Adjunct Faculty Report: Dr. Mark Rockwell
  - C. Staff Council Report: Mr. David Behrens
  - D. Student Trustee Report: Ms. Liza Smith
  - E. Attorney Report

10. APPROVAL OF CONSENT AGENDA

**For Approval**

- A. Executive Summary and Financial Statements
    1. Executive Summary, Board Report # 24-62
    2. Treasurer's Report, Board Report #24-63
    3. Ratification for Accounts Payable Check Register, Board Report #24-64
  - B. Destruction of Closed Session Recordings, Board Report #24-65
  - C. Request to Approve/Implement/Lease/Purchase/Renew/Replace/Upgrade
    1. Foglia CATI Track Machine Lathes and Mills-Revised, Board Report #24-47
    2. InfoSight Managed Security Services, Board Report #24-66
    3. Foglia CATI Downdraft Grinding Tables, Board Report #24-67
    4. Foglia CATI Fabrication Tables, Board Report #24-68
    5. Foglia CATI HVAC Equipment, Board Report #24-69
    6. Apple Computers Lease, Board Report #24-70
    7. Adobe Site License Agreement, Board Report #24-71
    8. Contract for Main Campus Internet Connection, Board Report #24-72
    9. Modern Campus Lumens Subscription, Board Report #24-73
    10. Landscaping Services Approval, Board Report #24-74
    11. ANSUL System Inspection and Hydro Testing, Board Report #24-75
    12. University Center at MCC Advertising, Board Report #24-76
  - D. Personnel
    1. Appointment of Replacement Administrator, Director of Access and Disability Services, Board Report #24-77
    2. Appointment of Replacement Administrator, Executive Director of Adult Education, Board Report #24-78
11. ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

12. RESOLUTION REGARDING McHENRY COUNTY COLLEGE DIVERSITY, EQUITY, BELONGING, AND INCLUSION DEFINITIONS
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
  - G. Sustainability Center Update
  - H. Workforce Development Update
  - I. ICCTA Scholarships
14. SPECIAL RECOGNITION:
  - A. Outgoing Student Trustee- Liza Smith
15. FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS
16. CLOSED SESSION
  - A. 120/2(c), Exception #21, Review of Closed Session Minutes
  - B. Other matters as pertain to the exceptions of the Open Meetings Act
17. APPROVAL OF MOTION TO NOT RELEASE CLOSED SESSION MINUTES AS A RESULT OF THE SEMIANNUAL REVIEW OF CLOSED SESSION MINUTES
18. ACCEPTANCE OF CLOSED SESSION MINUTES: Regular Board Meeting of January 25, 2024.
19. ADJOURNMENT



Thomas E. Allen  
Chair

## Student Trustee Report

On a cold evening, I had the pleasure of getting out and meeting the evening students here at MCC. The students and I discussed how things are going, as they enjoyed a hot chocolate bar with lots of syrups, toppings, and whip cream. The cart was pushed across campus to get out in search of students and to learn what was most important to them. Most of the students are our working force and come from their full-time jobs to enrich, pursue, and gain knowledge for their individual goals. Some topics that were discussed were: tuition increase; lack of food around campus; and school involvement that excludes them. The more students and faculty I spoke with, the more profound the concerns were, which centered around food options. It is limited, and to keep fueled, students need a variety of food choices to maintain their attention, learn, and absorb the knowledge taught. We need your help! Let us make this our number one priority to help all students, staff, and faculty stay fueled with a variety of food choices for all on campus.



The Student Nursing Association has been working hard to raise money for their organization by holding a successful Chipotle fundraiser.

The Experience RE<sup>3</sup>AL program took a group of students to Chicago, where they had an opportunity to get involved with the Greater Chicago Food Depository, which is the largest in the area. The students and staff all took part in a factory style effort where they made 438 healthy food boxes that totaled 26,286 pounds (about the weight of a school bus) of CSFP. Yadira Placencia happily stated that, "It was rewarding to know the status of how many boxes we packed and the impact that we made on the community. I did break a sweat because we were working hard, but it was worth it." Check out the counter to see how many meals have been provided on the [website](#). During their time in Chicago, they also visited the Center of Halsted, which was formerly Horizon Community Services. This LGBTQ center is a far-reaching facility that has comprehensive resources for all ages, such as childcare, behavioral health, community, cultural events, and senior services. The students were quite surprised at some of the services and things found at



the Center of Halsted while learning about the history of the center. They wrapped up the evening with an all-women comedy show where some of the comedians spoke about their dating experiences and men. Overall, it was a full day in the city, filled with many opportunities for Experience RE<sup>3</sup>AL students.



A stop over to the Trickster Cultural Center in Schaumburg, Illinois took place the following day. It taught them about modern spaces that are welcoming to everyone interacting with and sharing art, culture, and the space to understand how different cultures are connected. The Trickster Cultural Center also supports veterans. Currently, this July, the 10<sup>th</sup> Annual National Gathering will be held at Cantigny Park in Wheaton, IL, which will honor veteran and military personnel from all eras and backgrounds. This is for Healing for One, Healing for All: Together. The ANA grant (see link below) supports a “cross generational program to build knowledge and skills of Native American plant healing practices.”<sup>1</sup> Students learned about the uses of the healing properties of native plants around them to cure and treat illnesses far beyond that of western medicine.

<https://www.tricksterculturalcenter.org/ana-grant-2022-2024>



People gathered across the nation to take part in this moment of a total Solar Eclipse. The states that were in the path for 100% totality were TX, OK, AK, MO, IL, IN, OH, PA, NY, VT, NH, and MA. For some individuals in our area, they hit the road to the south, to the bottom of the state, and into our neighboring states of MO and IN. For a short ride of four hours, Indianapolis had a total duration of full totality of three minutes and forty-nine seconds. For those who stayed on campus for the Solar Eclipse party, they were met with awe and dazzling images that were displayed on a large screen for all that gathered at the mariner’s compass by Building F. There were out-of-this world snacks of Milky Ways, Moon Pies, Starburst, and Eclipse gum to enjoy as students, staff, and faculty enjoyed a close and personal view from the telescope. A big thanks for the magnificent event to Marla Garrison and Paul Hamill.

There has been a lot of activity and exposure for the McHenry County College Paralegal Students program, as they participated in a Mock Trial event at the McHenry County Courthouse on Friday, April 5, 2024. This event gave our participating MCC students the chance to see the court and litigation

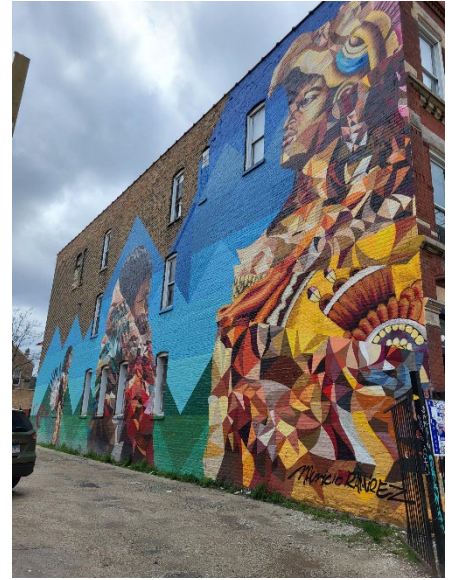


process and interact with McHenry County attorneys and judges volunteering for the event. Dr Robin Berry, Chair of the MCC Paralegal Program, presented information about the McHenry County College Paralegal Program to over 100 local high-school students that also were participating in the event. The McHenry County College Paralegal Student Association hosted a community event on Monday, April 15, 2024, about Artificial Intelligence in Law and Litigation. They were able to bring in guest speaker Doug Kaminski from Purpose Law. Doug is considered a global expert in the subject matter of AI and the Law. In the talk, the students learned that people, specifically paralegals, will need to validate and check anything AI produces and ways to identify AI generated fraud. Future trends of AI and how it can be beneficial in litigation were also discussed. McHenry County Clerk and Recorder, Joe Tirio, was a guest speaker in the Real Property for Paralegals class (PAR122) on Thursday, April 18, 2024. Tirio thrilled the MCC students with an opportunity with a talk and a tour of the McHenry County Clerk and Recorder's office. The Paralegal Student Association will coordinate this event soon. Also, the Paralegal Student Association has been continually active in the search of pairing Paralegal Internships with local attorneys and law firms for our MCC Paralegal Students. There is currently a grant in place that gives the student college credit as well as MCC reimbursing a percentage of wages paid to the MCC Paralegal Intern. This makes it a win-win situation for both our MCC Paralegal Students and the employer.

This month hosts a Meaning Meals with Danielle, who shared her story with a packed space in the MCC Scot Room. Danielle lives with cerebral palsy (CP), which she was born with and is wheelchair bound due to her inability to control her muscles and movements. She was born in Seol, South Korea where she was put up for adoption. A lovely Polish family from the United States adopted her and provided a nurturing life. The more the attendees learned about Danielle, the more her positive sense of humor shined through. She wanted everyone to know that she was not just a girl in a wheelchair. Instead, she wanted to inform them of all she could do. Currently, Danielle is the Treasurer for Student Government Association for the 2024-25 school year.

Nestled in the Harrison Park complex lies the Nation Museum of Mexican Art, which was visited by a group of sociology and humanities students and faculty. The vast cultural diversity of this area dates to the early era of German and Irish immigrants, as well as later influences from Eastern Europe. Mexican immigrants settled in Pilsen shortly after World War II, particularly after the building on the University of Illinois at Chicago (UIC) began, which resulted in widespread relocation. This is a multicultural place to discover the origins and development of Mexican art. They also left the classroom to have lunch at the Mexican restaurant, where they enjoyed a stimulating discussion on the art and its relevance to their studies. During their stroll, they saw muralist, Mario Mena, in action with his friend Jerry, who was actively working on a new mural. This outing was filled with art, cultural discussion, and good eats.





As my term comes to a close, it was a true honor to serve the McHenry County College student body and all the individuals I have met along the way. The concerns and positive student-led change will continue as things have a place and room for improvement, such as longer cafe hours with a variety of food selections to serve all students, staff, and faculty, as they did in the past. To move forward and advance the establishment of more gender-neutral bathrooms in all buildings to improve accessibility. We, as a college, must do better to make and select items for sustainability. This can be achieved by not purchasing plastic or Styrofoam items such as cups, and containers. Along with creating our own composting program to not waste, nor throw away compostable items due to them not being accepted by the outsourced company. Not purchasing things in plastics and starting a program for refillable items with incentives.

Thank you to all the Board members and advisors for their service, support to our community college, and the McHenry County residents.

Executive Summary

Information

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

Recommendation

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



Clinton E. Gabbard  
President

## Executive Summary

Fiscal Year 2024 is currently 75.0% complete with the year-to-date results ending March 31, 2024 being reported. In the Operating Funds, total revenue is 56.5% of budget, as compared with 53.4% at the same time last year. Total expenditures are 50.8% of budget, as compared with 48.3% 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 75.0% of budget and down \$137,399 (-0.6%) from last year at this time. FY 2024 revenue is \$21,526,382 vs. FY 2023 revenue of \$21,663,781. For FY 2024, this revenue is derived from 50% of the 2022 tax levy (as approved by the Board in November 2022) and 50% of the 2023 tax levy (as approved by the Board in November 2023).
- State government is 70.0% of budget and up \$4,895,194 (198.9%) from last year at this time. FY 2024 revenue is \$7,356,117 vs. FY 2023 revenue of \$2,460,923.
- Federal government is 0.0% of budget and up \$1,776 (0.0%) from last year at this time. FY 2024 revenue is \$1,776 vs. FY 2023 revenue of \$0.
- Student tuition and fees is 84.1% of budget and up \$529,367 (4.6%) from last year at this time. FY 2024 revenue is \$12,078,105 vs. FY 2023 revenue of \$11,548,738. 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 60.1% of budget and up \$24,951 (31.1%) from last year at this time. FY 2024 revenue is \$105,222 vs. FY 2023 revenue of \$80,271. Activity in this area is comprised primarily from the Kids and College, Fitness Center, Horticulture Sales, and Sweet Scots.
- Facilities is 90.5% of budget and even \$0 (0.0%) from last year at this time. FY 2024 revenue is \$17,166 vs. FY 2023 revenue of \$17,166. 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 325.0% of budget and up \$657,537 (233.3%) from last year at this time. FY 2024 revenue is \$939,417 vs. FY 2023 revenue of \$281,880.
- Nongovernmental gifts, scholarships, grants & bequests is 174.4% of budget and up \$16,433 (597.0%) from last year at this time. FY 2024 revenue is \$19,186 vs. FY 2023 revenue of \$2,753. Activity is due to contributions from the Foundation for faculty requested needs (travel, software, etc.).
- Other is 16.3% of budget and down \$17,137 (-0.4%) from last year at this time. FY 2024 revenue is \$4,650,145 vs. FY 2023 revenue of \$4,667,282. The main items in this category consists largely of Employee Health Insurance Contributions, which account for \$4,551,008 Retiree Health contributions, which account for \$518, Other Misc. Income, which account for \$53,512 with the remaining balance being made up of smaller accounts such as NSF charges, assorted fines, fees, and miscellaneous income all of which total \$45,107. The large variance to budget is the result of the "On-Behalf Payment" for the employer's pension contribution for employees made by the State. For FY 2023 that "On-Behalf Payment" was \$11,174,056.



## Expenditures

- Salaries expenditures are 75.6% of budget and up \$1,542,785 (7.5%) from last year at this time. FY 2024 expenditures are \$22,132,835 vs. FY 2023 expenditures of \$20,590,049.
- Employee benefit expenditures are 22.7% of budget and up \$498,900 (7.0%) from last year at this time. FY 2024 expenditures are \$7,581,170 vs. FY 2023 expenditures of \$7,082,271. ***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 68.7% of budget and up \$452,941 (14.8%) from last year at this time. FY 2024 expenditures are \$3,509,163 vs. FY 2023 expenditures of \$3,056,222. The account includes contractual services for custodial services, legal services, construction management, roads and grounds, and architectural type services.
- Materials and supplies expenditures are 72.9% of budget and up \$71,594 (2.9%) from last year at this time. FY 2024 expenditures are \$2,515,382 vs. FY 2023 expenditures of \$2,443,788.
- Travel and meeting expenditures are 54.0% of budget and up \$56,700 (32.4%) from last year at this time. FY 2024 expenditures are \$231,937 vs. FY 2023 expenditures of \$175,237.
- Fixed charges expenditures are 92.6% of budget and up \$32,867 (2.2%) from last year at this time. FY 2024 expenditures are \$1,500,518 vs. FY 2023 expenditures of \$1,467,651. Included in this category are bond principal, interest payments, lease payments, and general insurance.
- Utilities expenditures are 55.1% of budget and up \$163,825 (33.1%) from last year at this time. FY 2024 expenditures are \$659,386 vs. FY 2023 expenditures of \$495,561.
- Capital Outlay expenditures are 16.8% of budget and up \$138,002 (112.0%) from last year at this time. FY 2024 expenditures are \$261,243 vs. FY 2023 expenditures of \$123,240. ***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 up \$14,257 (2.1%) from last year at this time. FY 2024 expenditures are \$692,176 vs. FY 2023 expenditures of \$677,919. The main category of expenses includes tuition waivers, tuition related refunds, and miscellaneous expense.
- Contingency expenditures are 0.0% of budget and even \$0 (0.0%) from last year at this time. FY 2024 expenditures are \$0 vs. FY 2023 expenditures of \$0.



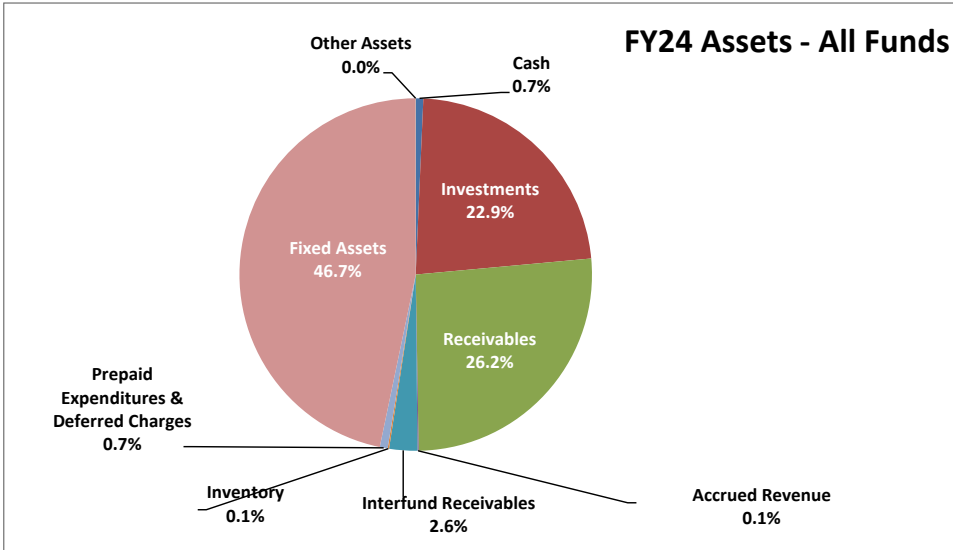
Clinton E. Gabbard  
President

All Funds Statement of Net Position (Balance Sheet)  
 March 31, 2024

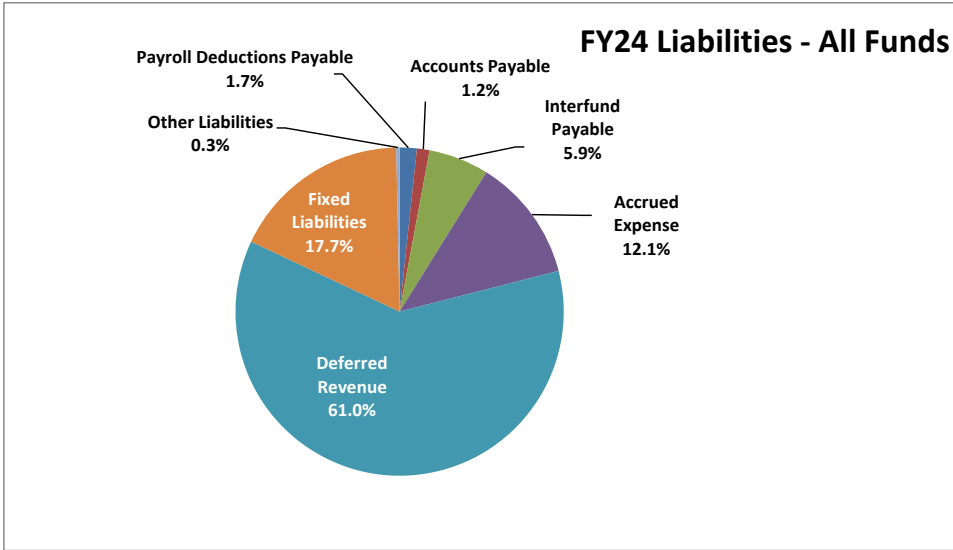
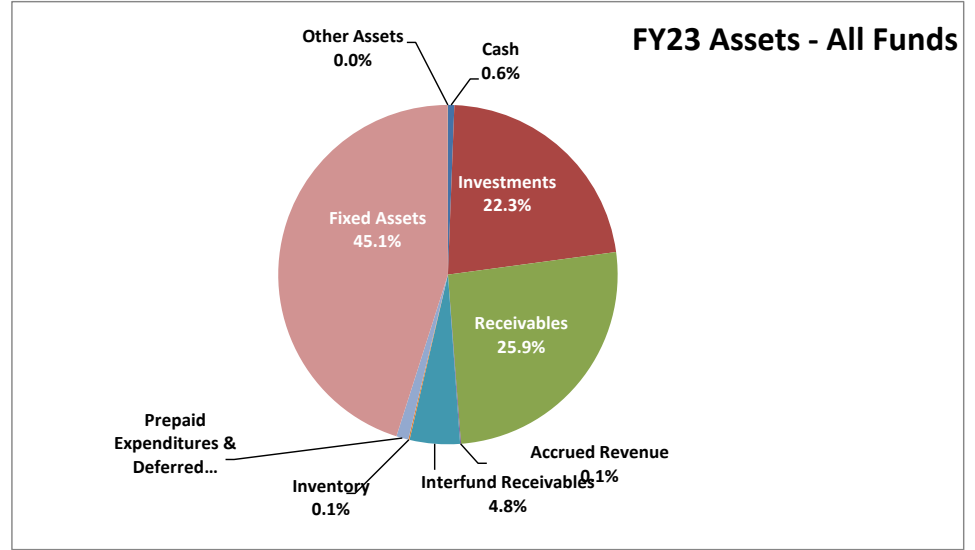
	01	02	03	04	05	06	07	08	09	10	11	12	17	
All Funds	Education Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliary Enterprises Fund	Restricted Purposes Fund	Working Cash Fund	General Fixed Asset Fund	General Long-Debt Fund	Trust & Agency Fund	Audit Fund	Liability Protection & Settlement Fund	OPEB Fund	
<b>Assets</b>														
Cash	1,134,295	-	-	-	583,706.18	(0)	1,019	95,646	-	-	439,922	14,001	-	-
Investments	37,500,990	15,777,638	5,502,784	10,925,754	-	-	3,094,364	-	-	-	-	2,200,451	-	
Receivables	42,961,471	38,504,288	2,689,765	-	-	(3,157)	991,791	-	-	-	75,118	703,667	-	
Accrued Revenue	184,169	83,816	23,848	44,503	-	-	18,222	-	-	-	-	13,780	-	
Interfund Receivables	4,225,251	3,320,359	292,494	(300,000)	-	303,008	(40,610)	-	-	0	-	0	650,000	
Inventory	213,173	-	-	-	-	213,173	-	-	-	-	-	-	-	
Prepaid Expenditures & Deferred Charges	1,189,876	676,239	20,719	-	-	5,568	64,039	-	78,144	-	-	76,629	268,537	
Fixed Assets	76,649,300	-	-	-	-	-	-	76,649,300	-	-	-	-	-	
Other Assets	16,239	-	-	-	-	-	-	-	16,239	-	-	-	-	
<b>Total Assets</b>	<b>164,074,764</b>	<b>58,362,340</b>	<b>8,529,609</b>	<b>10,670,257</b>	<b>583,706</b>	<b>518,592</b>	<b>1,016,239</b>	<b>3,208,232</b>	<b>76,649,300</b>	<b>94,383</b>	<b>439,922</b>	<b>89,119</b>	<b>2,994,527</b>	<b>918,537</b>
<b>Liabilities</b>														
Payroll Deductions Payable	1,201,776	1,051,786	30,554	-	-	109,772	9,663	-	-	-	-	-	-	
Accounts Payable	886,014	740,587	-	130,010	-	1,422	13,996	-	-	-	-	-	-	
Interfund Payable	4,225,251	-	-	2,323,584	-	76,623	-	-	-	-	-	1,825,043	-	
Accrued Expense	8,643,507	-	-	-	-	-	-	-	18,887	-	-	-	8,624,620	
Deferred Revenue	43,436,832	24,865,441	2,033,184	5,361	50,036	37,715	-	-	-	-	56,250	526,833	15,862,011	
Fixed Liabilities	12,571,467	-	-	-	-	-	-	-	12,571,467	-	-	-	-	
Other Liabilities	233,283	54,775	-	-	-	178,508	-	-	-	-	-	-	-	
<b>Total Liabilities</b>	<b>71,198,128</b>	<b>26,712,589</b>	<b>2,063,738</b>	<b>2,458,955</b>	<b>50,036</b>	<b>404,041</b>	<b>23,659</b>	<b>-</b>	<b>12,590,354</b>	<b>-</b>	<b>56,250</b>	<b>2,351,876</b>	<b>24,486,631</b>	
<b>Designated Fund Balance</b>	<b>92,876,635</b>	<b>31,649,751</b>	<b>6,465,871</b>	<b>8,211,302</b>	<b>533,670</b>	<b>114,551</b>	<b>992,580</b>	<b>3,208,232</b>	<b>76,649,300</b>	<b>(12,495,971)</b>	<b>439,922</b>	<b>32,869</b>	<b>642,651</b>	<b>(23,568,094)</b>
<b>Assigned Fund Balance</b>														
33% Unassigned for annual budgeted expenditures	20,002,250	18,189,447	1,812,803	-	-	-	-	-	-	-	-	-	-	-
Other Designated Reserves	0	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Improvement/Investment in Capital Assets	84,860,602	-	-	8,211,302	0	-	-	76,649,300	-	-	-	-	-	
Liabilities, Protection, and Settlement	-35,496,910	-	-	-	-	-	-	-	-12,571,467	-	-	642,651	-23,568,094	
Working Cash/Other Restricted	3,215,371	-	-	-	-	992,580	1,750,000	-	-	439,922	32,869	-	-	
<b>Remaining Unassigned Balance</b>	<b>20,295,322</b>	<b>13,460,304</b>	<b>4,653,068</b>	<b>0</b>	<b>533,670</b>	<b>114,551</b>	<b>0</b>	<b>1,458,232</b>	<b>0</b>	<b>75,496</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

All Funds Statement of Net Position (Balance Sheet)  
 March 31, 2024

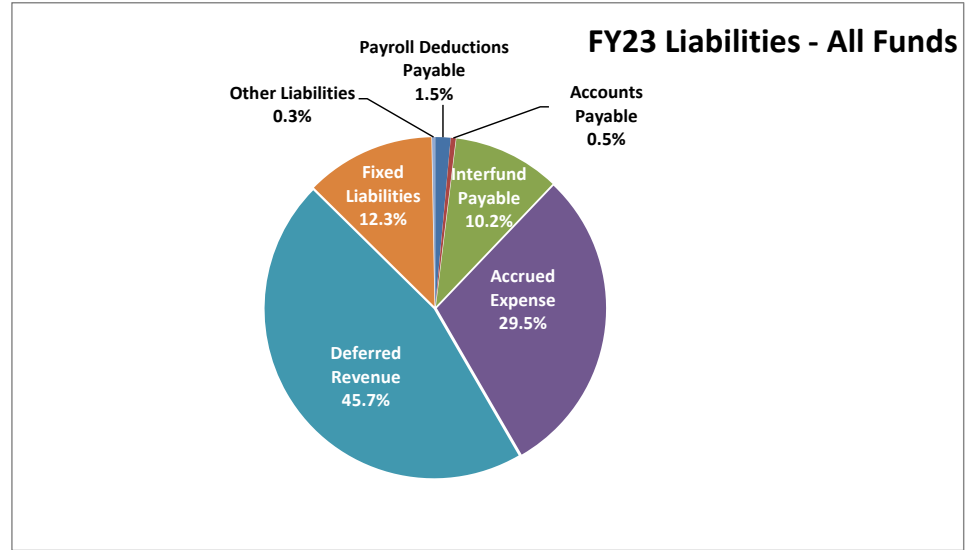
Total Assets = \$ 164,074,764



Total Assets = \$ 158,145,311



Total Liabilities = \$ 71,198,128



Total Liabilities = \$ 74,280,244

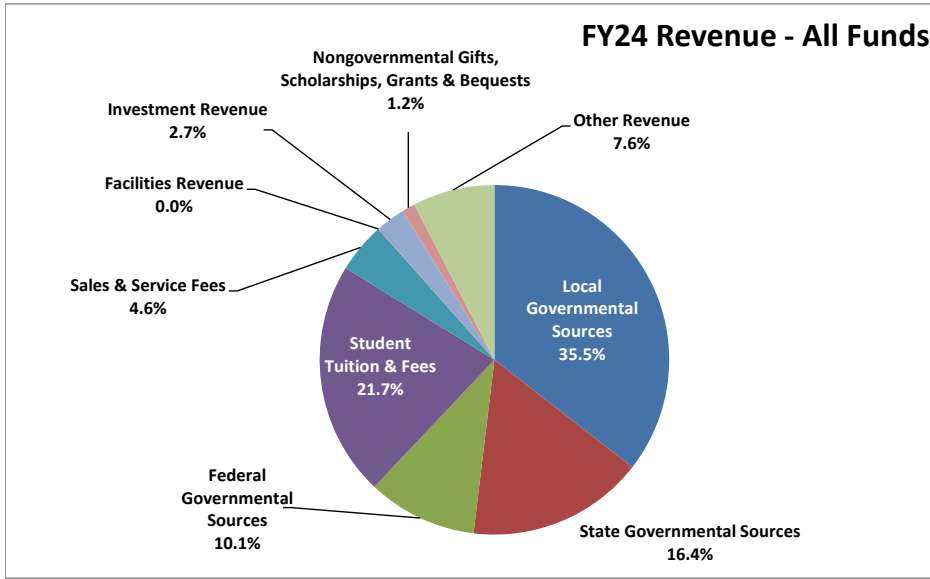
All Funds Statement of Activities (Income Statement)  
 March 31, 2024

	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	22,109,559	19,555,426	1,970,956	-	-	-	-	-	-	-	-	56,276	526,902	-
State Governmental Sources	10,193,630	6,555,773	800,344	-	-	-	2,837,514	-	-	-	-	-	-	-
Federal Governmental Sources	6,313,332	1,776	-	-	-	-	6,311,556	-	-	-	-	-	-	-
Student Tuition & Fees	13,530,516	10,899,906	1,178,199	76,516	714,165	661,730	-	-	-	-	-	-	-	-
Sales & Service Fees	2,891,016	105,222	-	-	-	2,785,794	-	-	-	-	-	-	-	-
Facilities Revenue	24,286	17,166	-	-	-	7,120	-	-	-	-	-	-	-	-
Investment Revenue	1,687,088	629,170	310,247	448,626	-	-	-	174,739	-	-	-	-	124,307	-
Nongovernmental Gifts, Scholarships, Grants & Bequests	762,098	19,186	-	300,000	-	-	375,705	-	-	-	67,207	-	-	-
Other Revenue	4,721,784	4,644,114	6,031	1,241,620	-	-	-	-	-	(1,241,620)	71,639	-	-	-
<b>Total Revenue</b>	<b>62,233,310</b>	<b>42,427,738</b>	<b>4,265,777</b>	<b>2,066,762</b>	<b>714,165</b>	<b>3,454,644</b>	<b>9,524,774</b>	<b>174,739</b>	<b>-</b>	<b>(1,241,620)</b>	<b>138,846</b>	<b>56,276</b>	<b>651,208</b>	<b>-</b>
<b>Expenditures</b>														
Salaries	24,810,113	21,642,710	490,125	-	-	1,474,612	1,202,666	-	-	-	-	-	-	-
Employee Benefits	8,534,917	7,448,932	132,238	-	-	203,803	229,176	-	-	-	-	-	520,767	-
Contractual Services	4,705,179	1,754,301	1,754,862	96,851	-	538,594	488,191	-	-	-	-	72,380	-	-
General Materials & Supplies	4,415,985	2,141,274	374,108	428,853	-	1,146,618	325,132	-	-	-	-	-	-	-
Travel & Conference/Meeting	369,173	224,095	7,842	-	-	51,817	85,419	-	-	-	-	-	-	-
Fixed Charges	853,837	1,432,854	67,664	-	624,000	13,057	115,200	-	-	(1,489,526)	-	-	90,588	-
Utilities	659,386	142,056	517,330	-	-	-	-	-	-	-	-	-	-	-
Capital Outlay	3,711,873	19,069	242,174	2,907,927	-	30,731	190,111	-	321,861	-	-	-	-	-
Other Expenditures	6,697,692	692,176	-	-	-	2,944	5,882,004	-	-	-	120,569	-	-	-
Contingency	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>54,758,156</b>	<b>35,497,466</b>	<b>3,586,344</b>	<b>3,433,631</b>	<b>624,000</b>	<b>3,462,176</b>	<b>8,517,900</b>	<b>-</b>	<b>321,861</b>	<b>(1,489,526)</b>	<b>120,569</b>	<b>72,380</b>	<b>611,355</b>	<b>-</b>
<b>Excess/(deficit) of revenues over expenditures</b>	<b>7,475,154</b>	<b>6,930,272</b>	<b>679,433</b>	<b>(1,366,869)</b>	<b>90,165</b>	<b>(7,533)</b>	<b>1,006,874</b>	<b>174,739</b>	<b>(321,861)</b>	<b>247,907</b>	<b>18,277</b>	<b>(16,104)</b>	<b>39,853</b>	<b>-</b>
Operating transfers in	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Operating transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Beginning Fund Balance	85,401,031	24,719,477	5,786,437	9,578,171	443,504	122,085	(14,295)	3,033,493	76,971,160	(12,743,878)	421,199	48,973	602,799	(23,568,094)
Ending Fund Balance	92,876,185	31,649,749	6,465,870	8,211,302	533,669	114,552	992,579	3,208,232	76,649,299	(12,495,971)	439,476	32,869	642,652	(23,568,094)

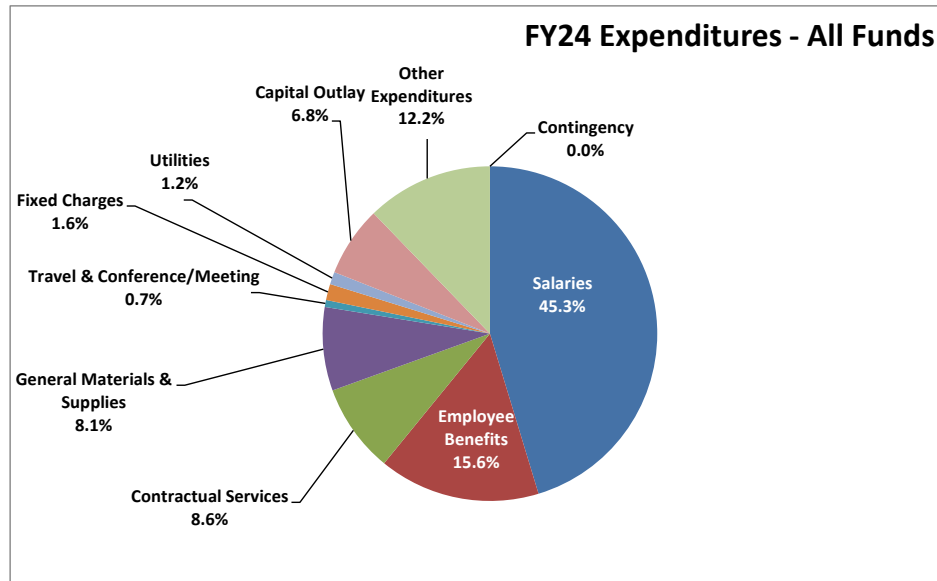
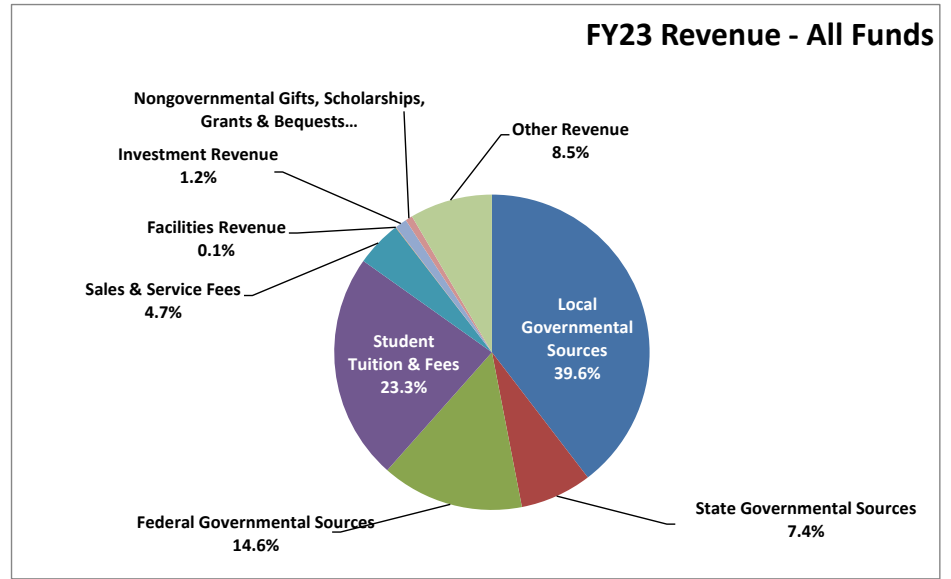


All Funds Statement of Activities (Income Statement)  
 March 31, 2024

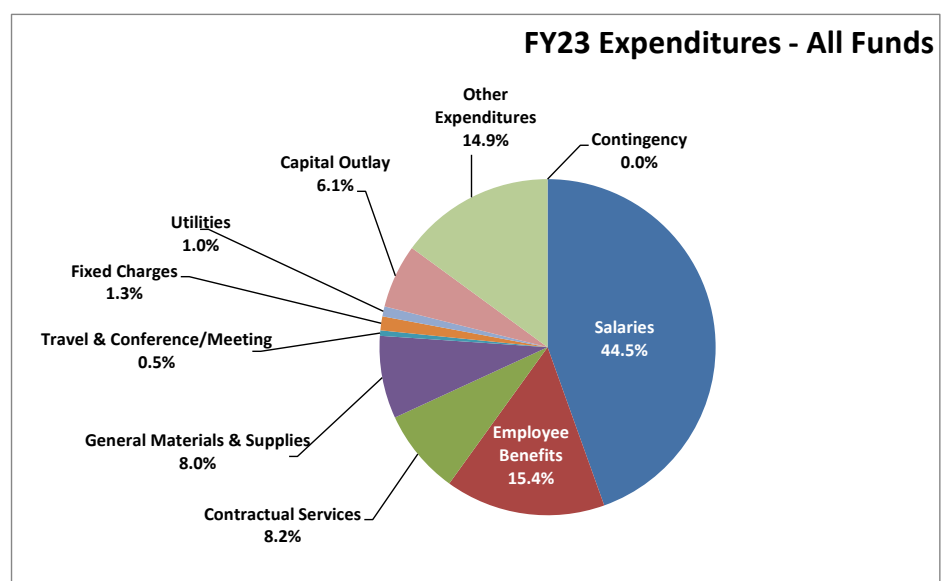
Total Revenue = \$ 62,233,310



Total Revenue = \$ 56,184,892



Total Expense = \$ 54,758,156



Total Expense = \$ 51,559,955

Operating Funds  
Net of SURS/Investments

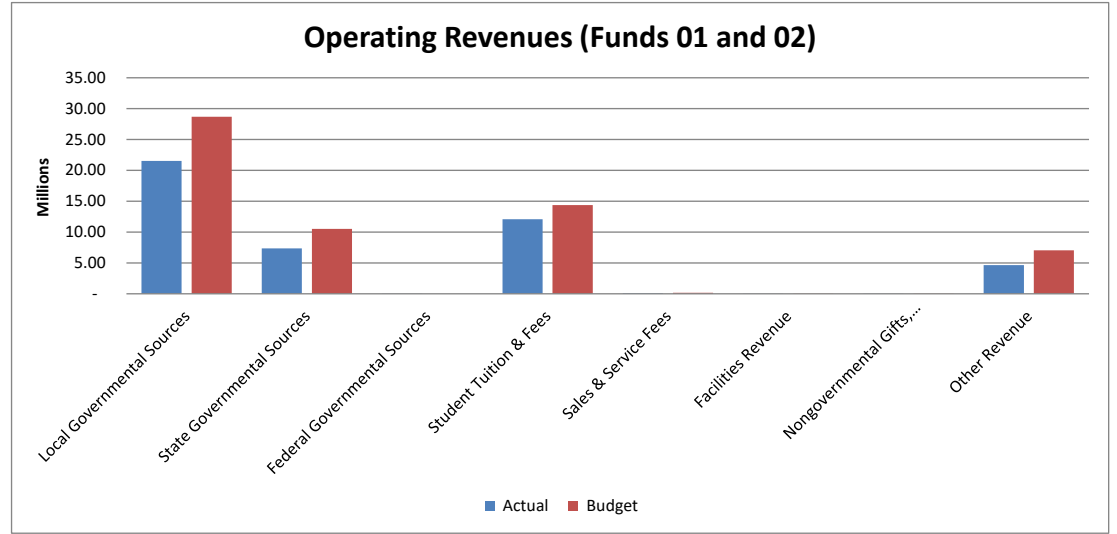
**Operating (Funds 01 & 02) Statement of Activities (Net of SURS/Investments)**

March 31, 2024

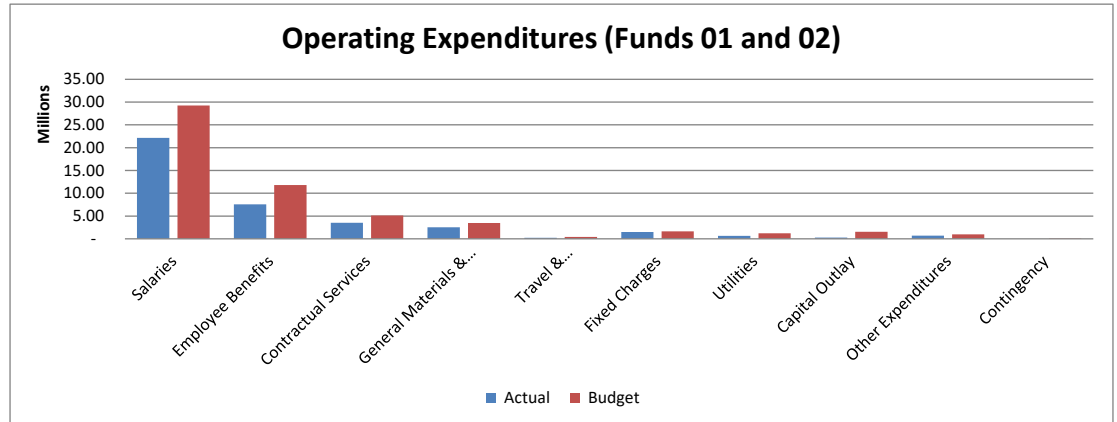
	FY24			FY23		FY23			FY24 Act.	
	YTD Actual	YTD Budget	Full Budget	YTD Bud.	Full Bud.	YTD Actual	Budget	% Chng	Change Over FY23 Act.	% Chng
<b>Revenue</b>										
Local Governmental Sources	\$ 21,526,382	\$ 21,530,444	\$ 28,700,710	100.0%	75.0%	\$ 21,663,781	\$ 28,962,379	74.8%	\$ (137,399)	-0.6%
State Governmental Sources	7,356,117	7,883,649	10,509,134	93.3%	70.0%	2,460,923	4,872,056	50.5%	\$ 4,895,194	198.9%
Federal Governmental Sources	1,776	-	-	0.0%	0.0%	-	-	0.0%	\$ 1,776	0.0%
Student Tuition & Fees	12,078,105	11,752,464	14,360,846	102.8%	84.1%	11,548,738	13,350,427	86.5%	\$ 529,367	4.6%
Sales & Service Fees	105,222	131,280	175,000	80.2%	60.1%	80,271	164,000	48.9%	\$ 24,951	31.1%
Facilities Revenue	17,166	14,228	18,966	120.7%	90.5%	17,166	18,966	90.5%	\$ -	0.0%
Nongovernmental Gifts	19,186	8,252	11,000	232.5%	174.4%	2,753	11,000	25.0%	\$ 16,433	597.0%
Other Revenue	4,650,145	5,287,039	7,047,777	88.0%	66.0%	4,667,282	11,671,443	40.0%	\$ (17,137)	-0.4%
<b>Total Revenue</b>	<b>\$ 45,754,098</b>	<b>\$ 46,607,355</b>	<b>\$ 60,823,433</b>	<b>98.2%</b>	<b>75.2%</b>	<b>\$ 40,440,913</b>	<b>\$ 59,050,271</b>	<b>68.5%</b>	<b>\$ 5,313,186</b>	<b>13.1%</b>
<b>Expenditures</b>										
Salaries	\$ 22,132,835	\$ 21,965,496	\$ 29,280,648	100.8%	75.6%	\$ 20,590,049	\$ 28,170,285	73.1%	\$ 1,542,785	7.5%
Employee Benefits	7,581,170	8,837,600	11,780,779	85.8%	64.4%	7,082,271	15,614,102	45.4%	\$ 498,900	7.0%
Contractual Services	3,509,163	3,829,689	5,105,087	91.6%	68.7%	3,056,222	4,823,014	63.4%	\$ 452,941	14.8%
General Materials & Supplies	2,515,382	2,589,961	3,452,494	97.1%	72.9%	2,443,788	3,307,839	73.9%	\$ 71,594	2.9%
Travel & Conference/Meeting	231,937	322,241	429,556	72.0%	54.0%	175,237	332,032	52.8%	\$ 56,700	32.4%
Fixed Charges	1,500,518	1,215,266	1,619,985	123.5%	92.6%	1,467,651	1,591,347	92.2%	\$ 32,867	2.2%
Utilities	659,386	898,540	1,197,780	73.4%	55.1%	495,561	1,220,675	40.6%	\$ 163,825	33.1%
Capital Outlay	261,243	1,165,620	1,553,805	22.4%	16.8%	123,240	1,687,269	7.3%	\$ 138,002	112.0%
Other Expenditures	692,176	723,915	965,000	95.6%	71.7%	677,919	916,500	74.0%	\$ 14,257	2.1%
Contingency	-	50,430	67,225	0.0%	0.0%	-	100,000	0.0%	\$ -	0.0%
<b>Total Expenditures</b>	<b>\$ 39,083,810</b>	<b>\$ 41,598,758</b>	<b>\$ 55,452,359</b>	<b>94.0%</b>	<b>70.5%</b>	<b>\$ 36,111,939</b>	<b>\$ 57,763,063</b>	<b>62.5%</b>	<b>\$ 2,971,871</b>	<b>8.2%</b>
<b>Surplus/(deficit)</b>	<b>\$ 6,670,288</b>	<b>\$ 5,008,597</b>	<b>\$ 5,371,074</b>			<b>\$ 4,328,974</b>	<b>\$ 1,530,279</b>		<b>\$ 2,341,314</b>	<b>54.1%</b>
Net Transfers Out/(In)	\$ -		\$ 850,000			\$ 2,130,279	\$ 1,530,279		\$ (2,130,279)	-100.0%
<b>Net Operating Funds Surplus/(Deficit)</b>	<b>\$ 6,670,288</b>	<b>\$ 5,008,597</b>	<b>\$ 4,521,074</b>			<b>\$ 2,198,695</b>	<b>\$ -</b>		<b>\$ 4,471,593</b>	<b>203.4%</b>
<b>Beginning Fund Balance</b>	<b>30,505,914</b>	<b>30,505,914</b>	<b>30,505,914</b>			<b>33,702,147</b>				
Net Operating Funds Surplus/(Deficit)	6,670,288	5,008,597	4,521,074			2,198,695				
Add: Contingency (assumption is it is not used)			67,225							
<b>Calculated YTD Ending Fund Balance (b)</b>	<b>\$ 37,176,202</b>	<b>\$ 35,514,511</b>	<b>\$ 35,094,213</b>			<b>\$ 35,900,842</b>				

**Operating Funds - Statement of Activities**  
**March 31, 2024**

	Actual	Budget
<b>Revenue</b>		
Local Governmental Sources	21,526,381.55	28,700,710.00
State Governmental Sources	7,356,116.92	10,509,134.00
Federal Governmental Sources	1,776.00	-
Student Tuition & Fees	12,078,104.93	14,360,846.00
Sales & Service Fees	105,221.86	175,000.00
Facilities Revenue	17,166.00	18,966.00
Nongovernmental Gifts, Scholarships, Grants & Bequests	19,186.00	11,000.00
Other Revenue	4,650,145.18	7,047,777.00
<b>Total Revenue</b>	<b>45,754,098.44</b>	<b>60,823,433.00</b>



<b>Expenditures</b>		
Salaries	22,132,834.88	29,280,648.00
Employee Benefits	7,581,170.49	11,780,779.00
Contractual Services	3,509,163.28	5,105,087.00
General Materials & Supplies	2,515,382.24	3,452,494.00
Travel & Conference/Meeting	231,936.94	429,556.00
Fixed Charges	1,500,518.12	1,619,985.00
Utilities	659,386.09	1,197,780.00
Capital Outlay	261,242.56	1,553,805.00
Other Expenditures	692,175.54	965,000.00
Contingency	-	67,225.00
<b>Total Expenditures</b>	<b>39,083,810.14</b>	<b>55,452,359.00</b>
<b>Excess/(deficit) of revenues over expenditures</b>	<b>6,670,288.30</b>	<b>5,371,074.00</b>



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

Treasurer's Report

Information

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

Recommendation

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



Clinton E. Gabbard  
President



**McHenry County College  
Treasurer's Report  
For the Month of March 2024**

<b>Bank Name Account</b>	<b>Beginning Balance</b>	<b>Deposits (+) Other Additions</b>	<b>Disbursements (-) Other Subtractions</b>	<b>Ending Balance</b>
Crystal Lake Bank & Trust <b>Credit Cards</b>	\$181,545.93	\$457,435.05	\$472,277.98	\$166,703.00
Crystal Lake Bank & Trust <b>Direct Pay</b>	\$165,018.12	\$1,817,200.40	\$1,959,378.93	\$22,839.59
Crystal Lake Bank & Trust <b>Employee Benefits</b>	\$0	\$69,180.60	\$69,180.60	\$0
Crystal Lake Bank & Trust <b>Federal Student Loan</b>	\$10,000.00	\$890,325.75	\$890,325.75	\$10,000.00
Crystal Lake Bank & Trust <b>Funds Holding</b>	\$865,973.71	\$5,844,603.11	\$5,879,502.35	\$831,074.47
Crystal Lake Bank & Trust <b>Operations</b>	\$484,136.32	\$3,173,028.94	\$3,580,578.17	\$76,587.09
Crystal Lake Bank & Trust <b>Payroll</b>	\$1,203,145.35	\$2,452,862.00	\$3,624,606.75	\$31,400.60

McHenry County College  
March 31, 2024

Investments

College Fund	Financial Institution	03/31/24	02/29/24	03/31/24	Interest	No. of Days	Maturity
		Investments	Investments	% of Total Investments			
Education	Illinois Funds	\$260,053	\$139,668	1%	see below	N/A	On Demand
Education	PFM Investments	15,522,727	17,871,601	41%	see below	N/A	Various
Operations & Maintenance	PFM Investments	5,526,632	5,498,801	15%	see below	N/A	Various
Operations & Maintenance (Restricted)	PFM Investments	1,684,620	1,676,137	4%	see below	N/A	Various
Operations & Maintenance (Restricted CDB Project-810-066-019)	PFM Investments	8,768,206	8,731,975	23%	see below	N/A	Various
Operations & Maintenance (Restricted CDB Project-810-066-018)	Home State Bank	135,103	133,941	0%	variable	N/A	On Demand
Operations & Maintenance (Restricted CDB Project-810-066-020)	PFM Investments	382,328	380,748	1%	see below	N/A	Various
Working Cash	PFM Investments	3,112,586	3,096,912	8%	see below	N/A	Various
Liability, Protection and Settlement	PFM Investments	2,214,231	2,203,081	6%	see below	N/A	Various
	<b>Total</b>	<b>\$37,606,485</b>	<b>\$39,732,862</b>	<b>100%</b>			

Investment Revenue

Investment Revenue

College Fund	Mar-24	Fiscal YTD
Education	\$54,155	\$613,991
Operations & Maintenance	28,305	314,289
Operations & Maintenance (Restricted)	8,628	95,800
Operations & Maintenance (Restricted CDB Projects)	37,811	349,860
Working Cash	15,941	177,007
Liability, Protection and Settlement	11,340	125,919
<b>Total</b>	<b>\$156,180</b>	<b>\$1,676,866</b>

Illinois Fund Rates - March 31, 2024

Annualized rate - Money Market

Low	5.381%
High	5.427%
Average	5.403%

PFM Investment Rates - March 31, 2024

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	5.720%	4.120%	-	-
At Market	5.460%	4.720%	-	-

\*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 \$2,286,243.12. Please note that the expenses are not segregated into the respective funds.

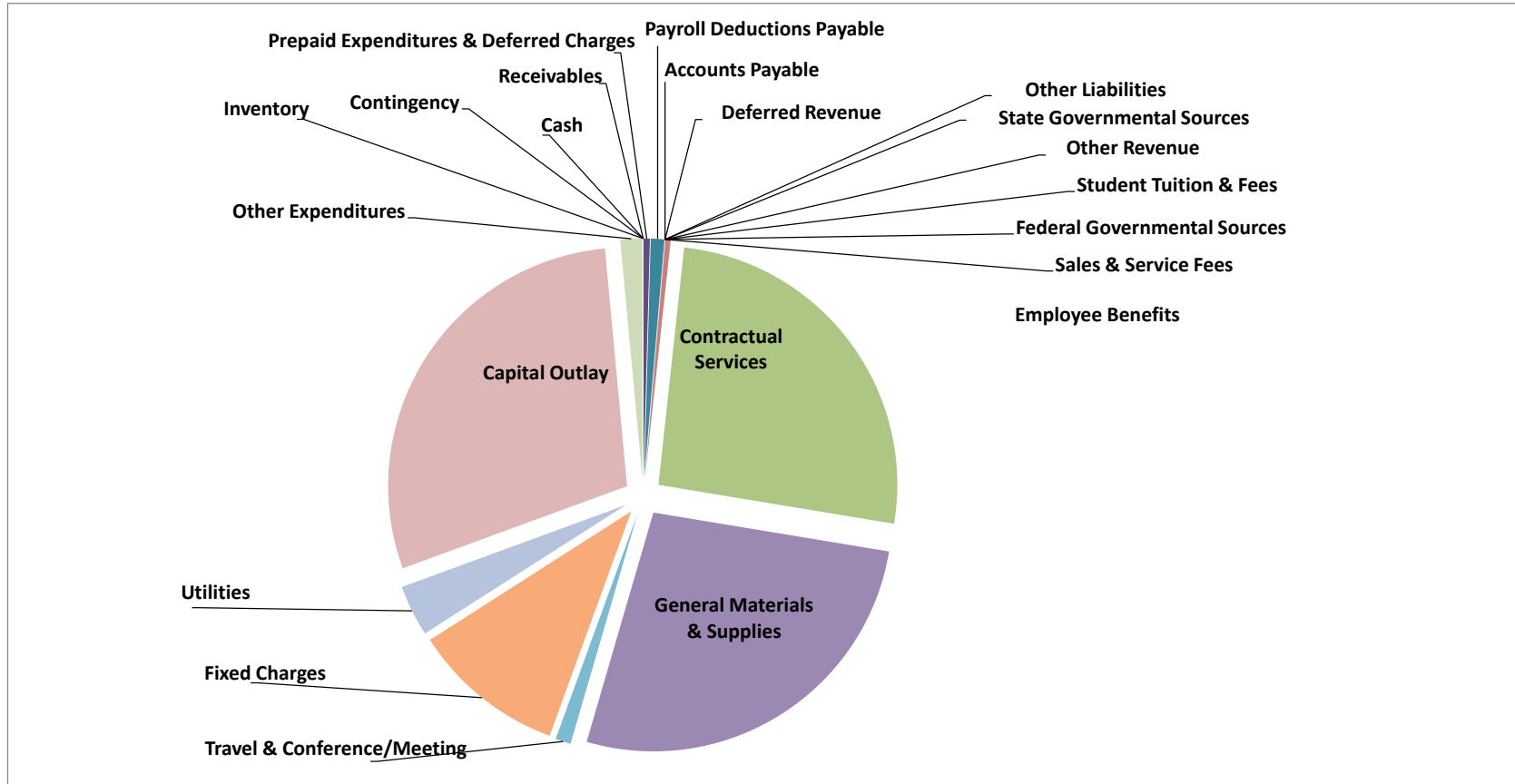
Recommendation

It is recommended that the Board of Trustees ratifies payment of the accounts payable check register, for the period of March 1 – March 31, 2024 totaling \$2,286,243.12.



Clinton E. Gabbard  
President

## Distribution of Monthly Check Register Payments 3/1/24 through 3/31/24



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	8,166.15	0.36%
Prepaid Expenditures & Deferred Charges	9,873.89	0.43%	Contractual Services	591,874.05	25.89%
Payroll Deductions Payable	20,923.14	0.92%	General Materials & Supplies	615,064.02	26.90%
Accounts Payable	0.00	0.00%	Travel & Conference/Meeting	23,827.57	1.04%
Deferred Revenue	0.00	0.00%	Fixed Charges	237,697.78	10.40%
Other Liabilities	0.00	0.00%	Utilities	79,173.61	3.46%
State Governmental Sources	0.00	0.00%	Capital Outlay	665,530.46	29.11%
Federal Governmental Sources	295.97	0.01%	Other Expenditures	33,816.48	1.48%
Student Tuition & Fees	0.00	0.00%	Contingency	0.00	0.00%
			<b>Total All Categories</b>	<b>2,286,243.12</b>	<b>100.00%</b>



**Six Month  
Select Vendor History Report**

SubClass	Cat	CatDesc	PayeeID	Payee	Total Voucher	Six (6) Calendar Months					
						FY24: (10-Oct)	FY24: (11-Nov)	FY24: (12-Dec)	FY24: (1-Jan)	FY24: (2-Feb)	FY24: (3-Mar)
Engineering	53	Contractual Services	0420293	LionHeart Engineeri	\$697.00					697.00	
<b>Engineering Total</b>					\$ 697.00	-	-	-	-	697.00	-
Food Vendor	54	General Materials & Supplies	0395138	TURANO BAKING CO.	\$3,404.68	785.12	682.32	346.90	247.76	843.03	499.55
Food Vendor	54	General Materials & Supplies	0396456	RIVERSIDE BAKE SHOP	\$3,541.60	585.60	867.20	1,032.32	49.60	396.80	610.08
Food Vendor	54	General Materials & Supplies	0396759	3 CHEFS CATERING SE	\$1,518.20	1,338.20			180.00		
Food Vendor	54	General Materials & Supplies	0414865	Quality Catering fo	\$5,938.50	1,342.70	1,108.60	792.80	631.60	861.20	1,201.60
<b>Food Vendor Total</b>					\$ 14,402.98	4,051.62	2,658.12	2,172.02	1,108.96	2,101.03	2,311.23
Landscaping	53	Contractual Services	0395554	INTERIOR TROPICAL G	\$1,500.00		500.00	250.00		250.00	500.00
Landscaping	59	Other Expenditures	0395554	INTERIOR TROPICAL G	\$525.00				525.00		
<b>Landscaping Total</b>					\$ 2,025.00	-	500.00	250.00	525.00	250.00	500.00
Legal	53	Contractual Services	0396460	ROBBINS SCHWARTZ	\$10,715.33			10,715.33			
<b>Legal Total</b>					\$ 10,715.33	-	-	10,715.33	-	-	-
Temporary Staffing	53	Contractual Services	0396989	WORKING WORLD INC	\$96,245.83	19,976.12	20,846.45	6,916.78	11,348.45	25,533.11	11,624.92
<b>Temporary Staffing Total</b>					\$ 96,245.83	19,976.12	20,846.45	6,916.78	11,348.45	25,533.11	11,624.92
<b>Grand Total</b>					\$ 124,086.14	\$ 24,027.74	\$ 24,004.57	\$ 20,054.13	\$ 12,982.41	\$ 28,581.14	\$ 14,436.15

## Destruction of Closed Session Recordings

### Information

Public Act 93-523 amended the Open Meetings Act to require public bodies in Illinois to keep “verbatim records” of their closed (executive) sessions. The verbatim record needs to be in the form of an audio or video recording. The law provides for the following regarding destruction of the recording:

- At least 18 months must have passed since the date of the meeting
- The public body approves the destruction of the particular recording
- The public body approves properly detailed minutes of the closed session

The recordings identified below will be physically destroyed; paper copies of the Closed Session minutes will be retained.

- Committee of the Whole Meeting, October 19, 2021
- Regular Board Meeting, October 28, 2021
- Committee of the Whole Meeting, November 9, 2021
- Regular Board Meeting, November 18, 2021
- Regular Board Meeting, January 27, 2022
- Committee of the Whole Meeting, February 15, 2022
- Regular Board Meeting, February 24, 2022
- Committee of the Whole Meeting, May 17, 2022
- Committee of the Whole Meeting, June 21, 2022
- Regular Board Meeting, September 22, 2022
- Regular Board Meeting, October 27, 2022

### Recommendation

It is recommended that the Board of Trustees approves the destruction of the recordings of the following Closed Session meetings: Committee of the Whole Meeting, October 19, 2021; Regular Board Meeting, October 28, 2021; Committee of the Whole Meeting, November 9, 2021; Regular Board Meeting, November 18, 2021; Regular Board Meeting, January 27, 2022; Committee of the Whole Meeting, February 15, 2022; Regular Board Meeting, February 24, 2022; Committee of the Whole Meeting, May 17, 2022; Committee of the Meeting, June 21, 2022; Regular Board Meeting, September 22, 2022, Regular Board Meeting, October 27, 2022.



Clinton E. Gabbard  
President

Request to Purchase  
Foglia CATI Trak Machine Lathes and Mills

Information

When the Foglia Center for Advanced Technology and Innovation (CATI) opens for Fall 2024 classes, MCC will move its Precision Machining Program into the new space. As part of this move, the College is requesting to purchase additional lathes and mills from Trak Machine Tools for use in the new Foglia CATI Precision Machining Lab. Students will learn to operate the manual lathes and mills to machine parts that will be used as they complete their lab projects.

The Trak lathes and mills are used to make precise and efficient machining of metal parts that are used in many different applications. The lathes and mills from Trak Machine Tools will provide additional tools for the lab and improve the student to equipment ratio in the manual machining courses. The cost for the Trak lathes and mills equipment is amended to \$164,900.00 with the original amount of \$140,308.00 being covered by the Advance McHenry County Grant. The equipment is provided by Trak Machine Tools of Rancho Dominguez, California.

This purchase is from a sole source technology supplier, and therefore exempt from bidding requirements as stated in the Illinois Public Community College Act Chapter 105 ILCS 5/10-20.21, exemption (xiii) which reads, *"contracts for goods or services which are economically procurable from only one source, such as for the purchase of magazines, books, periodicals, pamphlets and reports, and for utility services such as water, light, heat, telephone or telegraph"*; and exemption (vii) which reads, *"purchases 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 equipment expense will be funded by the Advanced McHenry County grant (\$140,308.00) and the MCC Foglia CATI Budget in Fund 3 (\$24,592.00).

Recommendation

It is recommended that the Board of Trustees approves the purchase of the lathes and mills from Trak Machine Tools of Rancho Dominguez, CA for the revised amount of \$164,900.00.



Clinton E. Gabbard  
President

Request to Purchase  
InfoSight Managed Security Services

Information

A cybersecurity breach is the primary risk faced by the College's information systems. To ensure there are resources in place overnight and on the weekends that would help prevent a breach, services are needed 24 hours a day that can both detect attacks and prompt immediate solutions to contain any security issues.

InfoSight was chosen last year based on its continuous capabilities to monitor and mitigate the MCC firewall environment and virus protection environment, and has been successful to date. An additional one-year contract cost for year 2 of 3 for InfoSight's 24x7 Managed Security Services is \$66,240.00. It is of note that there is no cost increase from last year to this year.

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 IT Infrastructure and Security account in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the purchase of Managed Security Services from Infosight Inc. of Miami Lakes, FL, at a cost of \$66,240.00.



Clinton E. Gabbard  
President



Request to Purchase  
Foglia CATI Downdraft Grinding Tables

Information

When the Foglia Center for Advanced Technology and Innovation (CATI) opens for Fall 2024 classes, MCC will move its Welding and Fabrication program from the current lab in Woodstock into the new space. The College is requesting to purchase three downdraft grinding tables for use in the lab space. Students will learn to prepare metal for their welding and fabrication projects used as they complete their lab projects. The additional equipment will capture the grinding dust generated and provide a safer work environment for the students.

The equipment went to public bid and the following vendors submitted quotes:

Vendor	Equipment Description	Total Bid Amount
WSI Machinery	Denray 2872G Grinding Table	\$30,323.65
DualDraw	BG3572IN-SC Internal Self Cleaning Downdraft Table	\$69,327.25
Technology International, Inc.	Superior Air Product Model #SD46	\$35,100.00
Weldstar	Denray 2872G Grinding Table	\$28,919.42

This expense is budgeted through the Perkins Grant.

Recommendation

It is recommended that the Board of Trustees approves the purchase of the three Denray 2872G Grinding Tables from Weldstar of Aurora, IL at a cost of \$28,919.42.



Clinton E. Gabbard  
President

Request to Purchase  
Foglia CATI Fabrication Tables

Information

MCC will offer Welding and Fabrication and Heating, Ventilation, and Air Conditioning (HVAC) programs in the Foglia Center for Advanced Technology and Innovation (CATI) when it opens in August 2024. The College is seeking to purchase fabrication tables for use in the Foglia CATI Welding and Fabrication and HVAC labs. Students will learn to work with fabrication equipment and HVAC sheet metal in these programs. The tools and equipment that will be in these labs will provide hands-on experience in the equipment operation, design, and production of HVAC duct work and other fabrication projects developed in the Welding and Fabrication program.

The equipment included in this order are fabrication tables listed in the CATI lab drawings and equipment plans. The cost for the fabrication tables is \$43,561.31 and is provided by Airgas USA, LLC in Crystal Lake, IL.

The equipment will be funded from the Fund 3 MCC Foglia CATI equipment budget.

This purchase is exempt from bidding requirements as stated in the Illinois Public Community College Act for purchases made under State negotiated contracts and associated purchasing consortiums. Note: This is not all the tools and equipment needed for this lab and it is anticipated that additional purchases for the HVC and other labs in the Foglia CATI may be made from Airgas USA, LLC following the MCC purchasing guidelines.

Recommendation

It is recommended that the Board of Trustees approves the purchase of fabrication tables from Airgas USA, LLC. of Crystal Lake, IL at a cost of \$43,561.31.



Clinton E. Gabbard  
President

Request to Purchase  
Foglia CATI HVAC Equipment

Information

MCC will launch the new Heating, Ventilation, and Air Conditioning (HVAC) program in the Foglia Center for Advanced Technology and Innovation (CATI) when it opens for classes in Fall 2024. The College is seeking to purchase HVAC equipment for use in the Foglia CATI HVAC Lab. Students will learn to work with residential and commercial HVAC equipment in this program. The tools and equipment that will be in this lab will provide hands-on experience in the operation, troubleshooting, diagnosis and repair of residential and commercial HVAC equipment.

The equipment included in this order include natural gas furnaces/air conditioning combination units, electric furnaces, rooftop heating and air conditioning units, boilers, and garage heaters listed in the CATI lab drawings and equipment plans. The cost for the HVAC equipment is \$70,746.00 plus freight and is provided by Carrier Temperature Equipment Corp. of Lansing, IL.

The equipment will be funded from the Advanced McHenry County grant (\$65,809.00) and the MCC Foglia CATI budget (\$4,937.00).

This purchase is exempt from bidding requirements as stated in the Illinois Public Community College Act for purchases made under State negotiated contracts and associated purchasing consortiums.

Note: This is not all the tools and equipment needed for this lab and it is anticipated that additional purchases for the HVC and other labs in the Foglia CATI may be made from Carrier Temperature Equipment Corp. following the MCC purchasing guidelines.

Recommendation

It is recommended that the Board of Trustees approves the purchase of HVAC equipment from Carrier Temperature Equipment Corp. of Lansing, IL at a cost of \$70,746.00 plus freight.



Clinton E. Gabbard  
President

Request to Lease  
Apple Computers

To support outfitting computer classrooms in MCC's Crystal Lake main campus and the University Center at MCC, along with supplying computers to staff, the College must lease 90 Apple computers (50 desktops and 40 laptops). These computers will be obtained with sufficient hardware configurations to provide serviceable use for at least four years.

Term: 4 years, starts upon receipt of computers

Yearly cost: \$45,468.19

4-year cost: \$181,872.76

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

This expense is budgeted in the IT Technology Services Fund 3 and the IT Technology Services Fund 1.

Recommendation

It is recommended that the Board of Trustees approves the four-year lease of Apple computers from Apple Financial Services of Austin, TX (via Wells Fargo Leasing, Des Moines, IA) at a cost of \$181,872.76.



Clinton E. Gabbard  
President

Request to Renew  
Adobe Site License Agreement

Information

Adobe Systems, Inc. software is one of the most heavily used programs at McHenry County College. Use of Adobe products spans all Crystal Lake main campus and Shah Center (McHenry) groups, including students, faculty, and staff. Adobe is especially integral to students in Fine Arts and Digital Media classes. Since 2010, the College has used successive Adobe three-year Site License Agreements to license the various Adobe software products to keep costs as low as possible.

This license includes access to Adobe Acrobat Pro, Adobe Express for Students, and Adobe Creative Cloud Enterprise (e.g., Photoshop, Illustrator, Premier Pro, etc.) for use by students, faculty, and staff.

Term: 3 years, July 1, 2024 - June 30, 2027

Annual cost: \$78,616.68

3-year cost: \$235,850.04

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 IT Technology Support Services account in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the renewal of a three-year Adobe Site License Agreement from CDW-G of Vernon Hills, Illinois, for \$235,850.04.



Clinton E. Gabbard  
President

Request to Renew  
Contract for Main Campus Internet Connection

Information

The College's main campus uses a 1Gbps Internet connection through the Illinois Central Network (ICN). The ICN is the state of Illinois' provider of network services through the Illinois Broadband Opportunity Partnership (IBOP), a state-provided high-speed fiber optic network. The current 36-month ICN contract will expire at the end of June 2024. The new contract will include a bandwidth upgrade (to 10Gbps) at \$3,000 per month.

Term: 3 years, July 1, 2024 - June 30, 2027

Monthly cost: \$3,000

3-year cost: \$36,000

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 2025 IT Infrastructure Operations account in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the signing of a three-year contract for main campus Internet connection with the Illinois Central Network of Springfield, IL, at a monthly cost of \$3,000, for a period of 36-months from July 2024 through June 2027.



Clinton E. Gabbard  
President

Request to Renew  
Modern Campus Lumens

Information

The College has been using Augusoft Lumens, a cloud-based enrollment system, for the noncredit student registration process since 2020. Since its implementation, both customer satisfaction and productivity have grown. Recently, registrations for Traffic Safety School have been moved to Lumens, providing for a more streamlined process for students.

The renewal costs for Modern Campus Lumens will be \$73,972.50 for the annual timeframe of July 1, 2024, to June 30, 2025. This fee covers both the student enrollment system as well as the contract training (for employer management and invoicing) features.

<b>Augusoft Components</b>	<b>Amount</b>
Lumens Contract Training - Premium Module Subscription Fee	\$ 13,261.52
Lumens Integrated Professional (iPRO) Annual Subscription Fee	\$ 60,710.98
<b>TOTAL</b>	<b>\$ 73,972.50</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 2024 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 subscription covering the timeframe of July 1, 2024 through June 30, 2025 from Modern Campus USA, Inc. of Camarillo, CA at a cost of \$73,972.50.



Clinton E. Gabbard  
President



Request to Approve  
Landscape Maintenance Services Contract

The College identified the need to perform a public bid for landscaping services on its Crystal Lake main campus. All Pro Landscaping and BrightView Landscape have been the contracted companies for the last three years, and their contracts have been extended to the limit.

On March 11, 2024 a Notice of Request for Proposal (RFP) was published in a newspaper of general circulation in the College district. Bid specifications were issued, seeking to combine both the sports fields maintenance and the campus grounds into one contract. On April 4, 2024, the three bid submittals were opened. The results of those bids are listed below:

<b>Bidder/Company Name</b>	<b>Bid Proposal Total Per Year Campus Grounds and Sports Fields</b>
BrightView Landscape	\$106,645.00
Langton Group	\$118,978.00
Diaz Group LLC	\$249,388.00

This contract would be for three years running from July 1, 2024 through June 30, 2027, with the College having the option to extend the contract for an additional two years (July 1, 2027–June 30, 2029).

This expense is budgeted in the Roads and Grounds Contract Maintenance Services Account in Fund 2.

Recommendation

It is recommended that the Board of Trustees approves the three-year landscape maintenance services contract from BrightView Landscape of Naperville IL for an annual cost of \$106,645.00.



Clinton E. Gabbard  
President

Request to Approve  
ANSUL System Inspection and Hydro Testing

The fire suppression system used by the Kitchen and Culinary Lab Space is an ANSUL Kitchen System. An ANSUL System is a pre-engineered, automatic fire suppression system that can tackle large, hazardous fires without human intervention. The ANSUL System used in the Kitchen and Culinary Lab Space is due for the required 12-year inspection and hydrostatic testing. This inspection is required through the Illinois Fire Code.

The College requests approval for payment to Cintas Fire Protection to perform the inspection and hydrostatic testing of the ANSUL system.

There was a invitation for bid circulated on April 4, 2024 to complete the 12-year inspection and testing of the ANSUL system on campus. Two vendors responded to the invitation. On April 18, 2024 the College held a public bid opening with the following results:

Bidder Name	Bid Proposal Total
Cintas Fire Protection	\$40,285.75
Fox Valley Fire & Safety	\$46,150.00

This expense  
in the  
Account in Operations and Maintenance Fund 2.

is budgeted  
Contractual

Recommendation

It is recommended that the Board of Trustees approves the ANSUL System Inspection and Hydrostatic Testing bid from Cintas Fire Protection of Lombard, Illinois for \$40,285.75.



Clinton E. Gabbard  
President

Request to Purchase  
Television and Streaming Advertising for University Center at MCC

Information

An effective outreach, awareness, and promotional campaign for the University Center at MCC plays a critical role in student recruitment efforts. In addition to a variety of marketing efforts already in place for the University Center at MCC – including social media, print and digital advertising, email and texting, publicity, calling campaigns, blitzes) – advertising via broadcast television and streaming platforms is needed as another influential channel to reach prospective students.

The College’s Institutional Advancement and Development team has been working with leading TV, streaming, and video service company, Effectv (a Comcast company) to reach prospective University Center students and their families in and around McHenry County via airing a strategic, focused commercial. This 30-second commercial was produced with support and endorsement from University Center partners and the City of Woodstock, and will be aired from April through the end of June.

These services 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”* and exemption (l) which reads, *“contracts for goods or services which are economically procurable from only one source, such as for the purchase of magazines, books, periodicals, pamphlets and reports, and for utility services such as water, light, heat, telephone or telegraph.”*

This expense is budgeted in the Institutional Advancement and Office of Marketing and Public Relations accounts in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the purchase of television and streaming commercial advertising for the University Center at MCC from Effectv of Boston, MA, at the cost of \$25,000.00 for FY 2024.



Clinton E. Gabbard  
President

Appointment of Replacement Administrator  
Director of Access and Disability Services

Information

The departure of Chelsey Wintersteen created a vacancy for the full-time position of Director of Access and Disability Services. Naina Richards has been recommended to fill this position beginning May 13, 2024. Ms. Richards obtained her Doctor of Education from Northern Illinois University in 2023, a Master of Education from University of Illinois at Chicago in 2011, and a Bachelor of Arts from University of Illinois at Urbana-Champaign in 2006. Her experience is as follows:

June 2017 – December 2024	Testing Coordinator/Access Consultant – Disability Resource Center DeKalb, IL
April 2015 – September 2018	Learning Specialist – College of Pharmacy Chicago, IL
June 2009 – April 2015	Student Advisor Schaumburg, IL

59 applications were received, 47 met the position minimum requirements, and the search committee interviewed 8 candidates.

Below is a summary of the Director of Access and Disability Services position:

Pay Grade	Minimum Salary	Midpoint Salary	Maximum Salary	Benefit Value	Salary of Replaced Employee	Salary Offer
A3	\$76,017.32	\$104,524.94	\$133,032.56	\$26,435.64	76,236.56	\$88,000.00

**Classification:** Administrator | Full-Time, Pay Grade A3, Exempt

**Position Summary:** The Director of Access and Disability Services works collaboratively across all levels of the institution to coordinate services and ensure that students with disabilities, English Language Learners, and other students who experience barriers in college programs, services, and facilities have equal access through the provision of accommodations and universal design techniques. Using a comprehensive, student-centered approach, the Director provides leadership and vision for the Office of Access and Disability Services through the development of programs and procedures that provide timely and effective support and advocacy for students with disabilities. The Director is responsible for interpreting and applying the provisions of the Americans with Disabilities Act (ADA) and coordinating institutional compliance with federal and state laws requiring equal access to education for individuals with disabilities

**Qualifications:**

- Bachelor’s Degree from a regionally accredited institution in Special Education, Counseling, Education, or related field

- Five years' experience working with special populations in higher education or other related experience in education or social services
- Demonstrated commitment and experience in working with students with disabilities at the post-secondary level
- Two years of leadership experience either in directly managing employees or project management

**Desired Qualifications:**

- Master's Degree from a regionally accredited institution in Rehabilitation Counseling, Education, Counseling, or related discipline
- One year working with disabilities assessments, program coordination, vocational rehabilitation, diagnostic testing or other related work with individuals with disabilities
- Community college experience

Recommendation

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



Clinton E. Gabbard  
President

Appointment of Replacement Administrator  
Executive Director of Adult Education

Information

The departure of Delia Rodriguez created a vacancy for the full-time position of Executive Director of Adult Education. Dr. Jared List has been recommended to fill this position beginning June 1, 2024. Dr. List obtained his Doctorate in Latin American Literatures and Cultures with a minor in Critical Theory from Ohio State University, a Master of Arts from Ohio State University, and a Bachelor of Arts from Augustana College. His experience is as follows:

Aug 2013 – Present	Assistant and Associate Professor of Spanish – Doane University Crete, NE
Aug 2012– May 2013	Visiting Instructor of Sociology – Denison University Granville, OH
Aug 2007 – July 2013	Graduate Teaching Associate – Ohio State University Columbus, OH
June 2008 – April 2010	Graduate Teaching Fellow Columbus, OH

42 applications were received, 22 met the position minimum requirements, and the search committee interviewed 8 candidates.

Below is a summary of the Executive Director of Adult Education position:

Pay Grade	Minimum Salary	Midpoint Salary	Maximum Salary	Benefit Value	Salary of Replaced Employee	Salary Offer
A4	\$85,522.11	\$114,027.47	\$142,532.84	\$26,435.64	91,060.33	\$102,000.00

**Classification:** Administrator | Full-Time, Pay Grade A4, Exempt

**Position Summary:** Provide leadership, management, and direction to the Adult Education department. The Adult Education department provides educational program and student services for adult students who need to learn English or improve their basic literacy skills, obtain a High School Equivalency (HSE/GED) certificate, prepare for the Citizenship exam, or transition to college and career pathways. The Executive Director of Adult Education plays a vital role in the areas of academic policy, student admissions, curriculum research and instruction, faculty recruitment and development, student retention, grant management, and budget development. The Adult Education program is consistent with the overall mission, values, and strategic plan of the College.

**Qualifications:**

- Master's Degree from a regionally accredited institution in Adult Education, Education, or related field. A bachelor's degree with at least one year experience in coordinating adult education or similar programs can be substituted.
- Two years of management experience in Adult Education or similar program, to include experience in supervision of staff, grant management at the state and/or federal level, or project management.

**Desired Qualifications:**

- Doctorate from a regionally accredited college or university
- Community College experience

Recommendation

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



Clinton E. Gabbard  
President



**RESOLUTION REGARDING McHENRY COUNTY COLLEGE  
DIVERSITY, EQUITY, BELONGING, AND INCLUSION DEFINITIONS**

**WHEREAS**, McHenry County College is committed to its mission, *“Our Focus is Learning. Student Success is Our Goal.”*; and

**WHEREAS**, this mission is supported by McHenry County College’s strategic plan, which provides institutional goals and strategies that ensure higher education is accessible to all in the community who seek it; and

**WHEREAS**, the value of DIVERSITY is among the McHenry County College’s values identified in its Strategic Plan, approved by the Board of Trustees;

**WHEREAS**, the value of DIVERSITY is defined by McHenry County College as follows: *We strive to be thoughtful, appreciative, and continuously open in learning to respect and celebrate diverse ideas, cultures, ethnicities, and life contexts*; and

**WHEREAS**, institutionally approved definitions for Diversity, Equity, Belonging, and Inclusion (DEBI) will be connected to and provide more clarity about the existing value of DIVERSITY;

**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 definition of DIVERSITY is *Embodying all of our varied identities, including race, ethnicity, sexual orientation, gender and gender expression, age, religion, national origin, disability, body size, socioeconomic status, language, culture, perspective, and communication styles, collectively and as individuals.*

**Section 2:** The definition of EQUITY is *Enhancing opportunities and accessibility to educational resources and information and promoting fair treatment for all.*

**Section 3:** The definition of BELONGING is *Creating a sense of feeling welcomed, validated, and accepted in all spaces and aspects of one’s human experience.*

**Section 4:** The definition of INCLUSION is *Valuing all individuals and fostering a culture of respect and dignity that honors the individual's voice and their contributions to the College.*

**Section 5:** These definitions will continue to be developed, and will be shared publicly in support of McHenry County College's mission and its value of DIVERSITY.

**Section 6:** This resolution shall be in full force and effect forthwith upon its passage.

**ADOPTED** this 25<sup>th</sup> day of April, 2024.

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

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

ATTEST:

\_\_\_\_\_  
Secretary

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
CON	4/1/2024	Ariel Levitt	Tutor – Biology	N
STA	4/3/2024	Cory Vlahos	Coordinator of Career Services	T
STA	4/8/2024	Ava Moderhack	Dual Credit Advising & Outreach Specialist	T
CON	4/10/2024	Jennifer Krcik	Tutor – Biology	N
CON	4/10/2024	Perlina Fortinberry	Tutor – Biology	N
CON	4/10/2024	Connie Happ	Tutor – Nursing Assistant Education	A
STA	4/22/2024	Kaitlyn Kandray	Dual Credit Advising and Transition Specialist	N
ADM	5/13/2024	Naina Richards	Director of Access and Disability Services	R
ADM	06/10/2024	Jared List	Executive Director of Adult Education	R

**Through April 12, 2024**

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

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

Employee Resignations and Retirement Notifications

Information

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

<b>Classification</b>	<b>End Date</b>	<b>Employee Name</b>	<b>Primary Position</b>
STA	4/19/2024	Alexa Rogalla	Research & Compliance Associate
STA	4/19/2024	Amanda Baudin	Learning and Retention Specialist

***Through April 12, 2024***

## Friends of MCC Foundation Update

### **Fall 2024 Scholarship Update**

Scholarship applications for the Fall 2024 semester closed on April 3 with a record number of 607 submitted applications. All applications are currently being reviewed with the help of 100 MCC volunteers that include employees, trustees, and Foundation board and committee members. MCC students will be notified of scholarship awards in June. The MCC High Impact Scholarships are also being reviewed and scored by volunteers. These scholarships include the Presidential Talent Scholarship, the Board of Trustees Scholarship, and the Founding Faculty Scholarship. Announcement of High Impact Scholarship awards is expected by the end of April.

### **New Scholarships**

**The Richmond Spring Grove Area Rotary Club Career Training Scholarship** was established to provide scholarships to Spring Grove area students pursuing certificates in noncredit classes. The Rotary Club provided \$1,000 to fund these scholarships for the current year. The Foundation now has four local Rotary clubs providing noncredit scholarships to MCC students.

### **Program Support**

The Friends of MCC Foundation recently supported the purchase of a new bass clarinet for the MCC Music Department. Funds were provided by the Grace C. Hajeck Music Program Fund. The family of Grace Hajeck donated \$10,000 to the Foundation upon her death in 2016. Many years before, Ms. Hajeck, a lifelong musician and educator, also donated a pipe organ and its installation. MCC is one of very few community colleges to own a pipe organ. This story was featured on the front page of the April 16, 2024 Northwest Herald.

### **Friends of MCC Foundation Golf Invitational**

The Friends of MCC Foundation Golf Invitational will be held on Monday, June 10, 2024 at Bull Valley Golf Club. The Invitational includes 18 holes with cart along with all-inclusive food and drink. There will also be a silent auction, mystery boxes, and a new Champion's Trophy presentation. Registration and sponsor information is available at [www.mchenry.edu/supportmcc/golf](http://www.mchenry.edu/supportmcc/golf). The Response to this event continues to be strong with 76 golfers already registered. Sponsors for the Golf Invitational include: Foglia Family Foundation, Coilcraft, Demonica Kemper Architects, Robbins Schwartz, Old National Bank, Aptar Group, Crystal Lake Bank & Trust, HR Green, Miller Verchota CPAs, MLCV Investments, LeCoque Family Foundation, Scot Forge, Associated Electrical Contractors, Chris Merrell, FirstMid Bank, Home State Bank, Snap-on, and The Harvard State Bank.

The Foundation is always looking for unique donations for the silent auction. Items could include travel packages or destinations, personal services, tickets (concert or sporting event), beer or spirits, or VIP connections. If you have access to any of these items and would like to contribute to this fun event, please contact Brian DiBona at [bdibona@mchenry.edu](mailto:bdibona@mchenry.edu) or (815) 790-8273.

### **Save the Date – MCC Community Block Party**

The second annual MCC Community Block Party will take place on Sunday, July 28, 2024 at Sew Hop'd Brewery in Huntley. Save the date now for this community event, which will feature MCC Alumni and raise awareness and funds for the Friends of MCC Foundation. The event will feature live music, food trucks, family activities, and more. Additional information will be released soon. If you are interested in being a sponsor for this fun-filled event, please contact the Foundation office at (815) 455-8721.

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
Reaching Across Illinois Library System (RAILS) <i>My Library Is...</i>	<i>My Library Is...</i> provides funding for libraries to tell their story to the community, demonstrating their value and connection to those they serve, with a strong focus on diversity, equity, and inclusion. MCC’s application will strengthen the archives and make them more accessible to the community.	\$4,978	Ashley Fleming, Executive Director of Library and Learning Resources
ICCB Noncredit Workforce Training Initiative	The goals of this initiative are to expand noncredit offerings, offer business solutions to employers, and increase the affordability of noncredit training for students.	\$100,000	Catherine Jones, Associate Vice President of Workforce Development

**PENDING APPLICATIONS**

Funding Source	Brief Description	Amount Requested	Status	Expected Notification
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	May
Community College Collaborations with Early Adopters of College and Career Pathway Endorsements Currency Project	This project, supported by the Education Systems Center at Northern Illinois University, offers funding for secondary and postsecondary collaborations so students who earn a college and career pathway endorsement (CCPE) in high school also receive “currency” at the postsecondary level, such as targeted financial support or another incentive.	\$20,000	Pending	May
U.S. Department of Labor Strengthening	MCC is participating in a consortium application of northern Illinois community colleges coordinated by the ICCB and focusing on	MCC’s share is estimated	Pending	May

Funding Source	Brief Description	Amount Requested	Status	Expected Notification
Community Colleges Training Grant	advanced manufacturing. This grant is designed to build capacity at community colleges to meet the skill development needs of employers and equitably support students in obtaining good jobs in in-demand industries.	at about \$1.1 million over four years		
ICCB Taking Back the Trades	This grant is designed to provide access and strengthen pathways to careers in the trades for young adults aged 16-24. This is the second round of funding; MCC will expand its previous project supporting career exploration and work-based learning opportunities for Architecture/Construction students to include those in Healthcare and Manufacturing as well.	\$173,050	Pending	June
Adult Volunteer Literacy – Illinois Secretary of State	The Adult Volunteer Literacy program provides high-quality literacy services to students throughout the county. Trained volunteer tutors assist approximately 200 students each year with English, reading, or math skills, positively impacting their quality of life and ability to find gainful employment.	\$80,312	Pending	July
Motorola Solutions Foundation	MCC was invited to submit a full application for a fourth year of funding to provide scholarships for marginalized students in MCC's Criminal Justice, Fire Science, and Emergency Medical Services programs. A final funding decision is expected in August.	\$35,000	Pending	August
Illinois Department of Agriculture Resilient Food Systems Infrastructure Program	This initiative offers funding for the middle of the food supply chain – aggregation, processing, storing, and other activities to support the distribution of local and regional food products. MCC submitted an application to establish a shared kitchen and storage space for small farmers in the area.	\$593,975	Pending	September
Illinois State Library Open Educational Resources	Funding will support the development and/or revision of Open Educational Resources (OER), including texts and ancillary course materials, to reduce student costs while increasing academic success. This project will be led by the library and faculty and supported by the expertise of others across the College.	\$117,323	Pending	September

Funding Source	Brief Description	Amount Requested	Status	Expected Notification
U.S. Department of Education Title III/V eligibility	Eligibility for Title III/V is required for certain grant applications through the Department of Education, mainly for grants with a focus on serving marginalized students. Because MCC is not automatically eligible (based on our percentage of Pell recipients), a waiver application is necessary. If granted, it also qualifies MCC for a waiver of the required matching funds for the Student Support Services grant (application planned in 2024).	N/A	Pending	September
Congressionally Directed Spending – Senator Duckworth	Congressionally Directed Spending allows elected representatives to support projects to benefit their constituents. MCC requested funding for the required training equipment for new healthcare programs in Respiratory Therapy and Radiologic Imaging.	\$1,495,000	Pending	October
Congressionally Directed Spending – Senator Durbin	Congressionally Directed Spending to support projects located within their district/state that will benefit their constituents. MCC requested funding to extend water/sewer lines with the goal of developing a public safety training facility in the future.	\$1,485,000	Pending	October

**APPLICATIONS IN DEVELOPMENT**

Funding Source	Brief Description	Estimated Request	Status	Application Due Date
Lumina Foundation Digital Mini-Grant	This funding, submitted via 90-second Instagram Reel, offers public, two-year colleges funding to advance digital outreach efforts by demonstrating what is excellent about their colleges, students, and community.	\$50,000	Under consideration	April 30
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.	TBD	Planned	May
IBHE Illinois Cooperative	The Illinois Cooperative Work Study program helps underwrite the	\$50,000	Planned	May



Funding Source	Brief Description	Estimated Request	Status	Application Due Date
Work Study Program	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.			
ICCB Adult Education and Family Literacy (AEFLA)	This grant provides operational support for MCC’s Adult Education program, including classes in Adult Basic Education, Adult Secondary Education, High School Equivalency, and English as a Second Language classes.	TBD – determined by ICCB formula	Planned	May 3
ICCB Integrated English Literacy and Civics Education (IELCE)	This grant provides operational support for Spanish language instruction and citizenship preparation classes and is designed to support successful entry into the United States workforce.	TBD – determined by ICCB formula	Planned	May
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 program development, tutoring, training equipment, and supplies.	TBD – determined by ICCB formula	Planned	May 17
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.	\$50,000	Planned	May 31
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.	\$25,000	Under consideration	June 3
ICCB Pipeline for the Advancement of the Healthcare Workforce (PATH)	This project is designed to support and expand healthcare training opportunities by helping marginalized individuals enroll in and successfully complete training, while also addressing the shortage of healthcare workers caused by the COVID-19 pandemic.	TBD – determined by ICCB formula	Planned	June
U.S. Department of Education Student Support Services	The Student Support Services program provides academic and other support to help increase the number of low-income college students, first-generation college students, and college students	TBD	In development	October/November 2024

Funding Source	Brief Description	Estimated Request	Status	Application Due Date
	with disabilities who successfully complete a postsecondary program of study.			

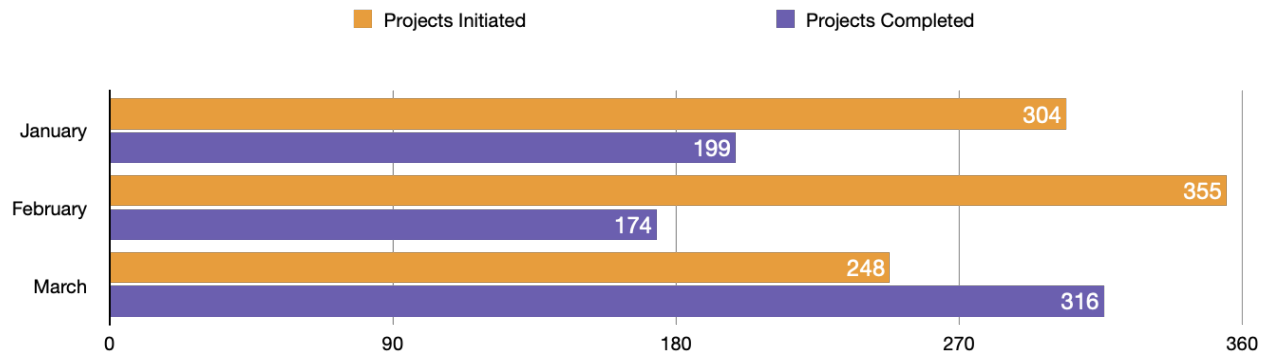
**APPLICATIONS DENIED:** None.

**Office of Marketing and Public Relations Update**

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

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

**Marketing Project Stats**



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

- Foglia Center for Advanced Technology and Innovation (CATI) and Programs of Study promotion, video, and recruitment efforts
- Liebman Institute for Science Innovation (LISI) branding, promotion, and special event support
- University Center at MCC branding, promotion, and recruitment support
- *Experts and Insights* Faculty Speaker Series promotion
- Registration promotion and support for Summer and Fall 2024
- Foundation Golf Invitational and Education to Empowerment event promotions and support

### **Monthly Releases and Features\***

The following releases and feature stories were submitted to local and regional media outlets from March 20, 2024—April 15, 2024.

- MCC Hosts More Than 800 8th Graders for Career Exploration Event
- McHenry County College Center for Agrarian Learning and Holzlager Brewing Team Up to Create "Agrarian Pale Ale"
- MCC's Children's Learning Center Receives ExceleRate Illinois Silver Circle of Quality Designation
- McHenry County College Offers Winetasting Event April 5
- McHenry County College to Host Black Box Theatre Play Competition
- Job and Internship Fair to be Held at McHenry County College April 17
- My Sister's Dress Sale Raises More Than \$11,000 for Education to Empowerment Scholarship Program
- Winds off the Lake Ensemble Performs April 14 as part of MCC's Concert Series
- Summer Registration Now Open at MCC
- Explore the Mysteries and Mechanics of Time April 26 at MCC
- CorCorps Horn Choir to Perform at MCC April 20
- Learn About the "Divorce That Changed the World" at MCC Speaker Series April 18
- MCC Music Department Purchases Bass Clarinet Through Grace C. Hajeck Program Fund
- MCC to Offer OnSite Archaeology Field School This Summer

*\*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).

## Center for Agrarian Learning (CAL) Update

**CAL Hires New Farm Manager**

New Farm Production Manager and Practicum Lead, Matt Mercado, began work on April 4. Matt oversees all aspects of food production on the MCC Student Farm, and he will teach the Introduction to Agriculture Practicum course (AGR 107) and Advanced Agriculture Internship (AGR 226). Matt comes to MCC from King Hill Farm in Wisconsin, a certified organic diversified vegetable operation, where he was Farm Manager for two years. Prior to that, he was Lead Garden Educator for The Organic Gardener, where he installed large school and residential gardens north of Chicago, launched their compost tea program, and educated diverse populations on growing methods. In 2016, he received his Bachelor of Arts in Agro-ecology and Food System Policy from Evergreen State College in Olympia, Washington.

**Private Donation for CAL Student Scholarships**

Former Marengo residents, Cindy and Steve DeBerg donated \$2,000 toward scholarships for MCC students attending CAL's noncredit programs. Previously, they were involved with Master Gardeners and conservation efforts in the county and were excited to hear about this program at MCC. They visited CAL and the College on April 17, toured the farm and greenhouses, and met with CAL and Friends of Foundation team members.

**Partnerships and Community Work**

**Raices Latinas: Agriculture in McHenry County** – On Sunday April 28, Raices Latinas will host a “scanning” event at the Woodstock Public Library, inviting the public to bring letters, photographs, newspaper articles, and other documents that highlight the Latino experience in agriculture, both past and present. Documents they bring will be scanned and archived at the McHenry County Historical Society. This multi-year initiative is funded by the Community Foundation of McHenry County's *Transformational Grant* and includes six partner organizations. More information at [www.raiceslatinasmc.org](http://www.raiceslatinasmc.org)

**Recent CAL Programs**

- Pruning: Tree Fruit and Brambles – March 16
  - ½ day workshop with 1.5 hour lecture followed by 1.5 hour hands-on pruning on the MCC Student Farm
  - 18 attendees


**Recent CAL Outreach and Event Participation**

- Green Drinks at Duke's Alehouse – April 3
  - Presented along with CATI, University Center, and Sustainability Center
  - 25 attendees – environmentally conscious monthly gathering, open to the public
- Wellness Fair at MCC – April 11
- Gardenfest – April 13
  - 140 attendees
  - Organized by McHenry County Master Gardeners
- Brown Bear Preschool Tour – April 16
- Cub Scout Troup Tour – April 16

**Save  
(Your)  
History**

1-5 P.M.  
SUNDAY,  
APRIL 28

WOODSTOCK  
PUBLIC  
LIBRARY



414 W. JUDD ST.  
WOODSTOCK, IL

[raiceslatinasmc.org](http://raiceslatinasmc.org)

Join Raices Latinas for a Community Scanning Day. Share your photos, documents and letters - in Spanish or English - so that we can digitize and preserve this valuable part of our past: the contributions of the Latino/Latine farmworkers to McHenry County's rich agricultural history.

*\* You keep the originals and a digital copy. A digital copy also becomes part of the county's historical archive.*

**QUESTIONS: [info@raiceslatinasmc.org](mailto:info@raiceslatinasmc.org)**

## Sustainability Center Update

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

MCC Sustainability Center Director, Kim Hankins was a judge for the Northeastern Illinois Envirothon held at the Dekalb County Farm Bureau on March 12 and the Morton Arboretum on March 14, 2024. Over 50 high school students participated in teams from their schools in this year's Envirothon. The competing student teams were required to create and present to judges on the topic of "Renewable Energy for a Sustainable Future".

The MCC Sustainability Committee met on March 21, 2024 to discuss and update the proposed Earth Month calendar items. Several committee members also helped finalize a sustainability survey, which will be sent to MCC faculty in April. Data collected will determine where and how sustainability concepts are already within the existing curriculum. The goal is to share this information with interested students during advising and registration timeframes.

The Sustainability Center hosted a table at Meet MCC in March. A variety of information was shared with prospective MCC students and their families.

The Environmental Club hosted a watch party on March 14, 2024 in CO/LAB B to view the Loyola University Climate Change Conference keynote speaker, author Amanda Little. Pizza was provided by the Sustainability Center. Club members and advisors traveled to the Loyola Lakeshore campus to attend a full day of sessions. Students also visited with Nancy Tuchman (pictured in the center of the photo to the right), Dean of the Loyola School of Environmental Sustainability.



The Sustainability Center partnered with the McHenry County Chapter of the National Organization for Women (NOW) to co-host *Women Empowering Women in McHenry County: A Social Mixer celebrating the Power of Our Collective Strength*. Over 75 women gathered, networked, and celebrated Women's History Month.

The 2024 Green Guide Recycling Directory is complete and currently in distribution to every municipality and library in McHenry County. Copies are also available by emailing [sustainability@mchenry.edu](mailto:sustainability@mchenry.edu) or visiting [www.mchenry.edu/recycling](http://www.mchenry.edu/recycling) to download a copy.

The ReUse It Corner repurposed approximately \$558.29 worth of gentlyused office and school supplies in March 2024. Thirty-four people found uses for over 171 items this month.

The MCRide/MCC partnership had 455 riders in March 2024.

## Workforce Development Update

April is National Internship Awareness Month, so this month's update focuses on the activities and services available to students, alumni, and community members through Career Services.

### **Welcome to Cory Vlahos**

Cory Vlahos began her role as Coordinator of Career Services on April 3, 2024. Cory was raised in Crystal Lake, IL and graduated from Prairie Ridge High School. She attended McHenry County College and worked part time at the College before transferring to Northern Illinois University where she earned a bachelor's degree in Corporate Communications and a minor in Business Administration. She went on to get her Master's in Business Administration and Public Administration.

Cory worked over 18 years with Chamberlain University serving in various roles including career services, advising, financial aid, and admissions. Most recently, she was the MCC Pipeline for the Advancement of Healthcare Workforce Coach. As the PATH Coach, Cory created processes to get grant funds to the students in need. Cory has a passion for higher education and career services and looks forward to working with employers and students in her new role.

### **Spring 2024 Job and Internship Fair**

Job seekers gathered at MCC on Wednesday, April 17 to meet over 80 employers seeking interns, temporary workers, part-time, and full-time employees. This semi-annual event is hosted in collaboration with McHenry County Workforce Network and local One-Stop Partners. Using technology provided by Handshake, job seekers could scan employer-specific QR codes to share their contact information directly with employers. Spanish, Polish, Russian, and Ukrainian language translation services were available onsite as needed. MCC Access and Disability Services supported job seekers who requested sign language interpretation, communication devices for the hard of hearing, or other accommodations.



To prepare for the fair, MCC students were encouraged to attend job search workshops or work with Career Services to fine-tune their resume and elevator pitch. Students in need of professional interview attire are eligible for a Purple Closet voucher. Sponsored by the MCC Business Club, partnerships have been established with numerous resale organizations so that students are able to put their best foot forward in interview settings or first days on a new job without any out-of-pocket expense.

### **Internship Success Story**

Because of the valuable connections between students eager to learn and local organizations looking to find new, skilled talent, Career Services partners with many businesses year after year to provide internship opportunities.

One such company is KBI Custom Case, Inc., a casework manufacturer based in Hebron, IL. KBI specializes in frameless cabinets, countertops, custom millwork, solid surface thermoforming, and more. “KBI has been involved with the internship program since September 2022 and found it to be very beneficial,” said Janice LeTourneau, President of KBI Custom Case. “We are committed to hiring a self-driven, intelligent, and diverse workforce. MCC has been a wonderful resource for finding individuals with these attributes.”

KBI has hired many of their interns full-time, including Jacob Howland, who studied construction management at MCC. Jacob initially reached out to Career Services because he was interested in finding



something that would help him begin his career in the construction industry. “What appealed to me about this position was the opportunity to get my feet wet and see what goes on in the construction and manufacturing industry,” he said. “There were a lot of concepts I could apply to this position from my studies, such as reading construction documents, using schedules, and understanding the bidding process.” Some of his internship tasks included assisting in the estimation process, organizing and prioritizing incoming bid opportunities, and performing quantity takeoffs. Jacob has since been hired by KBI as an estimator.

### **Micro-Internship**

MCC Career Services now partners with Parker Dewey to provide students with access to real-world, paid, professional project work that ranges from 10-40 hours and can be completed within a few days to a few weeks. The Parker Dewey program expands student opportunities beyond the local area by tapping into a national employer network.

First-generation student Rodney Katushabe was drawn to the flexibility of micro-internship because it allowed him to work on his own terms, at his own pace, while meeting employer deadlines. As he developed professional skills through the completion of an Accounts Payable Research project, Rodney was also introduced to potential career options which prompted him to reflect on his own career goals. “I wanted to learn something about accounting or something to do with business, and I did,” Rodney stated. “This helped me decide if it was a career path I wanted to take.” With his eye on a career in accounting and business, this was exactly the type of experience he had been looking for.

### **Outreach and Awareness Events**

Each year, Career Services presents or participates in 40-45 career-focused events. These events include career preparation workshops, classroom visits, student club presentations, and webinars. Cross-departmental collaborations include the Etiquette Lunch, Get LinkedIn, Undecided Student Workshops, BUS155 Mock Interviews, and the 12 annual pathways to Your Career events.



## ICCTA 2024 Scholarship Awards

### Information

Each year the Illinois Community College Trustee Association (ICCTA) recognizes leaders from across the state through their awards program. A brochure listing all awards is at [ICCTA 2024 Awards](#).

McHenry County College's Student Life presents three of these award opportunities for student participation:

- **Paul Simon Student Essay Contest** – \$500 scholarship to the student who best describes “How My Community College Has Changed My Life.” Five entries were received, and the submission by Evelyn Bustos Malvaez was chosen to represent MCC at the state level.
- **The Gandhi/King Peace Scholarship** – \$1,000 award to the student who best articulates the peaceful messages of Mahatma Gandhi and Dr. Martin Luther King, Jr. Two entries were received, and the submission by Evelyn Bustos Malvaez was chosen to represent MCC at the state level.
- **The Gregg Chadwick Student Service Scholarship** – \$500 award to the student for extraordinary commitment to volunteer service. Three entries were received, and Evelyn Bustos Malvaez was chosen to represent MCC at the state level.

For each award, all currently enrolled students at ICCTA member colleges are eligible to participate in the contest at the local level. However, each ICCTA member college may enter only one student in the statewide competition each year. The MCC student selected to represent the institution at the state level will receive a \$250 stipend for educational expenses.

The winner of the statewide competition will receive a cash stipend for educational expenses during the fall 2024 semester. In addition, ICCTA will invite the winner to attend the Association's Awards Banquet, which will be held on Friday, June 7, 2024, in Lombard, IL.

Promotion of the competitions began in January with printed materials, messages to faculty and staff to encourage student applicants, and announcements in *The Flush*. All essays were reviewed independently, and winners were selected by members of the English department.

The College congratulates MCC student, Evelyn Bustos Malvaez for exceptional submissions. Evelyn will be presented with a plaque at the Student Awards Ceremony on Tuesday, April 23, 2024, and will also receive \$750 toward educational expenses.

Attached are Evelyn's winning entries.

**Following the Footsteps of MLK and Gandhi: Promoting Diversity and Inclusion  
Through Education**

"In a gentle way, you can shake the world," said Mahatma Gandhi. As a leader in my community college's DEBI (Diversity, Equity, Belonging, and Inclusion) student government, I am inspired by Gandhi and Dr. Martin Luther King Jr.'s movements towards nonviolence and their goals to bring about positive change. Both advocated for peaceful resistance to combat prejudice and fought for social justice. I am working with the DEBI committee to strategize the best approach to address William McHenry's history. By following in the footsteps of these great leaders, I hope to make a difference and contribute to a more inclusive and welcoming environment for all students.

To begin, the DEBI committee plans to educate the campus about the history of William McHenry. As Dr. Martin Luther King Jr. once said, "The function of education is to teach one to think intensively and to think critically. Intelligence plus character – that is the goal of true education." This quote reflects the significance of education as a means of empowerment and social justice to break down barriers. Enabling students to learn about McHenry and acknowledging the history of Native Americans will bring about change to the campus. McHenry was a military leader and pioneer of White County, who fought in wars, including the Black Hawk War of 1832, which led to the exile of indigenous people in Illinois. Despite not having resided anywhere within McHenry County, McHenry has been historically recognized, which many students and staff are unaware of. By educating the campus about the history of William McHenry and recognition of Native Americans, the DEBI committee hopes to promote a culture of inclusivity and nonviolence.

The DEBI committee plans to create an informative display in the front glass window of the Student Resource Center, educating people on the history of William McHenry. Also, we plan to organize a presentation about McHenry that all students can attend. We hope that this presentation will be an opportunity for students to learn more about the history of McHenry County and what steps we can take to make the school more welcoming and inclusive of all students.

As Martin Luther King Jr. and Gandhi have taught us, education and understanding are essential for creating a peaceful and just society. By educating students about the history of William McHenry and the impact it had on indigenous people, we hope to raise awareness and start a conversation about how we can promote diversity and inclusivity in our college community.

Promoting diversity, equity, belonging, and inclusion is crucial for creating a welcoming and safe campus environment for all students. As a student leader in the DEBI committee, I am committed to fostering a culture of nonviolence, social justice, and inclusivity, and I look forward to working with my fellow students and staff to achieve this goal.

### **The Rewards of Volunteering: Personal and Professional Growth**

One might assume that volunteering is a one-way street where you give more than you receive. However, I've found that volunteering is rewarding and an enriching experience. It has provided me with a handful of skill sets that are invaluable to both my personal and professional growth. Having worked alongside other advocates in the community, I've been able to learn important qualities such as patience, understanding, empathy, and time management. Being able to share my passion with other members gave me a sense of belonging which inspired me to do more.

Whether it's volunteering at a cat shelter, participating in land preservation efforts, or working with a college readiness program, there were countless opportunities I've gained valuable experiences and skills. For example, volunteering at a cat shelter can taught me about animal care and communication, while participating in land preservation efforts helped me understand environmental conservation, community building, and problem-solving. And working with a college readiness program developed my leadership, public speaking, and mentoring abilities.

In the end, volunteering has been an excellent way for me to connect with like-minded individuals and gain hands-on training and education that can be applied both in and outside of the workforce. I firmly believe that I have gained far more from volunteering than I have given.

### **Breaking Barriers: Journey through Community College**

As a first-generation college student and child of immigrant parents, community college helped me achieve much more than academic success while overcoming barriers. I never envisioned myself in college until I joined Upward Bound, a college readiness program for low-income and first-generation students. This program made me realize the diverse possibilities available. Being an Upward Bound alumni has taught me to take advantage of opportunities. However, college changed my life in ways I could never have imagined.

Throughout my two years at McHenry County College, I have had numerous memorable learning moments that have helped me broaden my views and gain new perspectives. Community colleges are often overlooked as a viable option for higher education due to the common misconception that they offer a substandard education. However, I strongly disagree with this notion and firmly believe that community colleges provide an excellent education. As a student, I've explored various aspects of leadership, community, and education that have shaped my personal and professional growth. From studying abroad in France to attending a conference in Boston, I have had the privilege of gaining a wide range of insights.

In addition to my academics, I also hold a leadership role in student government at McHenry County College, where I have had the opportunity to advocate for student needs and promote positive change on campus. My involvement in student government has allowed me to develop my leadership skills, network with like-minded individuals, and contribute to my campus.

During an inclusive leadership program in New Mexico, I learned about sustainable housing and the vibrant Native American community in Taos, Pueblo. Also, I have been able to

give back to my community through volunteer work and presenting at different panels to incoming high school students about the doors that higher education can open.

Working as a student employee in the Student Resource Center has been rewarding, and I love connecting with other students and learning about their pathways. Moreover, I had the chance to speak to scholarship donors about my incredible experiences at MCC. Overall, my adventures at McHenry County College have been enriching and empowering, and I believe that community college can provide exceptional possibilities for those willing to seize them.

Overall, I mean it when I say that community college has changed my life. I feel immensely blessed for everything I have experienced, everything I have learned, and everyone I have met through community college. It has given me a platform to pursue my dreams and has provided me with opportunities that I never thought were possible. The supportive environment at MCC has been instrumental to my success. I am thankful for the team at MCC who have made my journey unforgettable. I feel proud to say I am a McHenry County College student. One day, I hope to establish a scholarship to help students in the same way. Community college has changed my life, and I am grateful for the journey it has taken me on.