

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

Thursday, August 24, 2023  
Regular Board Meeting  
6:00pm



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

**AGENDA**

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. COLLEGE MISSION STATEMENT
5. ACCEPTANCE OF AGENDA
6. ACCEPTANCE OF MINUTES: Regular Board of Trustees Meeting June 29, 2023
7. OPEN FOR RECOGNITION OF VISITORS  
*Three (3) minutes per person or less.*
8. PRESIDENT'S REPORT: Dr. Clinton Gabbard
9. COMMUNICATIONS
  - A. Faculty Report: Ms. Sarah Sullivan
  - B. Adjunct Faculty Report: Dr. Mark Rockwell
  - C. Staff Council Report: Ms. Tawnja Trimble
  - D. Student Trustee Report: Ms. Liza Smith
  - E. Attorney Report
10. APPROVAL OF CONSENT AGENDA  
**For Approval**
  - A. Executive Summary and Financial Statements
    1. Executive Summary, Board Report #23-112
    2. Treasurer's Report, Board Report #23-113
    3. Ratification for Accounts Payable Check Register June, Board Report #23-114
    4. Ratification for Account Payable Check Register July, Board Report #23-115
  - B. Request to Approve/Implement/Lease/Purchase/Renew/Replace/Upgrade
    1. Illinois Community College Risk Management Consortium, Board Report #23-116
    2. VMock Inc. SMART Resume Career Platform, Board Report #23-117
    3. TestOut Software 2023-2024, Board Report #23-118
    4. Library Online Database Services, Board Report #23-119
    5. Thomson Reuter's WestLaw Edge Legal Research Subscription, Board Report #23-120
    6. Woodstock Welding Center Lease Extension FA2023, Board Report #23-121
    7. ACUE Effective Teaching Practices Certificate Program Agreement, Board Report #23-122
  - C. Human Resources
    1. Approval of Resignation Agreement with College Administrator, Board Report #23-123
    2. Athletic Coach Longevity Increase, Board Report #23-124
    3. Ratification of Hires, New and Replacement Administrative and Faculty Appointments, Board Report #23-125
11. ACTION ON ITEMS REMOVED FROM CONSENT AGENDA
12. 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

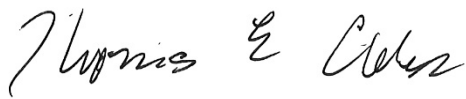
13. FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS

14. 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

15. ACCEPTANCE OF CLOSED SESSION MINUTES: Regular Board Meeting,

16. ADJOURNMENT

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

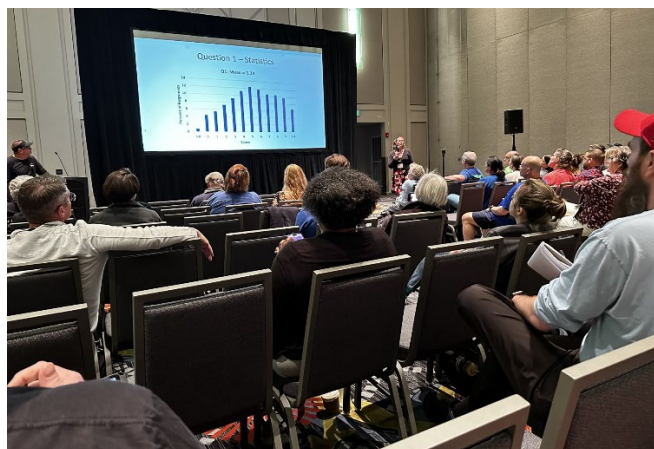
Thomas E. Allen  
Chair

# Faculty Spotlight

August 2023

**Heather Zaccagnini** (so-chair Applied Technologies) Completed Geometric Dimensioning and Tolerancing Hierarchy - Industry Training offered through the American Society for Quality. This training will help to build the metrology content in the Engineering Technology areas.

**Christen Louderman** and **Angela Wallace** (PTA program) report that the nine 2023 graduates from the PTA program all passed the National Board Exam. They were a small, but mighty group that worked together.



**Steve Socol** (Chemistry) From May 26<sup>th</sup> to June 8<sup>th</sup>, I assisted in grading the Advanced Placement in Chemistry examination. I was on the leadership team which set grading standards.

**Lisa Roth** (Speech) and **Guinevere Mathey** (Speech) secured funding from an MCC mini grant and are working on a VR lab in C building. We are hopeful to grow access to VR throughout the college as well.

**Mary Kasprak** (Mobile Applications Design) was a speaker at the Education 2.0 conference this summer and won a leadership award there.

**Sarah Sullivan** (History) worked with Upward Bound this summer and taught a module on 9/11 that included MCC and community involvement to allow 22 students and three peer mentors to do 1:1 interviews with people who were alive on 9/11. Thanks to Talia Koronkiewicz and Ellen and Dale Morton for their help in recruiting! She also presented a program on **Louis XIV** for the Friends of the Huntley Library fundraiser on May 10, a presentation at the Huntley Library on former Woodstock resident **Erane Scully** on May 7, and a program on the **Montgomery Bus Boycott** for Sun City on June 16.

## **Kim Tipton** (Reference Librarian)

- Attended the RAILS 21<sup>st</sup> Annual Information Literacy Summit – Friday April 28 (RAILS: Reaching Across Illinois Library System)
- ePortfolio review (May 15-19)
- Presented Experts & Insights lecture, *Stuck in an Echo Chamber? How to Find Your Way Out* – May 18
- Completed the MCC Summer Institute on Instructional Design (May 22-25)
- Co-presented (with Elizabeth Nelson): *Meeting the Information Literacy Needs of Dual Credit Students* at the CARLI Instruction Showcase (online day-long conference – June 1 (CARLI: Consortium of Academic and Research Libraries in Illinois)
- Attended the ALA Annual Conference in Chicago – Sunday June 25
- Completed 2 more ION courses: *Encouraging Communication in Online Courses* and *Student Assessment in Online Courses*
- IACRL Communications Committee – Chair (July 2023-July 2024) (IACRL: Illinois Association of College and Research Libraries)

**Sarah Ruthven** (Art History) had a reflection published in the journal *Visual Inquiry Learning & Teaching Art*. The article is entitled “Reflection: Ohara’s Flow Line” and it is about the use of Imagery from the 2020 Tokyo Olympics in the college art classroom as a place for phenomenological inquires. [https://intellectdiscover.com/content/journals/10.1386/vi\\_00070\\_1](https://intellectdiscover.com/content/journals/10.1386/vi_00070_1)

**Becky Smith** (Occupational Therapy Assistant) completed her Masters of Gerontology and Doctorate of Health Sciences from the University of Indianapolis. Her original study and dissertation were titled, *Impact of Simulation and Settings Upon Student Attitudes Towards Older Adults*. She will be presenting her findings at the American Occupational Therapy Association's Education Summit in November.

**Jim Stockwell** (Speech, Journalism) In collaboration with **Kids and College**, he taught two separate classes in June, one on filmmaking, the other on Broadcasting (With an assist from Guin Mathey). Jim was also a guest on the podcast *Esoteric Mammoth*, talking about the love of teaching: <https://www.buzzsprout.com/2139462/13150293> He also found enough time to finish writing a novel, *Golden Jungle*.

**Violet Luczak** (Art) has been asked to participate in the art event "Art Around the Bloc." A charity event held at *A Very Serious Gallery* in partnership with the Chicago Blackhawks Foundation. Proceeds go to The Bloc Chicago. Violet will be displaying three new works for the art opening. RSVP at <https://www.exploretock.com/a-very-serious-gallery-chicago>.



**Nate Kivley** (Automotive) attended a Battery/Electric Vehicle Summit July 24-27 held at Sinclair Community College in Dayton Ohio. The purpose of this summit was to help inform instructors about equipment needs and planning for electric and hybrid vehicle coursework.

**Julie Freelove** (Administrative Office Management) completed the Completing Accessible Documents ION course, towards the Digital Accessibility for Educators (DAE) Certificate.

**Sherry Ridge** (Business Management) completed her capstone course for my doctorate minor in higher education and is now working on defending my dissertation study; "Supporting College Student Success by Meeting Social Service Needs: A Quantitative Quasi-Experimental Study." Business Department members met on Fridays over the summer to work on our Canvas course shells. Sherry revamped the Principles of Marketing course which now uses an OER textbook through OpenStax.

Members of the McHenry County College chapter of American Association of Women in Community Colleges met over the summer planning the fall calendar of events and enjoyed a boat ride on the Chain O' Lakes. Sherry presented four well deserving high school seniors with college scholarships through the Round Lake Area Exchange Club (one of our student athletes is a graduate from Round Lake High school). She successfully completed the Mental Health First Aiders training.



**Shiela Venkataswamy** (Sociology) participated in evaluating three chapters for the second edition of the book *Seeing Social Problems: The Hidden Stories Behind Contemporary Issues* by Dr. Ira Silver for Rowman and Littlefield Publishers. She also presented a guest lecture: ***Families: a Sociological Perspective*** in Stella Maris College, Chennai, India on June 22, 2023.



The following faculty participated in the summer book studies on Belonging and Writing. Faculty with an asterisk participated in both book studies.

- **Barna, Kelly \***
- **Berry, Robin L.\***
- **Carlson, Mark**
- **Dempsey, Steve**
- **Farc, Magdalena**
- **Grela, Christine \***
- **Gerber, Carol**
- **Halgas, Pauline**
- **Humphrey, Anne \***
- **Midday, Kate**
- **Mathey, Guinevere**
- **Elizabeth Nelson \***
- **Sarah Ruthven \***
- **Sherry Ridge**
- **Timothy Sietz \***
- **Sarah Sullivan \***
- **Kim Tipton \***
- **Shiela Venkataswamy**
- **David White**

### Student Trustee Report

Over the summer, McHenry County College underwent extensive construction projects to provide more office space and testing areas on campus. The College recognized the need for additional office and testing areas to accommodate its growing faculty, staff, and new students, and to enhance the overall learning environment for students. They optimize productivity and collaboration with modern amenities and advanced technology infrastructure. This expansion reflects the College's commitment to continuously improve MCC's facilities and support the needs of the community. This completion included: Admissions & Financial Aid, Adult Education, Sustainability Center, and the Testing Center. With the completion of this construction, MCC is well positioned to meet the demands of its ever-growing student population and provide a conducive environment for academic success.

The first week of the fall semester at MCC was marked by a sense of excitement and exploration as students embarked on their educational pursuits. The College's dedication to orienting new students, facilitating enrollment and advisory services, and fostering a sense of belonging through Welcome Week activities shows its commitment to student success and holistic growth. Some activities held were making tie-dye or spin art t-shirts, massage chairs, Zen Garden, meeting new students with ice breaker games, wearing purple to show your spirit, and taking your picture with Roary. As the semester progresses, it is anticipated that the positive energy and academic motivation displayed during the initial week will continue to resonate and define the college experience for all students, especially as they attend the Organization Fair and make their way around club tables for a meet and greet. This event is packed with information that will get students involved on campus.



Executive Summary

Information

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

Recommendation

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



Clinton E. Gabbard  
President

**TO BE PROVIDED:**

The Executive Summary with its supporting documents will be provided as a handout at the August 24, 2023 Board of Trustees meeting.

Treasurer's Reports

Information

Attached are the Treasurer's Reports for the months of June and July including details regarding the College's investments.

Recommendation

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



Clinton E. Gabbard  
President

**TO BE PROVIDED:**

The Treasurer's Reports for June and July, 2023 will be provided as handouts at the August 24, 2023 Board of Trustees meeting.

Ratification for Accounts Payable Check Register

Information

The attached accounts payable check register identifies the vendors that have been paid in the past month in the amount of \$1,912,179.09. Please note that the expenses are not segregated into the respective funds.

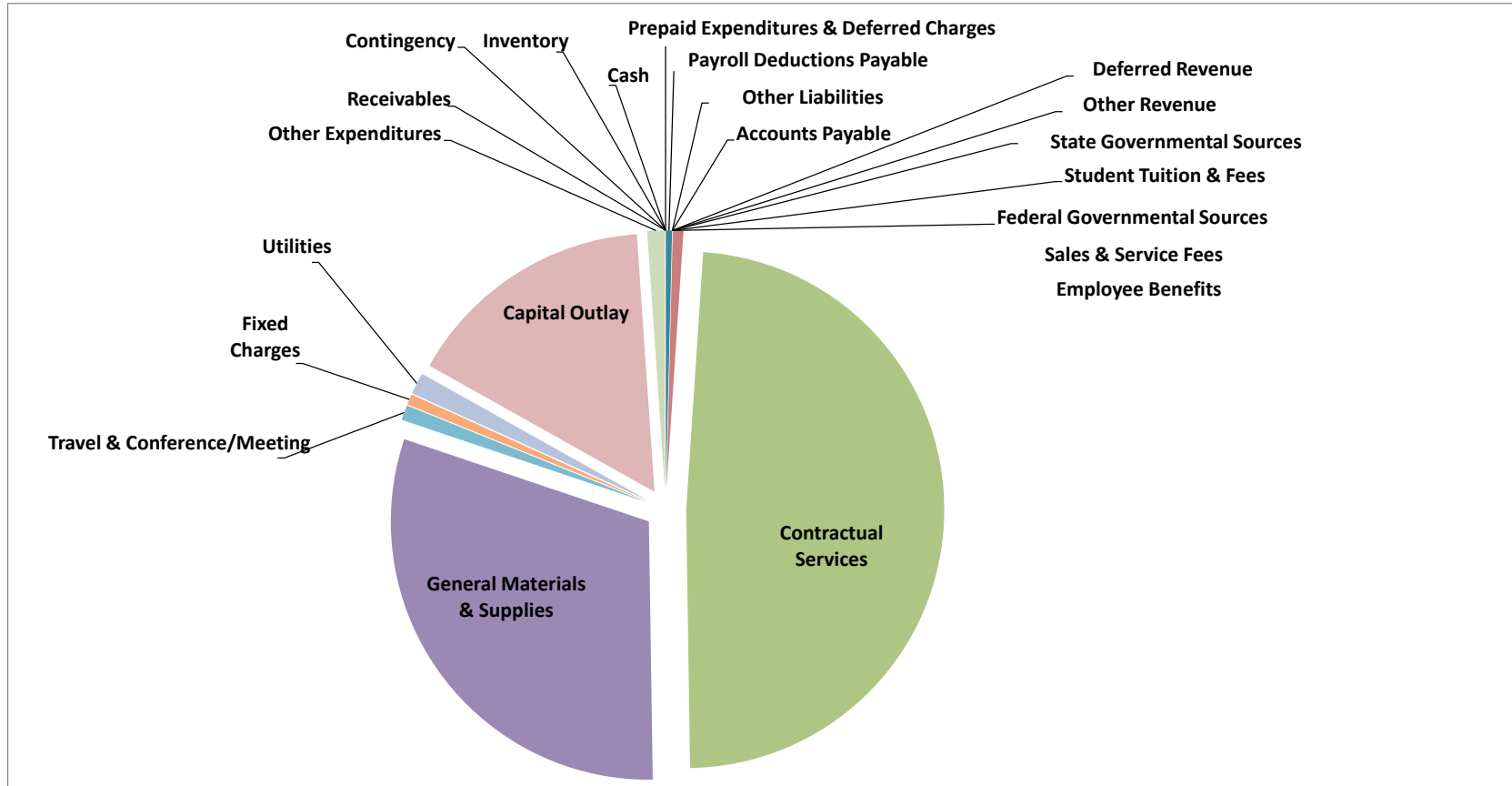
Recommendation

It is recommended that the Board of Trustees ratifies payment of the accounts payable check register, for the period of June 1 - June 30, 2023, totaling \$1,912,179.09.



Clinton E. Gabbard  
President

## Distribution of Monthly Check Register Payments 6/1/23 through 6/30/23



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	12,628.48	0.66%
Prepaid Expenditures & Deferred Charges	0.00	0.00%	Contractual Services	931,486.98	48.71%
Payroll Deductions Payable	7,420.56	0.39%	General Materials & Supplies	581,322.96	30.40%
Accounts Payable	0.00	0.00%	Travel & Conference/Meeting	18,115.33	0.95%
Deferred Revenue	0.00	0.00%	Fixed Charges	12,795.85	0.67%
Other Liabilities	0.00	0.00%	Utilities	25,790.81	1.35%
State Governmental Sources	0.00	0.00%	Capital Outlay	301,721.86	15.78%
Federal Governmental Sources	0.00	0.00%	Other Expenditures	20,896.26	1.09%
Student Tuition & Fees	0.00	0.00%	Contingency	0.00	0.00%
			<b>Total All Categories</b>	<b>1,912,179.09</b>	<b>100.00%</b>



**Six Month  
Select Vendor History Report**

SubClass	Cat	CatDesc	PayeeID	Payee	Total Voucher	Six (6) Calendar Months					
						FY23: (1-Jan)	FY23: (2-Feb)	FY23: (3-Mar)	FY23: (4-Apr)	FY23: (5-May)	FY23: (6-Jun)
Engineering	53	Contractual Services	0396644	Quality Engineering	\$4,770.00			2,510.00			2,260.00
Engineering	53	Contractual Services	0402264	HR Green Inc	\$3,344.25				3,344.25		
Engineering	53	Contractual Services	0420293	LionHeart Engineeri	\$13,274.20					12,888.10	386.10
<b>Engineering Total</b>					\$ 21,388.45	-	-	2,510.00	3,344.25	12,888.10	2,646.10
Food Vendor	54	General Materials & Supplies	0395138	TURANO BAKING CO.	\$4,896.16	365.65	408.75	1,630.80	988.01	1,253.01	249.94
Food Vendor	54	General Materials & Supplies	0396456	RIVERSIDE BAKE SHOP	\$3,781.64	102.14	565.25	781.98	446.24	1,689.06	196.97
Food Vendor	54	General Materials & Supplies	0396759	3 CHEFS CATERING SE	\$10,858.40				5,975.40	4,883.00	
Food Vendor	54	General Materials & Supplies	0414865	Quality Catering fo	\$5,600.40	290.40	869.00	951.80	1,106.40	1,431.00	951.80
<b>Food Vendor Total</b>					\$ 25,136.60	758.19	1,843.00	3,364.58	8,516.05	9,256.07	1,398.71
Landscaping	53	Contractual Services	0395554	INTERIOR TROPICAL G	\$1,250.00	250.00		500.00		250.00	250.00
Landscaping	54	General Materials & Supplies	0394808	COUNTRYSIDE GARDEN	\$281.70						281.70
Landscaping	59	Other Expenditures	0395554	INTERIOR TROPICAL G	\$450.00	450.00					
<b>Landscaping Total</b>					\$ 1,981.70	700.00	-	500.00	-	250.00	531.70
Legal	53	Contractual Services	0396460	ROBBINS SCHWARTZ	\$42,024.55		16,551.11		7,078.86	9,363.39	9,031.19
<b>Legal Total</b>					\$ 42,024.55	-	16,551.11	-	7,078.86	9,363.39	9,031.19
Temporary Staffing	53	Contractual Services	0396989	WORKING WORLD INC	\$82,299.38	5,007.26	21,127.56	18,757.89	13,591.94	14,513.17	9,301.56
Temporary Staffing	53	Contractual Services	0407503	Robert Half Interna	\$7,973.82	7,973.82					
<b>Temporary Staffing Total</b>					\$ 90,273.20	12,981.08	21,127.56	18,757.89	13,591.94	14,513.17	9,301.56
<b>Grand Total</b>					\$ 180,804.50	\$ 14,439.27	\$ 39,521.67	\$ 25,132.47	\$ 32,531.10	\$ 46,270.73	\$ 22,909.26

Ratification for Accounts Payable Check Register

Information

The attached accounts payable check register identifies the vendors that have been paid in the past month in the amount of \$1,454,558.85. Please note that the expenses are not segregated into the respective funds.

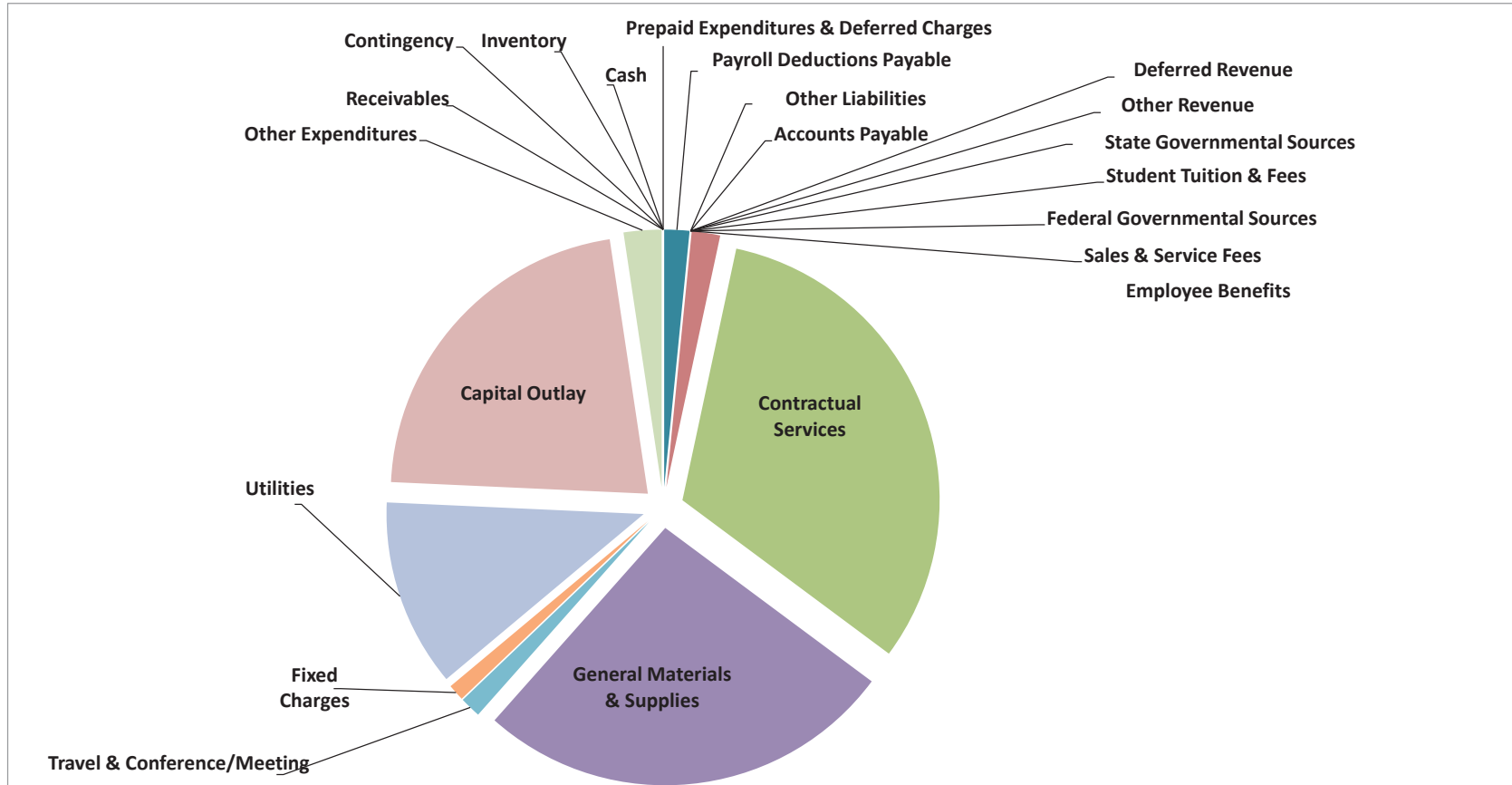
Recommendation

It is recommended that the Board of Trustees ratifies payment of the accounts payable check register, for the period of July 1 - July 31, 2023, totaling \$1,454,558.85.



Clinton E. Gabbard  
President

## Distribution of Monthly Check Register Payments 7/1/23 through 7/31/23



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	25,968.35	1.79%
Prepaid Expenditures & Deferred Charges	0.00	0.00%	Contractual Services	462,629.38	31.81%
Payroll Deductions Payable	22,929.25	1.58%	General Materials & Supplies	383,898.15	26.39%
Accounts Payable	0.00	0.00%	Travel & Conference/Meeting	19,176.46	1.32%
Deferred Revenue	0.00	0.00%	Fixed Charges	15,120.46	1.04%
Other Liabilities	0.00	0.00%	Utilities	171,688.16	11.80%
State Governmental Sources	0.00	0.00%	Capital Outlay	318,635.47	21.91%
Federal Governmental Sources	0.00	0.00%	Other Expenditures	34,513.17	2.37%
Student Tuition & Fees	0.00	0.00%	Contingency	0.00	0.00%
			<b>Total All Categories</b>	<b>1,454,558.85</b>	<b>100.00%</b>

**Six Month  
Select Vendor History Report**

SubClass	Cat	CatDesc	PayeeID	Payee	Total Voucher	Six (6) Calendar Months					
						FY23: (2-Feb)	FY23: (3-Mar)	FY23: (4-Apr)	FY23: (5-May)	FY23: (6-Jun)	FY24: (7-Jul)
Engineering	53	Contractual Services	0396644	Quality Engineering	\$7,030.00		2510			2260	2260
Engineering	53	Contractual Services	0402264	HR Green Inc	\$6,808.85			3344.25			3464.6
Engineering	53	Contractual Services	0420293	LionHeart Engineeri	\$13,274.20				12888.1	386.1	
<b>Engineering Total</b>					\$ 27,113.05	-	2,510.00	3,344.25	12,888.10	2,646.10	5,724.60
Food Vendor	54	General Materials & Supplies	0395138	TURANO BAKING CO.	\$5,030.12	408.75	1630.8	988.01	1253.01	249.94	499.61
Food Vendor	54	General Materials & Supplies	0396456	RIVERSIDE BAKE SHOP	\$3,775.76	565.25	781.98	446.24	1689.06	196.97	96.26
Food Vendor	54	General Materials & Supplies	0396759	3 CHEFS CATERING SE	\$10,858.40			5975.4	4883		
Food Vendor	54	General Materials & Supplies	0414865	Quality Catering fo	\$5,310.00	869	951.8	1106.4	1431	951.8	
<b>Food Vendor Total</b>					\$ 24,974.28	1,843.00	3,364.58	8,516.05	9,256.07	1,398.71	595.87
Landscaping	53	Contractual Services	0395554	INTERIOR TROPICAL G	\$1,250.00		500		250	250	250
Landscaping	54	General Materials & Supplies	0394808	COUNTRYSIDE GARDEN	\$392.01					281.7	110.31
<b>Landscaping Total</b>					\$ 1,642.01	-	500.00	-	250.00	531.70	360.31
Legal	53	Contractual Services	0396460	ROBBINS SCHWARTZ	\$58,335.04	16551.11		7078.86	9363.39	9031.19	16310.49
<b>Legal Total</b>					\$ 58,335.04	16,551.11	-	7,078.86	9,363.39	9,031.19	16,310.49
Temporary Staffing	53	Contractual Services	0396989	WORKING WORLD INC	\$86,660.01	21127.56	18757.89	13591.94	14513.17	9301.56	9367.89
<b>Temporary Staffing Total</b>					\$ 86,660.01	21,127.56	18,757.89	13,591.94	14,513.17	9,301.56	9,367.89
<b>Grand Total</b>					\$ 198,724.39	\$ 39,521.67	\$ 25,132.47	\$ 32,531.10	\$ 46,270.73	\$ 22,909.26	\$ 32,359.16

Renewal  
Illinois Community College Risk Management Consortium

Information

The Illinois Community College Risk Management Consortium (ICCRMC) is a cooperative agency voluntarily established by contracting Illinois community colleges as defined in the Illinois Constitution of 1970 pursuant to Article VII, Section 10 of the 1970 Constitution of the State of Illinois, and various sections of the Illinois Compiled Statutes for the purpose of seeking the prevention or lessening of risks or claims against members of the Consortium. The purpose of the ICCRMC is to provide all necessary property, casualty, liability, and workers compensation insurance needs for each of its members. Currently, the ICCRMC is comprised of 13 Illinois Community Colleges throughout the state. The Board of Trustees voted to join the ICCRMC June 26, 2014.

The benefit of joining the ICCRMC lies within the purchasing power of the members. Each college pools their respective resources to negotiate favorable coverage for all of the consortium’s insurance needs. The objective of “risk management” is to mitigate the liability exposure of an entity. By joining the consortium, each member also benefits from the experience of the other colleges to enhance its risk management capabilities.

Additionally, after five years of membership, individual members are eligible for dividends based on the performance of the ICCRMC and individual claims experience. The dividend is applied against the annual renewal for insurance thereby reducing the annual cost and MCC will participate in the dividend declaration this year.

Since joining the consortium in FY 2015, McHenry County College has saved a cumulative total of \$1,187,880.14 vs. the cost of the FY 2014 non-ICCRMC year (not adjusted for inflation). The College has also seen its rates decline in six of the ten years of being a member.

The table below illustrates the avoided annual cost since joining ICCRMC when compared to the FY 2014 renewal, the benchmark. Prior to joining, the College individually brokered out general liability coverage and was unable to enjoy the purchasing power of a consortium.

	Renewals	Dividends	Net Premium	Cumulative Savings/Avoidance vs FY14 Non-ICCRMC	ICCRMC Cost/(Savings) Year Over Year Change
FY14 (non-ICCRMC)	\$495,624.50		\$495,624.50	-	-
FY15 (ICCRMC)	\$382,466.00		\$382,466.00	(\$113,158.50)	(\$113,158.50)
FY16 (ICCRMC)	\$365,074.00		\$365,074.00	(\$130,550.50)	(\$17,392.00)
FY17 (ICCRMC)	\$334,692.00		\$334,692.00	(\$160,932.50)	(\$30,382.00)
FY18 (ICCRMC)	\$344,774.00		\$344,774.00	(\$150,850.50)	\$10,082.00
FY19 (ICCRMC)	\$342,725.00		\$342,725.00	(\$152,899.50)	(\$2,049.00)
FY20 (ICCRMC)	\$326,443.00		\$326,443.00	(\$169,181.50)	(\$16,282.00)
FY21 (ICCRMC)	\$382,681.00		\$382,681.00	(\$112,943.50)	\$56,238.00
FY22 (ICCRMC)*	\$413,371.00	\$34,455.00	\$378,916.00	(\$116,708.50)	(\$3,765.00)

FY23 (ICCRMC)	\$471,566.28	\$62,689.00	\$408,877.28	(\$86,747.22)	\$29,961.28
FY23 (ICCRMC)	\$527,746.58	\$26,030.00	\$501,716.58	\$6,092.08	\$92,839.30
<b>Total FY15 to FY24</b>	<b>\$3,859,416.78</b>	<b>\$97,144.00</b>	<b>\$3,762,272.78</b>	<b>(\$1,187,880.14)</b>	

*\* First year participation in dividends*

The expense for insurance coverage is budgeted in the General Institutional account in the Education Fund 01 and in the General Institutional account in the Liability, Protection, and Settlement Fund 12.

Recommendation

It is recommended that the Board of Trustees approves the FY 2024 renewal with the Illinois Community College Risk Management Consortium for property, casualty, liability, and worker compensation insurance coverage for a net premium of \$501,716.58.



Clinton E. Gabbard  
President



Request to Approve  
VMock Inc. SMART Resume Career Platform

Information

VMock's innovative suite of online career development applications delivers instant, personalized resume and interview-performance feedback to users and professionals, using artificial intelligence (A.I.) and sophisticated data analysis. The introduction of VMock's automated resume review and virtual elevator pitch (mock-interview prep) tools to MCC, will enhance our services for students by adding new online features, improving existing ones, and allowing us to increase efficiencies and scale our operations by limiting the need for as many in-person interactions. This new system, featuring the latest A.I. technology, will dramatically enhance the overall functionality and user experience of our current interview prep service, making it more efficient, reliable, and relevant. It will also allow us to introduce an entirely new service in a virtual format, as currently, all resume reviews are completed manually by only two Career Services staff members.

This shift toward remote support will greatly enhance the accessibility and effectiveness of our career support services. Online support services will provide greater flexibility, allowing students to self-serve outside of typical office hours, which could be particularly beneficial for students who may have difficulty accessing on-campus resources due to full-time employment, mobility issues, lack of childcare, or health-related barriers. By enabling students to autonomously accomplish these tasks via the VMock platform, (which would otherwise be done so through a series of individually scheduled meetings with our Career Counselor), we can expand our reach and significantly improve our overall accessibility to the services and resources provided through the Career Center.

A combination of Title III grant funding and General Institutional funds will cover the cost of this purchase. Funding from Title III will be applied toward the initial setup/customization fee in the amount of \$10,000.00, while Institutional funds will provide funding to cover the cost of annual licensing at a rate of \$12,500.00 per year for three years.

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

Recommendation

It is recommended that the Board of Trustees approve the online career development platform from VMock, Chicago, IL in the amount of \$47,500.00 over three years.



Clinton E. Gabbard  
President

Request to Purchase TestOut Software  
for 2023-2024

Information

MCC's Network Security academic program offers these degrees—the Help Desk Technician AAS and the Network Security AAS. There are also five certificates in the program. The program uses a software program called TestOut in its courses for instructional purposes.

TestOut is a leader in network security curriculum, simulations, and certifications for academia and IT professionals. It provides students with a broad range of hands-on experience in a safe, simulated environment, and its exams use the most advanced simulation technology to measure the ability of individuals to perform real-world IT tasks.

MCC Network Security has used the TestOut application for several years to provide MCC students with the curriculum, textbook, hands-on simulation exercises and industry certifications as they complete each course in the Network Security certificates and AAS degrees.

The TestOut software is budgeted for 2023-2024 academic year under computer software at \$41,150.00. Fall 2023 enrollment increased over the projected enrollment used for the budget. The increased enrollment could result in an updated projected total cost of \$45,000.00. The cost of the TestOut program is covered through the course fees paid by the students enrolled in the Networking Security courses.

This purchase is exempt from bidding requirements as stated in the Illinois Community College Act Chapter 110 ILCS 805/3-27.1, exemption (I) which reads "contracts for goods and services which are economically procurable from only one source, such as the purchase of magazines, books, periodicals, pamphlets and reports, and for utility services such as water, light, heat, telephone or telegraph."

Recommendation

It is recommended that the Board of Trustees approves the 2023-2024 projected annual expense of \$45,000.00 for the TestOut software from TestOut Corporation® of Pleasant Grove, Utah.



Clinton E. Gabbard  
President

Request to Purchase  
Library Online Database ServicesInformation

This is an annual renewal for the MCC Library online database services provided by the Consortium of Academic Research Libraries in Illinois (CARLI). CARLI consolidates three existing Illinois Academic Library consortia: the Illinois Cooperative Collection Management Program (ICCMP), the Illinois Digital Academic Library (IDAL), and the Illinois Library Computer Systems Organization (ILCSO).

The McHenry County College Library uses the services of CARLI to provide our students and employees access to online database services, electronic resources, membership, and professional development.

Vendor	Database	Cost
Chronicle of Higher Education	<i>Chronicle of Higher Education</i>	1,556.00
EBSCO	<i>PsycArticles</i>	5,575.22
	<i>CINAHL Ultimate</i>	13,780.40
	<i>eBook Community College Collection</i>	3,998.15
Gale Group	<i>Gale OneFile: Fine Arts</i>	1,302.08
Info Holdings, Inc.(Films on Demand)	<i>Credo Reference-Academic Core</i>	2,940.00
Modern Language Association	<i>MLA Handbook Plus</i>	1,080.00
Oxford University Press	<i>Oxford English Dictionary</i>	676.82
	<i>Very Short Introductions Online</i>	2,113.46
	<i>Grove Music Online</i>	3,049.17
	<i>Oxford Handbooks Online: Philosophy</i>	431.19
	<i>Oxford Handbooks Online: Religion</i>	431.19
ProQuest	<i>Current Affairs in Video</i>	250.00
	<i>American History in Video</i>	250.00
	<i>Criminal Justice &amp; Public Safety</i>	250.00
	<i>Ethnographic Video Online</i>	250.00
	<i>Black Thought &amp; Culture</i>	250.00
	<i>Women &amp; Social Movements</i>	250.00
	<i>World History in Video</i>	250.00
	<i>LGBT Studies in Video</i>	250.00
	Total	\$ 38,933.68

These services and supplies are exempt from the bid process as stated in the Illinois Public Community College Act Chapter 110 ILCS 805/3-27.1, exemption (k) which reads, "Contracts for goods or services procured from another governmental agency."

This expense is budgeted in the Library Account.

Recommendation

It is recommended that the Board of Trustees approves the one-year contract for services for \$38,933.68 from CARLI, Champaign, IL.



Clinton E. Gabbard  
President

Request to Renew  
Thomson Reuter's WestLaw Edge Legal Research Subscription

Information

The College has been using Thomson Reuter's WestLaw, a legal research platform, for the Paralegal Studies program since its inception. Recently, WestLaw launched WestLaw Edge, an improvement on previous versions of the software. Students use this software throughout all Paralegal Studies (PAR) courses to conduct legal research and develop legal documents, preparing them for a career as a paralegal. Program Advisory committee members including employers, alumni, faculty, and current students are asked for feedback each semester. The consensus is the College needs to continue subscribing to WestLaw to adequately prepare students for the field. A few important features include:

- 55 user licenses.
- Direct billing and payment capability.
- Searches that gather all potentially relevant cases, with the ability to filter results by legal issue, fact pattern, motion type, outcome, and more.
- "KeyCite Cited With" feature allows users to quickly identify related cases that have a pattern of being cited together.
- Templates for legal documents.

The renewal costs for WestLaw Edge will be \$30,526.44 for the 3-year timeframe of July 1, 2023, to June 30, 2026.

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 Paralegal Studies department budget.

Recommendation

It is recommended that the Board of Trustees approves the purchase of WestLaw Edge subscriptions from Thomson Reuters of Eagan, MN, not to exceed \$30,526.44 total for three years of licensing fees.



Clinton E. Gabbard  
President

Request for  
Woodstock Welding Center Lease Extension FA2023

Information

On August 24, 2006, The Board of Trustees approved a five-year lease agreement with Northern Prairie Properties, LLC for the Woodstock Center at 912 Trakk Lane, Unit 2 in Woodstock, Illinois. This 4,800 square foot facility includes a classroom, utility room, shop area, and two restrooms. It has been used for the College's Welding credit and non-credit programs, Welding Boot Camp, Artistic Welding, non-credit Forklift Training, Electrical Code Training, and Manufacturing Essentials classes.

On September 22, 2011, The Board of Trustees approved an extended lease that included two five-year lease terms with Northern Prairie Properties, LLC for the Woodstock Center at 912 Trakk Lane in Woodstock, Illinois.

The administration negotiated a third extension for two years through October 31, 2023 with Northern Prairie Properties, LLC. This agreement also included two additional five-year extensions but may be cancelled by MCC for any reason with 180 days prior notice.

Due to the delay in starting the Foglia CATI building, the renewal of the first of two (2) five-year extensions of the current lease agreement is needed. When the Welding program can be relocated into the new Foglia CATI building set for Fall 2024, a 180-day notification of cancellation will be enacted in advance of this relocation to comply with the existing terms of the agreement.

The new rent will be \$2,800.00 per month or \$33,600.00 per year. The renegotiated monthly rent of \$2,800.00 is increased from the current monthly payment of \$2,700.00 and will increase by 4% for the entire length of the five-year lease extension. This lease will expire on September 30, 2028.

The funding for the lease payments is budgeted in the Welding account in the Auxiliary Fund and is offset by revenue generated from programs listed above.

Recommendation

It is recommended that the Board of Trustees approves the Woodstock Center lease extension and amendment of the 4,800 square foot facility at 912 Trakk Lane, Unit 2 in Woodstock, IL, with Northern Prairie Properties, LLC, of McHenry, IL for \$33,600.00 per year with 4% increases each subsequent year of the 5-year lease.



Clinton E. Gabbard  
President

Request for Approval  
ACUE Effective Teaching Practices Certificate Program Agreement

Information

The Association of College and University Educators (ACUE)’s mission is to ensure student success through quality instruction. Providing faculty with the ACUE’s Effective Teaching Practices certificate can offer several benefits to educators as well as students. The ACUE program focuses on evidence-based teaching practices that have been proven to enhance student engagement, learning, and success. ACUE emphasizes active learning strategies that encourage students to participate, collaborate, and apply their knowledge actively. These strategies can make the learning experience more engaging and interactive, fostering deeper understanding and critical thinking skills. In addition, faculty who implement these practices in their classrooms are likely to see better student performance, retention, and overall learning outcomes. Overall, it is an investment in the growth and success of both educators and students.

The ACUE Effective Teaching Practices certificate contains stackable micro-credentials can be offered either in a cohort model with 33 faculty members for a cost of \$50,000.00, or each micro-credential can be offered separately to accommodate more faculty participation for a total cost of \$72,000.00. MCC’s Center for Teaching and Learning will partner with faculty to determine the strategy.

Stackable Micro-credentials Effective Teaching Practices			
Promoting Active Learning	Creating an Inclusive and Supportive Learning Environment	Inspiring Inquiry and Preparing Lifelong Learners	Designing Learner-Centered & Equitable Courses

The professional development for faculty which ACUE provides is directly connected to the objectives set forth by the Title III grant, Pathways to Persistence and Graduation. Within the grant it states that there will be a concentrated focus on professional development which promotes High Impact Practices. These practices encourage engagement from the students and result in higher persistent rates.

This expense is budgeted in the Title III Pathways to Persistence grant.

Recommendation

It is recommended that the Board of Trustees approves the contract with the Association of College and University Educators (ACUE) to offer Effective Teaching Practices as a component of MCC’s overall faculty professional development program with a cost not to exceed \$75,000.00, to be funded by the Title III grant.



Clinton E. Gabbard  
President



Approval of Resignation Agreement with College Administrator

Information

On August 7, 2023, Dr. Gail Phoenix, Vice President of Human Resources, informed Dr. Gabbard and Dr. Koronkiewicz of her intent to resign from employment and requested to discuss a transition plan.

On August 8, 2023, Dr. Gabbard and Dr. Koronkiewicz met with Dr. Phoenix to offer a Resignation Agreement. Dr. Phoenix agreed to the terms of the Resignation Agreement and submitted her formal notice of resignation, effective August 29, 2023. Dr. Phoenix noted that she was “truly appreciative of the opportunities that have helped me grow both personally and professionally.”

Recommendation

It is recommended that the Board of Trustees approve the Resignation Agreement between the Board of Trustees of McHenry County College and Dr. Gail Phoenix.



Clinton E. Gabbard  
President

Request to Approve  
Athletic Coach Longevity Increase

Information

Athletic coaches play a vital role in the educational experience of a student athlete, as they responsible for recruiting, retaining, and graduating a talented roster of student athletes. At McHenry County College (MCC), athletic coaches possess a strong understanding of and commitment to academic, personal, and athletic student success. Due to students only having two years of athletic eligibility for NJCAA, community college athletic programs are presented with the constant challenge of building competitive, successful athletic teams. Retaining athletic coaches is critical for both program sustainability and for student athlete academic success.

MCC employes athletic coaches primarily classified as contingent employees without benefits who receive an annual stipend for coaching duties performed. Further investment in our athletic coaches is needed to recognize their efforts in building and maintaining well-established, respected athletic programs. The Athletic Department continues to thrive competitively and academically. The department continues to achieve their academic success goal of a 3.0 GPA.

Moving forward, upon satisfactory completion of their coaching responsibilities, athletic coaches who receive an annual stipend for coaching will be eligible for longevity pay increases as they reach five, 10, and 15 years of service. Most of our athletic coaches have less than five years of coaching at MCC, one coach has reached five years of service, and three coaches have exceeded 15 years at MCC.

Longevity Increase Proposal Beginning in FY 2024:

- 5 Years of Service: \$1,000
- 10 Years of Service: \$3,000
- 15 Years of Service: \$5,000

Recommendation

It is recommended that the Board of Trustees approve the longevity increase proposal for athletic coaches beginning in FY 2024.



Clinton E. Gabbard  
President

Ratification of Hires  
New and Replacement Administrative and Faculty Appointments

Information

At the June 2023 Board Meeting, the Board of Trustees authorized MCC President, Dr. Gabbard, to approve full-time administrative and faculty personnel appointments through August 24, 2023. The following appointments have been approved.

➤ **Instructor, Art History**

The retirement of Amy Ortiz on May 13, 2023 created a vacancy for the faculty position of Instructor, Art History. Lee Stanton has been approved to fill this position effective August 9, 2023. Ms. Stanton has both a Master’s of Fine Arts Degree from Northern Illinois University, and a Master of Arts Degree in Art History from the University of Illinois. She also holds a Bachelor’s of Science Degree from Illinois State University in Art. Her experience is as follows:

1998 - Present	Adjunct Instructor of Art McHenry County College, Crystal Lake, IL
1991 - 1998	Assistant Director Graphic Source Art Gallery, Barrington, IL

Seven applications were received, all met the position minimum requirements, and the search committee interviewed candidates and selected Ms. Stanton.

Contract Placement	Benefit Value	Contract Salary of Previous Employee	Contractual 9-month Salary
Lane IV, Step 15	\$26,233.14	\$111,860.00	\$94,225.15

**Classification:** Faculty/Full-time, 9-month, Exempt

**Position Summary:** MCC instructors are higher education professionals who champion student learning. They engage and inspire students, applying innovative teaching and learning pedagogies to reach a variety of learners. They assess student learning to ensure student success, staying abreast of current and emerging trends in the discipline. Our instructors collaborate within the College as discipline experts, helping the College to reach its strategic goals through active participation in college committees and by promoting the College to future students throughout our community

**Qualifications/Desired Qualifications:**

- Master’s degree in Art History or Art Education with emphasis on college level Art History and demonstrated experience teaching Art History and/or Art Appreciation at the foundations level, preferably in a community college setting.
- Coursework in Renaissance and Modern Art History.
- Understanding of and commitment to community college mission and students.

➤ **Instructor, English**

The retirement of Ted Hazelgrove on May 31, 2023 created a vacancy for the faculty position of Instructor, English. Jennifer Giangregio has been approved to fill this position effective August 9, 2023. Ms. Giangregio has a Master of English Degree from Bowling Green University. She has both a Master of Education Degree and Bachelor's in English from the University of Illinois.

2012 - 2022	Instructor of English Triton College, River Grove, IL
2012 - 2022	Coordinator of Grant Development Joliet Junior College, Joliet, IL

62 applications were received, all met the position minimum requirements, and the search committee interviewed 5 candidates.

Contract Placement	Benefit Value	Contract Salary of Previous Employee	Contractual 9-month Salary
Lane IV, Step 12	\$26,233.14	\$128,520.00	\$88,336.08

**Classification:** Faculty/Full-time, 9-month, Exempt

**Position Summary:** MCC instructors are higher education professionals who champion student learning. They engage and inspire students, applying innovative teaching and learning pedagogies to reach a variety of learners. They assess student learning to ensure student success, staying abreast of current and emerging trends in the discipline. Our instructors collaborate within the College as discipline experts, helping the College to reach its strategic goals through active participation in college committees and by promoting the College to future students throughout our community.

**Qualifications/Desired Qualifications:**

- Master's degree in Writing, Masters in Composition/Rhetoric, or Masters in English (with a significant number of graduate hours in Composition or Rhetoric).
- Experience teaching in higher education with two years teaching composition in higher education preferred.
- Substantial coursework in applied rhetoric and experience and/or training in developmental English preferred.
- Understanding of and commitment to the community college mission including serving diverse student populations.
- Experience in distance learning desirable.
- Experience in collaborating with Student Services/Student Activities desirable.

➤ **Instructor, Biology**

The transition of Marla Garrison from Faculty to Administrator in Fall 2023 created a vacancy for the full-time faculty position of Instructor, Biology. Prarthana Ghosh has been approved to fill this position effective August 9, 2023. Ms. Ghosh has a Phd in Biological Sciences from the University of Alabama, and a Master's in Environmental Science and a Bachelor's of Science Degree in Zoology from Calcutta University. Her experience is as follows:

2019 – 2023	Scientist and Instructor University of Wisconsin, Madison, WI
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2015 – 2018 Postdoctoral Fellow, Department of Entomology  
University of Wisconsin, Madison, WI

2009 – 2014 Graduate Teaching Assistant, Microbiology  
University of Alabama, Tuscaloosa, AL

7 applications were received, all met the position minimum requirements, and the search committee interviewed 1 candidate.

Contract Placement	Benefit Value	Contract Salary of Previous Employee	Contractual 9-month Salary
Lane VII, Step 5	\$26,233.14	\$125,664.00	\$77,547.25

**Classification:** Faculty/Full-time, 9-month, Exempt

**Position Summary:** MCC instructors are higher education professionals who champion student learning. They engage and inspire students, applying innovative teaching and learning pedagogies to reach a variety of learners. They assess student learning to ensure student success, staying abreast of current and emerging trends in the discipline. Our instructors collaborate within the College as discipline experts, helping the College to reach its strategic goals through active participation in college committees and by promoting the College to future students throughout our community.

**Qualifications/Desired Qualifications:**

- Masters degree in Biological Sciences from a regionally accredited college or university with broad-based biology background or advanced degree in related field with at least 18 graduate hours in Biology from an accredited institution.

➤ **Instructor of Business Management and Marketing**

The resignation of Sandy Domalgaski on May 13, 2023 created a vacancy for the full-time faculty position of Instructor of Business Management and Marketing. Carol Gerber has been approved to fill this position effective August 9, 2023. Ms. Gerber has a Master’s of Business Administration from Roosevelt University, Chicago, Illinois and a Bachelor’s in Business Management from Northeastern Illinois University.

2019 – Present Adjunct Instructor of Business  
McHenry County College, Crystal Lake, IL

1979-2018 Regional Business Operations & Facilities Manager  
BMW North America, Schaumburg, IL

28 applications were received and 26 met all met the position minimum requirements, and the search committee interviewed 6 candidates.

Contract Placement	Benefit Value	Contract Salary of Previous Employee	Contractual 9-month Salary
Lane IV, Step 12	\$26,233.14	\$106,148.00	\$88,336.08

**Classification:** Faculty/Full-time, 9-month, Exempt

**Position Summary:** MCC instructors are higher education professionals who champion student learning. They engage and inspire students, applying innovative teaching and learning pedagogies to reach a variety of learners. They assess student learning to ensure student success, staying abreast of current and emerging trends in the discipline. Our instructors collaborate within the College as discipline experts, helping the College to reach its strategic goals through active participation in college committees and by promoting the College to future students throughout our community.

**Qualifications/Desired Qualifications:**

- Master’s degree in Marketing; or M.B.A with 18 graduate credit hours of Marketing; or Master’s in related field with 18 graduate credit hours in marketing
- 2,000 hours of experience in marketing
- Demonstrated experience in technology enhanced instruction.
- The ability to interact with the students and peers in a positive manner
- Demonstrated commitment to professional growth
- Commitment to the mission of the community college and to teaching and motivating community college students in ways appropriate to their diverse backgrounds and learning styles
- Commitment to working with beginning students

➤ **Instructor of Occupational Therapy Assistant Program**

The accreditation standards review created a need for the full-time faculty position of Instructor of Occupational Therapy Assistant Program. Courtney Prange has been approved to fill this position effective August 9, 2023. Ms. Prange has a Master’s of Occupational Therapy from Midwestern University and a Bachelor’s of Biology Degree from St. Mary’s of Notre Dame College.

2022 – Present	Occupational Therapist Round Lake School District 116, Round Lake, IL
2017 – 2022	Occupational Therapist Zion School District 6, Zion, IL
2014 – 2017	Program Director, Occupational Therapy Assistant Program Brown Mackie/Ross College, Davenport, IA

7 applications were received and met all met the position minimum requirements, and the search committee interviewed 5 candidates.

Contract Placement	Benefit Value	Contract Salary of Previous Employee	Contractual 9-month Salary
Lane IV, Step 12	\$26,233.14	N/A	\$88,336.08

**Classification:** Faculty/Full-time, 9-month, Exempt

**Position Summary:** MCC instructors are higher education professionals who champion student learning. They engage and inspire students, applying innovative teaching and learning pedagogies to reach a variety of learners. They assess student learning to ensure student success, staying abreast of current and emerging trends in the discipline. Our instructors collaborate within the College as discipline

experts, helping the College to reach its strategic goals through active participation in college committees and by promoting the College to future students throughout our community.

**Qualifications/Desired Qualifications:**

- Current licensure in Illinois and certified as an Occupational Therapist or an Occupational Therapy Assistant
- Minimum of five years work experience in the field of Occupational Therapy
- Minimum of 3 years postsecondary teaching experience
- Minimum of a master’s degree awarded through an accredited institution by a USDoE-recognized institutional accrediting agency
- Demonstrated commitment to professional growth
- Willingness to use educational technology
- Commitment to the mission of the community college, and to teaching and motivating community college students in ways appropriate to their diverse backgrounds and learning styles

➤ **Associate Vice President of Academic Affairs**

The departure of Gina McConoughey on March 13, 2023, created a vacancy for the Associate Vice President of Academic Affairs. Daniela Broderick has been approved to fill this position effective July 24, 2023. Ms. Broderick has a PhD in Musical Arts, Piano Performance and Literature from the University of Illinois; an MBA from the University of Chicago; a Master of Music in Piano Performance from the University of Colorado, and a Bachelor’s Degree in Music from Federal University of Rio de Janeiro. Her experience is as follows:

2021 – 2023	Dean of Arts and Humanities McHenry County College, Crystal Lake, IL
2020 – 2021	Director of Operations & Public Relations Strut Learning, Chicago, IL
2017 – 2020	Consulting Associate Grenzebach Glier and Associates, Chicago, IL

35 applications were received, 35 met the position minimum requirements, and the search committee interviewed 12 candidates.

Pay Grade	Minimum Salary	Midpoint Salary	Maximum Salary	Benefit Value	Salary of Replaced Employee	12- Month Salary
A7	\$123,527.75	\$152,035.38	\$180,543.00	\$26,233.14	\$133,469.57	\$127,596.00

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

**Position Summary:** Under the direction of the Vice-President of Academic Affairs and Workforce Development (VPAAWD)/CAO, the Associate Vice-President of Academic Affairs (AVPAA) provides leadership support to advance student learning and success, equity, and continuous improvement in a collaborative environment. The AVPAA will champion student learning by providing administrative

leadership in the planning, implementation, and evaluation of the instructional and academic support programs of the College. Working closely with the VPAAWD/CAO, the AVPAA will also oversee academic support areas and lead a variety of college-wide initiatives. The AVPAA is the operational arm of the division and will work closely with deans, staff, administrators, and faculty to ensure that the College meets all curriculum offerings and requirements, assessment, accreditation, contractual obligations, and strategic goals.

**Qualifications/Desired Qualifications:**

- Master’s degree from a regionally accredited institution in one of the division’s disciplines
- Evidence of increasing levels of administrative responsibilities
- Evidence of effective, data-driven project management experience
- Experience with employee supervision and evaluation
- Three years of leadership experience directly managing employees

**Desired Qualifications:**

- Doctorate degree from a regionally accredited institution
- Five years’ full-time college teaching experience at the community college level

➤ **Executive Director of Workforce Development**

The restructuring of Workforce Development created a new role for the Executive Director of Workforce Development. Jacob Homuth has been approved to fill this position effective July 31, 2023. Mr. Homuth has a Bachelor’s Degree in Law Enforcement and Justice Administration from Western Illinois University, Macomb, IL. His experience is as follows:

2022 – Present	Coordinator of Career Training Programs McHenry County College, Crystal Lake, IL
2019 – Present	Property Manager Brink Properties, Woodstock, IL
2018 – 2019	Child Protection Investigator Illinois Department of Child Family Services, Chicago, IL

35 applications were received, all met the position minimum requirements, and the search committee interviewed 6 candidates.

Pay Grade	Minimum Salary	Midpoint Salary	Maximum Salary	Benefit Value	Salary of Replaced Employee	12- Month Salary
A4	\$85,522.11	\$114,027.47	\$142,532.4	\$26,233.14	N/A	\$100,000.00

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

**Position Summary:** This critical and dynamic college position serves as an advocate for workforce, noncredit, and community programs and activities. We’re looking for an engaging leader and partner who has enthusiasm for managing and working collaboratively with all areas of the College, as well as with industry leaders to create and offer innovative programming that will grow revenue and make McHenry County stronger.



**Qualifications/Desired Qualifications:**

- Bachelor’s Degree from a regionally accredited institution
- Experience in program development and implementation
- Experience in budgeting and expense projection
- Experience in program evaluation
- Two years of leadership experience either in directly managing employees or in a project management role

**Desired Qualifications:**

- Master’s Degree from a regionally accredited institution
- Community college and training experience

➤ **Assistant Vice President of Enrollment Services**

The realignment of Student Affairs led to the newly created role of Assistant Vice President of Enrollment Services position. Amy Carzoli has been approved to fill this position effective July 31, 2023. Ms. Carzoli has a Master’s of Business Administration from Aurora University and a Bachelor’s Degree from Northern Arizona University in Business Administration and Marketing. Her experience is as follows:

2019 – Present                      Director of Enrollment Services  
McHenry County College, McHenry, IL

2013 – 2019                         Senior Director of Enrollment  
Aurora University Woodstock Center, Woodstock, IL

Pay Grade	Minimum Salary	Midpoint Salary	Maximum Salary	Benefit Value	Salary of Replaced Employee	12- Month Salary
A6	\$104,385.26	\$132,961.59	\$161,537.93	\$26,233.14	N/A	\$122,000.00

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

**Position Summary:** The Assistant Vice President of Enrollment Services is a strategic thought leader helping achieve MCC’s enrollment goals and implementing the College’s strategic enrollment management efforts. The position leads the integrated delivery of enrollment-focused functions including recruitment, admissions, financial aid, orientation, advising, registration, student accounts, and testing services while assuring delivery of positive, student-centered services. Assist with the planning and implementation of initiatives for the Division of Student Affairs.

**Qualifications/Desired Qualifications:**

- Master’s degree from a regionally accredited institution
- Three years of student services leadership experience in higher education
- Evidence of increasing levels of administrative responsibilities

**Desired Qualifications:**

- Verbal and written fluency in Spanish
- Community College experience

➤ **Director of Food Services**

The retirement of Sandy Johnston on June 1, 2023, led to a vacancy for the Director of Food Services position. Kurt Kurlek has been approved to fill this position effective August 14, 2023. Mr. Kurlek has an Associate’s in Culinary Management from Elgin Community College. His experience is as follows:

- 2021 – Present                      General Manager  
Sodexo- Geneva School District, Geneva, IL
  
- 2021 – Present                      Chef Instructor  
Elgin Community College, Elgin, IL
  
- 2017 – 2021                          Retail/Catering Manager  
Morrison Healthcare/Delnor Hospital, Geneva, IL

20 applications were received, all met the position minimum requirements, and the search committee interviewed 9 candidates.

Pay Grade	Minimum Salary	Midpoint Salary	Maximum Salary	Benefit Value	Salary of Replaced Employee	12- Month Salary
A2	\$66,515.53	\$95,021.64	\$123,527.75	\$26,233.14	\$92,181.41	\$75,000.00

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

**Position Summary:** Through exemplary leadership and service practices, MCC’s Director of Food Services is committed to providing high-quality food options, exceptional service delivery, food safety, and value for the College. This customer-facing hospitality role has the exciting responsibility to plan, prepare, and provide food service options for MCC’s key internal and external stakeholders (students, employees, community members). A creative, communicative, friendly, and cooperative focus is critical to the success of this position, as there are significant collaboration opportunities with various college partners, such as Conference and Event Services/Catering, Student Affairs, and Facilities.

**Qualifications/Desired Qualifications:**

- Associate’s degree from a regionally accredited institution or equivalent experience in a related field.
- Five or more years related experience in food service, catering, and/ or the hospitality/restaurant field.
- Two years of leadership experience either in directly managing employees or in a project management role.
- Illinois Food Service Management Sanitation Certificate must be earned and maintained.
- A combination of experience, education, and certifications will all be considered.

**Desired Qualifications:**

- Bilingual
- Bachelor’s Degree in Culinary Arts, Food Science, Restaurant Management or similar related field.

➤ **Director of Innovation – Liebman Science Center**

The building of the Liebman Science Center created an opportunity for a Director of Innovation to grow the Center. Marla Garrison has been approved to fill this position effective August 28, 2023. Ms. Garrison has a

Master’s of Science in Biology from Illinois State University and a Bachelor’s Degree in Biology from North Central College. Her experience is as follows:

- 2000 – Present                      Instructor of Biology  
McHenry County College, Crystal Lake, IL
  
- 1994 – Present                      Instructor of Biology  
Waubensee Community College, Sugar Grove, IL

Pay Grade	Minimum Salary	Midpoint Salary	Maximum Salary	Benefit Value	Salary of Replaced Employee	12- Month Salary
A4	\$80,302.45	\$107,068.05	\$133,833.65	\$26,233.14	N/A	\$100,000.00

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

**Position Summary:** The Director of Innovation for the Liebman Science Center (LSC) drives future inquiry, endeavors, and innovation in science throughout the community. This aspirational and inspirational position develops, grows, and sustains the LSC as the connection center/hub for scientific inquiry, innovation, learning, and progress throughout McHenry County’s community and the region. Key responsibilities include public engagement, event programming, and cross-disciplinary comprehensive integration of relevant science topics into everyday life, focusing on current and future advances in all content areas. The Director of Innovation for the Liebman Science Center creates a culture of innovation, encouraging campus and community members to engage and contribute to a better, healthier, and happier future.

**Qualifications/Desired Qualifications:**

- Master’s Degree in a science-related field from a regionally accredited institution
- 10+ years relevant experience in a science-related field
- Experience in program development and implementation
- Experience in research and teaching within a science-related program area
- Experience in budgeting and expense projection

**Desired Qualifications:**

- Community college teaching or research experience

Recommendation

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



Clinton E. Gabbard  
President

## New Employees

Information

The following list identifies new employees or those who have transferred to another position at McHenry County College.

Classification	Start Date	Employee Name	Primary Position	Position Status
CON	7/17/2023	Ramsey El Lethy	Tutor- Mathematics	R
STA	7/17/2023	Kruti Parikh	Academic Advisor	R
STA	7/17/2023	Kayla Toussaint	Student Success Coach	R
CON	7/17/2023	Chase Lotito	Tutor - Mathematics	R
ADM	7/24/2023	Daniela Broderick	Associate Vice President of Academic Affairs	T
STA	7/31/2023	Estaban Trejo	Academic Advisor	R
ADM	7/31/2023	Jake Homuth	Executive Director of Workforce Development	T
CON	7/31/2023	Colleen Mirza	Tutor - Biology	R
ADM	7/31/2023	Amy Carzoli	Assistant Vice President of Enrollment Services	T
ADM	8/7/2023	Christina Coclanis-Loding	Dean, Math, Science & Health	T
STA	8/7/2023	Hafsa Ghafoor	Administrative Assistant II, Adult Education	R
STA	8/7/2023	Stephanie Clay	Preschool Teacher	R
STA	8/7/2023	Ashley Andersen	Preschool Teacher Assistant	R
CON	8/7/2023	Felicia Bellinger	Tutor - Biology	R
STA	8/9/2023	Julia Baser	CTE Development Coordinator	A
FAC	8/9/2023	Prarthana Ghosh	Instructor of Biology	R
FAC	8/9/2023	Jennifer Giangrego	Instructor of English	T
FAC	8/9/2023	Lee Stanton	Instructor of Art	T
FAC	8/9/2023	Courtney Prange	Instructor of Occupational Therapy Assistant Program	N
FAC	8/9/2023	Carol Gerber	Instructor of Business & Marketing	T

CON	8/11/2023	Nick Robison	Embedded Tutor, Mathematics	N
ADJ	8/10/2023	Antonio Iacopino	Instructor of Spanish	R
ADJ	8/10/2023	Jennifer Saldana	Instructor of Health Information Management	R
ADJ	8/10/2023	Tatiana Enders	Instructor of Health and Fitness Education	R
ADJ	8/10/2023	Cheryl Kordik	Instructor of Chemistry	R
ADJ	8/10/2023	Anthony Huemann	Instructor of Fire Science	R
ADJ	8/10/2023	Hunter Davidson	Instructor of Philosophy	R
ADJ	8/10/2023	Angelos Varagiannis	Video Production Instructor	R
ADJ	8/10/2023	Marlon Rodas	Marketing Instructor	R
ADJ	8/10/2023	Stephen Lane	Instructor of Accounting	R
ADJ	8/10/2023	Brandon Lindgren	Instructor of Psychology Clinical	R
ADJ	8/10/2023	Kenneth Snow	Instructor of Emergency Medical Services	R
ADJ	8/10/2023	Ian Harr	Instructor of Accounting	R
ADJ	8/10/2023	Ted Prater	Instructor of Web Development	R
ADJ	8/10/2023	Josh Sukow	Instructor of Speech	R
ADJ	8/10/2023	Kevin McGovern	Instructor of Speech	R
ADJ	8/10/2023	Jessica Whitcomb	Instructor of Spanish	A
ADJ	8/10/2023	Andrea Murray	Instructor of Culinary/Pastry	R
ADJ	8/10/2023	Scott Smith	Instructor of Paralegal Studies	R
ADJ	8/10/2023	Lisa Brncich	Instructor of Early Childhood Education	R
ADJ	8/10/2023	Rahmi Aoyama	Instructor, Adult Education	R
ADJ	8/10/2023	Jacob Bond	Instructor, Network Security	R
ADM	8/14/2023	Kurt Kurlek	Director of Food Services	R
ADJ	8/16/2023	Sheila Crotty-Kagan	Adjunct Instructor MCC 101&102	R
CON	8/18/2023	Carla Welsh	Tutor - Early Childhood Education	R
CON	8/18/2023	Samantha Guiwargis	Tutor - Chemistry	R

STA	8/21/2023	Shay Cooper	Academic Support Coach	R
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***Through August 16, 2023***

\*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	7/13/2023	Alena Hansen	Program Assistant, Pathways to Success
ADM	7/27/2023	Mary Locher	AVP, Finance
STA	8/18/2023	Cathy Abraham	Coordinator of Accommodations
ADM	8/26/2023	Marlene Vogt	Director, Occupational Therapy Assistant Program
ADM	8/29/2023	Gail Phoenix	Vice President, Human Resources

***Through August 16, 2023***

## Friends of MCC Foundation Update

### **Fall 2023 Scholarships Update**

A Foundation record 400 scholarships were awarded for Fall 2023 totalling \$309,000. Applications for the Spring 2024 semester will open September 1, 2023.

### **New Scholarship**

The Brilliance Honda Ben Mennella Memorial Scholarship was recently established by Brilliance Honda owner, Kevin Keefe. Five \$1,000 awards were given to MCC automotive students for the Fall 2023 semester. This will be an ongoing annual scholarship.

### **Education to Empowerment**

Education to Empowerment (E2E) held its Summer Scholarship Event on July 27 at Lincoln Farmstead in Huntley. 95 guests attended the event which celebrated 10 new scholarship recipients. The new recipients include Sophya Anbar, Kathleen Escobar, Ximena Garcia Esparza, Laura Gomez-Esparza, Megan Gordon, Elle Lagerstrom, Arriana Reynolds, and Lacey Shaffter. To date, Education to Empowerment has awarded \$620,000 to 67 women.

E2E will host the 3<sup>rd</sup> annual Women's Fall Luncheon, EmpowHER, on Thursday, September 28 at The District in Richmond, IL. This event is open to the public and raises funds for the E2E scholarship. Tickets are \$55 and available at [www.mchenry.edu/rsvp](http://www.mchenry.edu/rsvp).



*Pictured above: 2023 E2E scholarship recipients.*

### **IME Becas Grant**

The Consulate of Mexico in Chicago awarded the Foundation a \$6,000 grant for IME Becas (Scholarships). As part of the grant, the Foundation agrees to match the award. 12 scholarships in the amount of \$1,000 will be awarded to MCC students of Mexican decent. The funds can be used towards tuition, books, and fees. This is the fourth consecutive year the Foundation has received this grant.

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

The Friends of MCC Foundation Board welcomed Mary Catherine Schultz and Christopher Merrell as new directors at its August 9, 2023 Board meeting. Mary Catherine Schultz BSN, RN is the Cardiac Manager at Advocate Good Shepherd Hospital. Christopher Merrel is the CTO at MBI Staffing in Woodstock. Both Ms. Schultz and Mr. Merrell bring a wealth of unique experience and expertise to the Foundation Board.

The Foundation Board will host a Board and Committee Appreciation Event on Thursday, September 14 from 5-7 p.m. at Kishwaukee Brewing in Woodstock.



### **MCC Community Block Party**

The first ever MCC Community Block Party was held on Sunday, July 30, 2023 at Sew Hop'd Brewery in Huntley. This new community event raised funds for the Student Success Fund and celebrated the many MCC alumni in our community. The event featured live music by Cornelius & the Sled Dogs, David's House, and Renegade Wildflower. Food trucks from Del Toro Tacos, Big E BBQ, and Kona Ice provided delicious food. Children's activities were presented by MCC's Kids and College program, and a market stand was hosted by MCC's Center for Agrarian Learning. The Chuck and Helen Ruth Family generously sponsored the event. Hundreds of guests attended, and over \$2,000 was raised for the Student Success Fund. In addition to raising funds, the MCC Alumni Association hosted a table and connected with many local alumni.



Save the date for the Second Annual MCC Community Block Party to be held at Sew Hop'd on Sunday, July 28, 2024.

### **2023 President's Dinner**

Save the date for the MCC President's Dinner, which will take place on Friday, October 27 on MCC's Crystal Lake main campus. Additional details will be released soon.

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

**GRANTS AWARDED:**

<b>Funding Source</b>	<b>Brief Description</b>	<b>Amount Funded</b>	<b>Project Director</b>
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.	\$85,000	Delia Rodriguez, Director of Adult Education
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.	\$337,549	Daniela Broderick, Associate Vice President of Academic Affairs
ICCB Pipeline for the Advancement of Healthcare (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.	\$605,145	Daniela Broderick, Associate Vice President of Academic Affairs
IBHE Illinois Cooperative Work Study Grant	The Cooperative Work Study program helps underwrite the cost of wages for students completing internships. Funding allows a broad range of employers to participate, providing students with the opportunity for career-based work experience.	\$50,000	Amy Neff, Coordinator of Career Services
Illinois Green Economy Network (IGEN)	MCC requested reimbursement for the installation of LED lights across campus (replacing fluorescent bulbs) to increase energy efficiency.	\$15,744	Kim Hankins, Director of Sustainability
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.	\$6,000	Brian DiBona, Executive Director of Friends of McHenry County College Foundation

Funding Source	Brief Description	Amount Funded	Project Director
ICCB Early Childhood Access Consortium for Equity (ECACE)	MCC is entering the third year (of three) of the ICCB ECACE program. The goal of the ECACE program is to increase the number of students completing Early Childhood Education programs while also enhancing the equity and accessibility of programs. MCC's project has provided significant support in the form of coaching, scholarships, course materials, and other wraparound services.	\$352,199	Dawn Katz, Dean of Business, Social Sciences, and Public Services

**PENDING APPLICATIONS**

Funding Source	Brief Description	Amount Requested	Status	Expected Notification
ICCB Adult Education and Literacy Grant (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.	\$699,628	Pending	August
ICCB Integrated English Language 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.	\$19,000	Pending	August
Motorola Solutions Foundation	MCC was invited to submit a full application for a third year of funding to provide scholarships for marginalized students in MCC's Criminal Justice, Fire Science, and Emergency Medical Services programs.	\$35,000	Pending	August
Ellucian Progress, Accomplishment, Thriving, Hope (PATH) Scholarship	This grant provides funds to award scholarships of \$1,500 to students at public two-year institutions with demonstrated financial need. Students may use the funds for academic or living expenses that contribute to their ability to complete a degree.	\$25,000	Pending	September
Patriot Run 5K	MCC requested funding to support student veterans/the Student Veterans Resource Center.	\$1,500	Pending	September

Funding Source	Brief Description	Amount Requested	Status	Expected Notification
William Blair Foundation	MCC requested funding to purchase instructional equipment for the Art and Speech Departments to enhance student engagement and improve programming.	\$24,920	Pending	October
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.	\$50,231	Pending	October
Lavin Family Foundation	MCC requested funding for scholarships and to purchase toolboxes to support students in the non-credit Motorcycle Technician Training Program.	\$15,000	Pending	October
Gene Haas Foundation	The Foundation’s primary goal is to build skills in the machining industry by providing scholarships for credit and noncredit CNC machine technology students. Award amounts are determined by the Foundation; MCC received \$8,000 in October 2021.	TBD	Pending	October
First National Bank of Omaha Impact Grant	Support from this grant will allow MCC to expand Small Business Development Center services specifically targeted to women and Hispanic business owners, including additional counseling, classes, and roundtable discussion groups.	\$25,000	Pending	November

**APPLICATIONS IN DEVELOPMENT**

Funding Source	Brief Description	Estimated Request	Status	Application Due Date
Brookhill Foundation	MCC was invited to apply for support of training programs offered by the Center for Agrarian Learning. If awarded, grant funds will help CAL expand their existing Midwest Cut Flower School into other topic areas, such as Midwest Apple Grower School or similar.	\$70,000	In development	August 18, 2023
Illinois Green Economy Network (IGEN)	MCC is developing an application for a new Building Automation System (BAS) to be installed in the Foglia CATI. The BAS will include	\$200,000	In development	September 1, 2023

Funding Source	Brief Description	Estimated Request	Status	Application Due Date
	extra monitoring and display options so that it can be used in hands-on training opportunities for students in the HVAC program.			
Gerry and Bill Cowlin Foundation	The Friends of MCC Foundation is seeking continued support for the Student Success Fund (SSF). The SSF helps MCC students by providing immediate financial support to help address emergency expenses.	\$7,600	In development	September 1, 2023
Climate and Equitable Jobs Act (CEJA)	MCC is considering several partnership opportunities to apply for a grant in collaboration with other organizations. CEJA’s overall goal is to incentivize renewable energy development, support communities facing energy transitions, and create statewide clean energy workforce training programs.	TBD	Under consideration	September 1, 2023
Chicago Community Trust	Food:Land:Opportunity, funded through the Searle Funds at the Chicago Community Trust, will provide operational support to the Center for Agrarian Learning.	\$200,000	In development	September 11, 2023

**APPLICATIONS DENIED:** None.

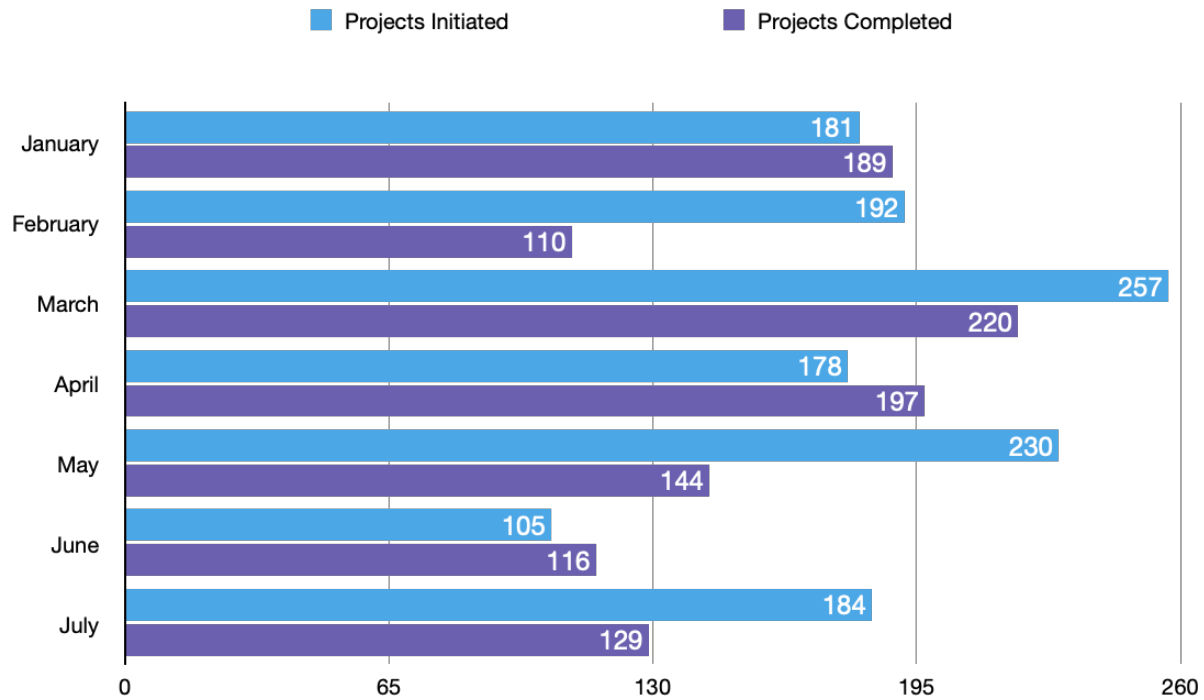
### Office of Marketing and Public Relations Update

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
- 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:**

- Visix digital signage implementation, design, and training
- University Center branding and promotion
- Aurora University enrollment promotion
- Experts and Insights Faculty Speaker Series promotion
- Noncredit and workforce marketing strategy audit

**Monthly Releases and Features\***

The following releases and feature stories were submitted to local and regional media outlets from June 29, 2023—August 9, 2023.

- Friends of McHenry County College Foundation Golf Invitational Raises \$122,000 for Student Scholarships
- McHenry County College, University of Illinois Extension Master Gardeners to Host Annual Garden Walk on July 8
- MCC to Host Community Block Party July 30 at Sew Hop'd
- Registration Open for Fall Classes at MCC
- Exhibitor and Sponsor Registration Open for MCC's Green Living Expo
- McHenry County College Epping Gallery to Feature Work by Local Artist Karl Jahnke

*\*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)

Program Update

**Snoop Tour**, Lovefood Farm – Stoughton, Wisconsin (August 6)

This was a field day put on by partner organization Angelic Organic Learning Center. CAL arranged for an MCC van to shuttle attendees interested in a shared ride, but only one person registered. The van was cancelled, but the event was still well attended. The CAL director attended and promoted MCC programs to attendees.

**Tuesday Twilight Tour** – MCC Student Farm (August 22)

Free public tour at 5pm and 6pm, led by CAL team and Rich Tobiasz with a focus on specialty crops. No registration is required so at this writing we do not know how many will attend. A full report will be in next month's Board Report.

**McHenry County Farm Stroll** (September 24)

CAL is on the executive committee along with McHenry County Farm Bureau, U of I Extension, planning this event and also as a sponsor. This year, the MCC Student Farm is one of the 12 farms featured on the Stroll. We are beyond excited to be involved and it will provide excellent visibility for our agriculture programs.

**Soil Health Seminar and Farm Tour** (October 8)

This two-part day has become a staple CAL program, with a seminar in the morning on soil structure and strategies, and an afternoon farm tour to see application of certain strategies on a local farm.

**Carrot Trial and Tasting**

We were selected to participate in a carrot trial spearheaded by the Organic Seed Alliance (national organization). On the MCC Student Farm, we just planted six orange carrot varieties and seven colored carrot varieties, per the parameters of the trial. CAL will organize a "carrot talk" to share the findings and a tasting for area farmers in late October.

**Value Added Workshops**

CAL recently received the green light to offer food entrepreneurship workshops in the MCC Culinary Kitchen. Two workshops are planned for Saturdays in late October and early November, to teach both the production and marketing of things like pickles, fermented vegetables, and fruit juices. More specifics to come.



### CAL Funding Update

The Center for Agrarian Learning was awarded \$72,000 just this week to fund “**Midwest Schools: Intensive Learning Experiences for Farmer Success.**” The goal is to offer one, two-day weekend intensive per year for the next three years. These will be modelled after the Midwest Cut Flower School offered in March of this year, which demonstrated demand for this format of in-depth learning. This funding will allow us to develop additional Schools, on different topics, and also offer significant scholarships to both MCC students and area farmers who wish to attend.

### Entrepreneurial Agriculture and MCC Student Farm update

We continue to track sales at the Tuesday farm stand in the MCC Café, as well as pounds of produce donated to PADS in McHenry and to the Crystal Lake Food Pantry.

Our two Advanced Agriculture interns (a required course for the Entrepreneurial Agriculture degree) finished up their course and work on August 4. One student did a project on growing and selling beets, the other on growing and selling lettuce. Each student follows one crop from “seed to sales” and presents the process in a final presentation.

A total of 15 students are enrolled this fall in the Introduction to Agriculture course, which is usually the first course they take in pursuit of either the degree or a certificate.

## Sustainability Center Update

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

Thanks to assistance from the Marchi Family fund, three waste/recycling stations were purchased and placed in the CoLabs in Buildings A, B and E in July 2023.

Registration for 15<sup>th</sup> annual Green Living Expo on November 4, 2023, is currently underway. New this year at the Expo will be a student sustainability research forum which will showcase area college and university research projects. Solar energy companies, E-bike rides, zero-waste food trucks and more will be available for the public to enjoy and experience. More information and registration information are available at [www.mchenry.edu/greenexpo](http://www.mchenry.edu/greenexpo).

MCC received reimbursement grant from the IL Green Economy Network (IGEN) in July 2023 for \$15,743.80. These funds were requested to offset the purchase of LED lighting for three buildings on main campus. The installation of LED lighting is an ongoing process across campus significantly improves energy efficiency and decreases MCC's energy footprint.

The MCC Sustainability Center was a co-sponsor with the Environmental Defenders of McHenry County for the Listen, Lead, Share event on July 25, 2023. Brian Urbaszewski, Director of Environmental Health Policy for the Respiratory Health Association, provided a presentation on diesel pollution, what is happening at the state and federal level and what the public can do to protect their own health and community. Questions and discussion followed the presentation.

MCC joined a compost education pilot project called Race to Reduce Waste sponsored by the Waste Reduction team from the Environmental Defenders of McHenry County. In April and May 2023, MCC cafe joined 10 restaurants to measure compost collected and promote compost education in June and July. In total, the project collected and diverted 4,811 pounds of food waste from landfills. MCC has continued to work with the project's compost hauler and known as WasteNot. Since late May 2023, MCC has diverted 1,169 pounds of food waste from the landfill. Our composting efforts are equivalent to driving 1,159 miles and 52 gallons of gas have been offset by diverting food scraps from the landfill by using WasteNot's fleet of electric vehicles to transport the compost.

The Sustainability Center was delighted to participate in the New Student Orientation Engagement zone for all events held throughout the summer. Once again, the Orientation team is to be recognized for their commitment to sustainability by using no single use plastics and providing recycled content backpacks and reusable water bottles to the new students attending orientations.

The ReUse It corner repurposed approximately \$1,572.94 worth of gently used office and school supplies in June and July 2023. Seventy-three people found uses for over 350 items this summer.

The MCRide/MCC partnership had 345 riders in June and July 2023.

The Sustainability Center would like to recognize and thank Gena Denkov for her excellent work as Sustainability Center Student Assistant this past academic year. We wish her well at Southern Illinois University.

## Workforce Development Update

This month's Workforce Development Update celebrates the program growth and success stories, and connections to career pathways made by the Kids and College program during Summer 2023.

**Kids and College Summer 2023 Recap**

The Kids and College Program, completing its second year under the direction of the Office of Community Education within the Workforce Development Division, held its annual summer program June 5 through July 27, 2023. The summer program provides a variety of, hands-on, classes (in science, technology, manufacturing, art, writing, culinary, and more) for students in grades K-9 and introduces them to exciting career paths, helps them learn new skills, and expands their knowledge and interests.

After a successful return to in-person programming in Summer 2022, the program was able to capitalize on last year's successes by continuing the momentum into Summer 2023. With improvements to registration and communication processes, and overall positive responses from campers and their families, the summer program experienced a significant increase in registrations and class offerings.

**Class Offerings and Enrollment**

There was an increase in the number of class offerings for Summer 2023 from 50 in 2022 to 65 in 2023. These additions included culinary classes, new art and science classes, and theatre camps. Some of these new classes included Creativity Kitchen (which featured an expanded partnership with Prairie Ridge High School), Cookie Making with Tada Cookies, Managing Your Money, Flipbook Animation, Rising Star Theatre Camps, Natural Disasters, Icky Goey Art, Environmental Explorers, Miniature World, and Magical

Beasts and How to Make Them. MCC welcomed back several popular classes including Welding Camp, Game Design, Junior Science, Rocket Science, Minecraft, and Honeybees, to name a few.





The Kids and College team was thrilled to see a significant increase in total registrations for the summer program. The program welcomed almost 850 campers which was an 83% increase in registrations over summer 2022. The increase in registrations can be attributed to the increase in advertising/marketing through radio, social media, and spotlights on the community education mailings/emails, word of mouth from current and past campers, families, and MCC employees, sponsorships at special community events, and attending multiple family events at area schools by the Kids and College team.



### Instructors

This summer MCC welcomed 18 instructors who provided a positive and engaging experience for the campers. Many instructors taught multiple classes throughout the summer. MCC welcomed six new instructors, which created more opportunities to expand programming. Many of these new instructors were familiar with the Office of Community Education as they also serve as instructors for both the Personal Development Program and Retired Adult Program.

### Instructor Profile

First-time Kids and College instructor, Ann Leslie, is no stranger to MCC. Ann has taught for the Office of Community Education for many years. This summer, Ann brought her experience working with youth programs to the Kids and College Program. Ann, who is known for her enthusiasm and passion in the classroom, became a popular and beloved instructor this summer by many of our campers, camp counselors, and fellow camp instructors. Ann taught art, science, and literature classes, including the popular Icky Goopy Art and Magical Beasts and How to Make Them classes. Campers are looking forward to her classes next year.



### Partnerships

For the second year, MCC continued its partnership with the National Inventors Hall of Fame by offering Camp Invention®, a nationwide STEM program for students in grades K-6. Camp Invention® is a four-day creative and open-ended learning camp that included a rotation of four adventures – MimicBot™, Catching Air™, Invention Celebration™, and Pop-Up Venture™. This summer, MCC had 75 campers register for the camp, which was a 50% increase over 2022's registrant numbers.

This year's Welding Camp received a financial boost from the Foundation of the Fabricators and Manufacturers

Association, International (FMA) by receiving a Nuts, Bolts, and Thingamajigs (NBT) grant. This funding improved the camp by adding more welding camp counselors and purchasing new welding tools and supplies. Campers had the opportunity to learn to weld and create their own belt buckle. MCC is appreciative of this longstanding and continued partnership with FMA and NBT.

**The Community Education team is proud of feedback received from Summer 2023 campers' families:**

- “Honestly, you should make a course for adults who want to offer kids’ camps and show them how it’s done. You are the best kept summer camp secret in the county!”
- “You and your team are killing it over there on this summer program. There aren’t many kids’ organizations that can deliver content, communication, and then execute well. Most get one, maybe get 2. Not many get 3. You’re killing it on all 3.”
- “Your content is top notch, and so so so cool for the kids. Your parental communication is timely, consistent, and clear. And your execution is incredible - things start on time, end on time. Pickup and drop-off are painless.”
- “But thank you, thank you, thank you, for your incredible program. We’ve referred more than a few families, and I’ve only heard positive feedback from them as well.”

**Expanded Programming**

The glowing response by this summer’s campers and their families is a testament to the office’s goal of providing a high-quality program for the community. This team is looking for more ways to continue to improve the summer program for 2024, where the focus will be on continuing to align with MCC career pathways, while maintaining current partnerships.

The Kids and College Program is working to expand its programming to provide offerings in the Fall and Spring. These includes classes in the areas of art, science, and technology such as Minecraft, Pixelated Art, and cookie decorating.

