

REVISED
BOARD OF TRUSTEES
McHENRY COUNTY COLLEGE DISTRICT #528

March 24, 2011
Regular Board Meeting
7:00 p.m.

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

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. MISSION STATEMENT
5. ACCEPTANCE OF AGENDA
6. ACCEPTANCE OF MINUTES: Regular Board Meeting, February 24, 2011
7. OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS
Three (3) minutes per person or less.
8. BOARD COMMITTEE REPORTS
 - A. Finance Committee
 - B. Facilities Planning Committee
 - C. Committee of the Whole
9. ICCTA REPORT
10. FRIENDS OF MCC FOUNDATION REPORT
11. PRESIDENT'S REPORT
12. PRESENTATION
Mercy Health System, Mr. Rich Gruber, Vice President
13. COMMUNICATIONS
 - A. Faculty Report
 - B. Adjunct Faculty Report
 - C. Staff Council Report
 - D. Student Trustee Report
 - E. Attorney Report
14. APPROVAL OF CONSENT AGENDA
For Approval
 - A. Executive Summary, Board Report #11-36
 - B. Financial Statements
 1. Treasurer's Report, Board Report #11-37
 2. Ratification for Payment of Voucher #1030 - \$2,000,500.61, Board Report #11-38

REVISED

- C. Requests to Purchase/Replace/Renew
 - 1. Additional Hosting Services for ANGEL Learning Management System, Board Report #11-39
 - 2. Diploma Paper and Covers for Graduates, Board Report #11-40
 - 3. Employee Appreciation and Recognition Reception Banquet Services, Board Report #11-41
 - 4. Enterasys Network Equipment Maintenance, Board Report #11-42
 - 5. Enterasys Network Switches, Board Report #11-43
 - 6. Printing for *Voices 2011* Literary Magazine, Board Report #11-44
 - 7. Retail Electric Supplier Agreement, Board Report #11-45
 - 8. URSA Software Maintenance Agreement, Board Report #11-46
 - 9. Windows and Apple-based Desktop/Laptop Computers, Board Report #11-47
- D. Destruction of Recordings of the Closed Sessions of the June 22, 2009 Committee of the Whole Meeting, the August 18, 2009 Special Board Meeting, and the August 27, 2009 Regular Board Meeting, Board Report #11-48
- E. ICCTA Outstanding Faculty Member Award, Board Report #11-49
- F. Approval of Laboratory, Computer Usage, and Technology Fees for FY 2012, Board Report #11-50
- G. Personnel
 - 1. Personnel Adjustments for Fall 2010 Transfer and Occupational Courses, Board Report #10-174, Addendum
 - 2. Personnel Adjustments for Spring 2011 Transfer and Occupational Courses, Board Report #11-12, Addendum
 - 3. Continuing and Professional Education Personnel Considerations for Spring 2011, Board Report #10-266, Addendum
 - 4. Appointment of New Instructor of Biology, Board Report #11-51
 - 5. Appointment of Replacement Communications Technician, Conference Center, Board Report #11-52
 - 6. Appointment of Replacement Nursing-Lab Instructor, Board Report #11-53

15. ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

16. ADOPTION OF RESOLUTION, MERCY HEALTH SYSTEM

17. TUITION AND FEES, Board Report #11-54

18. CULINARY MANAGEMENT/CAFETERIA PROJECT, Board Report #11-55

19. DISCUSSION ON PUBLICATION OF W2s AND TOTAL COMPENSATION

20. DCEO LIGHTING GRANT, Board Report #11-56

21. INFORMATION REPORTS

- A. ERP Update
- B. ICCTA Paul Simon Student Essay Contest
- C. MCC Rebranding Effort
- D. Distributed Press Releases

22. SUMMARY COMMENTS BY BOARD MEMBERS

23. FUTURE AGENDA ITEMS

24. CLOSED SESSION

25. ACCEPTANCE OF CLOSED SESSION MINUTES: Regular Board Meeting, February 24, 2011

26. ADJOURNMENT



Mary Miller
Chair



Foundation Update
Board of Trustees Meeting
March 24, 2011

Scholarships

- The Fall 2011 scholarship booklet has been completed. All scholarships presented in the booklet are also presented on-line. We are offering 35 scholarships valued at over \$43,000.00.

Gifts

- The Foundation has been notified we will be receiving a \$50,000.00 planned gift. We have also been notified we will be receiving a home and contents as Legatees of an estate in McHenry County.

Events

- The Take a Walk in Her Shoes Ball was held at the Holiday Inn, March 11, 2011. There were 260 attendees at this year's event.
- The Golf Invitational committee is focusing ticket sales, and securing auction items for the 2011 event which will be held at Turnberry Country Club, Friday, June 10.
- We are working with OMPR, and Emily Smith, coordinator of Service Learning and Volunteerism, on details for a congratulatory event for Promise students either graduating or having completed their four semesters in the program. The event will be held at MCC on Friday, May 13. Details of the event will be in place by mid-April.

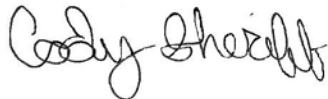
Projects

- Now that the Shoe Ball has been held, we will begin working on the accounting project again. Our goal is to have the project completed by the end of April.
- New MOU's have been designed for all annual scholarships; and new award profiles and agreements for all endowed scholarships. We are now in the process of organizing the information for each scholarship; after which, we will schedule individual meetings with all donors.
- We are currently organizing all notification letters to be sent to all endowment donors. Each letter will contain all current, detailed information relating to the specific scholarship. This project will be completed by the end of April.

Student Trustee Report

On Saturday, March 5th, 42 students participated in the iLead conference at McHenry County College. The conference theme was "*Taking Action in My Life to Benefit Our Community*" and was organized by students in Advanced LEAD; a Student Life leadership program. While at the conference, students enjoyed a riveting keynote speech given by Catherine Jones, Executive Director of the Shah Center regarding building community through service. They also attended breakout sessions where students learned about the importance of team work and how to live their lives with intention. The conference was a great success as incoming student leaders, as well as high school students, were able to learn key concepts of leadership.

On March 11-12th, I attended the fourth and final ICCTA-Student Advisory Committee (SAC) meeting in Schaumburg. While there, my fellow student trustees and I discussed how to advocate for college and career readiness programs with the help of State Senator Edward Maloney. The discussion was very helpful as Student Trustees learned how to best approach their own elected representatives. This year's SAC has been a very proactive bunch and I look forward to seeing them for Lobby Day in Springfield on April 14th.

A handwritten signature in black ink that reads "Cody Sheriff". The signature is written in a cursive, slightly slanted style.

Cody Sheriff
Student Trustee

Executive Summary

Information

Attached is the Executive Summary of financial information with year-to-date results for FY 2011 through the month of February. This Summary includes an explanation for significant changes as compared with the same time last year, financial comparisons for the Operating Funds, and a summary for all funds.

Recommendation

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

A handwritten signature in cursive script that reads "Vicky Smith".

Vicky Smith
President

Executive Summary

Fiscal Year 2011 is currently 67% complete with the year-to-date results for February 2011 being reported. In the Operating Funds, total revenue is 69% of budget, as compared with 72% at the same time last year. Total expenditures are 52% of budget, as compared with 54% at the same time last year. The Operating Funds include both the Education Fund and the Operations and Maintenance Fund, and together comprise most of the instruction and instructional support activities of the College.

The following items relate to the Operating Funds as a whole:

- Local revenue is currently 51% of budget as compared to 49% at the same time last year. \$69,915 less revenue has been recorded through February 2011 than the previous year. This is primarily due to the fact that the FY2011 budget was prepared on a more conservative basis than in FY2010.
- State revenue is currently 53% of budget as compared to 81% at the same time last year. \$998,940 less revenue has been recorded through February 2011 than the previous year. This is primarily due to the slowdown by the State of Illinois processing payments of the Base Operating Grant for FY2011.
- Student tuition and fee revenue is currently 108% of budget as compared to 123% at the same time last year. \$262,353 more revenue has been recorded through February 2011 than the previous year. The primary reason for this increase is the combination of a \$2 per credit hour tuition increase effective in Fall 2010 and slightly less enrollments as compared to last year at this time.
- Interest revenue is currently 67% of budget as compared to 19% at the same time last year. \$128 less revenue has been received through February 2011 than the prior year. This decrease is due to a slight change in all cash positions as compared to last year at this time.
- Salary expenditures are currently 60% of budget as compared to 61% last year. \$362,002 more in expenditures have been recorded through February 2011 than the prior year. This increase is due wage increases governed by the Staff Council and Faculty Association bargaining unit contracts and as approved by the Board of Trustees for non-bargaining unit employees.
- Employee benefit expenditures are currently 52% of budget as compared to 56% last year. \$978,462 less in expenditures has been recorded through February 2011 than the prior year. This decreased cost is primarily due to less expenditures in FY10 for retirees under the College's early retirement program.
- Contractual services expenditures are currently 28% of budget as compared to 44% last year. \$353,750 less in expenditures has been recorded through February 2011 than the prior year. This decrease is primarily due to less professional services ERP costs and the recording of the CMC settlement agreement..
- General materials and supplies are currently 38% of budget as compared to 28% last year. \$168,820 more in expenditures has been recorded through February 2011 than the previous year. This increased cost is due to timing variations in the purchases of supplies and materials.
- Conference and meeting expenditures are currently 41% of the budgeted amount as compared to 51% last year. \$55,946 less in expenditures has been recorded through February 2011 than the prior year. This decrease is primarily due to the timing of conference registrations and travel in FY 2011 as compared to FY 2010.
- Capital outlay expenditures are currently 17% of budget as compared to 12% last year. \$12,600 less in expenditures has been recorded through February 2011 than the prior year. This is primarily due the timing of approval of certain capital outlay items.

McHenry County College
 Operating Funds Financial Comparison
 Eight Months Actual Ended February 28, 2010 and February 28, 2011

	FY 2010 Actual to February 28, 2010				FY 2011 Actual to February 28, 2011				Variance Over (Under) Prior Year Actual
	Education	Operations & Maintenance	Total	Percent to Budget	Education	Operations & Maintenance	Total	Percent to Budget	
	Fund	Fund			Fund	Fund			
Revenue									
Local	\$ 11,425,076	\$ 1,494,521	\$ 12,919,597	49%	\$ 11,362,729	\$ 1,486,953	\$ 12,849,682	51%	\$ (69,915)
State	1,682,806	570,831	2,253,637	81%	942,585	312,112	1,254,697	53%	(998,940)
Student Tuition & Fees	11,396,217	2,903,303	14,299,520	123%	11,647,361	2,914,512	14,561,873	108%	262,353
Sales & Service Fees	18,330	-	18,330	78%	18,083	-	18,083	76%	(247)
Facilities	7,416	7,750	15,166	69%	5,306	10,612	15,918	58%	752
Interest	47,233	-	47,233	19%	46,837	267	47,105	67%	(128)
Non-Govt Gifts, Grants	64,323	-	64,323	55%	-	-	-	0%	(64,323)
Other	4,507	5,882	10,389	48%	76,096	22,650	98,746	36%	88,357
Total Revenue	24,645,908	4,982,287	29,628,195	72%	24,098,998	4,747,106	28,846,104	69%	(782,091)
Expenditures									
Salaries	12,865,690	771,786	13,637,476	61%	13,203,926	795,551	13,999,478	60%	362,002
Employee Benefits	3,839,364	226,999	4,066,363	56%	2,833,707	254,195	3,087,901	52%	(978,462)
Contractual Services	1,520,667	124,147	1,644,814	44%	1,158,799	132,264	1,291,064	28%	(353,750)
General Materials & Supplies	1,073,714	108,055	1,181,769	28%	1,224,147	126,441	1,350,589	38%	168,820
Conference and Meeting	277,601	17,640	295,241	51%	230,060	9,235	239,295	41%	(55,946)
Fixed Charges	1,038,504	-	1,038,504	96%	824,439	1,780	826,219	76%	(212,285)
Utilities	5,069	545,963	551,032	52%	2,716	628,175	630,891	59%	79,859
Capital Outlay	137,893	26,209	164,102	12%	118,976	32,527	151,502	17%	(12,600)
Other Expenditures	283,674	-	283,674	60%	592,873	-	592,873	115%	309,199
Total Expenditures	21,042,176	1,820,799	22,862,975	54%	20,189,644	1,980,168	22,169,812	52%	(693,163)
Excess (deficiency) of revenues over expenditures	3,603,732	3,161,488	6,765,220		3,909,354	2,766,938	6,676,291		(88,929)
Other financing sources (uses)									
Operating transfers out	-	(2,000,000)	(2,000,000)		(710,000)	(2,500,000)	(3,210,000)		-
Excess (deficiency) of revenues and other financing sources over expenditures and other over financing uses	\$ 3,603,732	\$ 1,161,488	\$ 4,765,220		\$ 3,199,354	\$ 266,938	\$ 3,466,291		\$ (88,929)

McHenry County College
Operating Funds Financial Summary
Eight Months ended February 28, 2010

	FY 2011 Budget				FY 2011 Actual				Variance Over (Under) FY 2011 Budget
	Education	Operations & Maintenance	Total	Percent to Total	Education	Operations & Maintenance	Total	Percent of Budget	
	Fund	Fund			Fund	Fund			
Revenue									
Local	\$ 22,466,886	\$ 2,941,325	\$ 25,408,211	61%	\$ 11,362,729	\$ 1,486,953	\$ 12,849,682	51%	\$ (12,558,529)
State	1,734,260	613,060	2,347,320	6%	942,585	312,112	1,254,697	53%	(1,092,622)
Student Tuition & Fees	10,781,281	2,642,807	13,424,088	32%	11,647,361	2,914,512	14,561,873	108%	1,137,784
Sales & Service Fees	23,850	-	23,850	0%	18,083	-	18,083	76%	(5,767)
Facilities	20,000	7,500	27,500	0%	5,306	10,612	15,918	58%	(11,583)
Interest	70,000	-	70,000	0%	46,837	267	47,105	67%	(22,895)
Non-Govt Gifts, Grants	63,971	-	63,971	0%	-	-	-	0%	(63,971)
Other	255,750	16,500	272,250	1%	76,096	22,650	98,746	36%	(173,504)
Total Revenue	35,415,998	6,221,192	41,637,190	100%	24,098,998	4,747,106	28,846,104	69%	(12,791,086)
Expenditures									
Salaries	22,223,035	1,216,880	23,439,915	55%	13,203,926	795,551	13,999,478	60%	(9,440,437)
Employee Benefits	5,481,797	406,478	5,888,275	14%	2,833,707	254,195	3,087,901	52%	(2,800,374)
Contractual Services	4,441,465	245,027	4,686,492	11%	1,158,799	132,264	1,291,064	28%	(3,395,429)
General Materials & Supplies	3,357,100	199,052	3,556,152	8%	1,224,147	126,441	1,350,589	38%	(2,205,564)
Conference and Meeting	553,023	34,693	587,716	1%	230,060	9,235	239,295	41%	(348,421)
Fixed Charges	1,079,755	3,800	1,083,555	3%	824,439	1,780	826,219	76%	(257,336)
Utilities	8,314	1,065,284	1,073,598	3%	2,716	628,175	630,891	59%	(442,707)
Capital Outlay	812,402	72,360	884,762	2%	118,976	32,527	151,502	17%	(733,260)
Other Expenditures	513,470	-	513,470	1%	592,873	-	592,873	115%	79,403
Contingency	701,550	125,000	826,550	2%	-	-	-	0%	(826,550)
Total Expenditures	39,171,912	3,368,574	42,540,486	100%	20,189,644	1,980,168	22,169,812	52%	(20,370,673)
Excess (deficiency) of revenues over expenditures	(3,755,914)	2,852,618	(903,296)		3,909,354	2,766,938	6,676,291		7,579,587
Other financing sources (uses): Operating transfers (out)	(710,000)	(2,500,000)	(3,210,000)		(710,000)	(2,500,000)	(3,210,000)		-
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	\$ (4,465,914)	\$ 352,618	\$ (4,113,296)		\$ 3,199,354	\$ 266,938	\$ 3,466,291		\$ 7,579,587

McHenry County College
All Funds Financial Summary
Eight Months ended February 28, 2010

	Education Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Auxiliary Enterprises Fund	Restricted Purposes Fund	Working Cash Fund	Student Grant & Loan Fund	Audit Fund	Liability, Protection & Settlement Fund	Health Insurance Fund	Total All Funds
Revenue											
Local	\$ 11,362,729	\$ 1,486,953	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 724	\$ 1,463	\$ -	\$ 12,851,869
State	942,585	312,112	-	-	615,322	-	-	-	-	-	1,870,019
Federal	-	-	-	-	444,290	-	2,934,118	-	-	-	3,378,409
Tuition & Fees	11,647,361	2,914,512	-	1,182,539	-	-	-	-	-	-	15,744,412
Sales & Service Fees	18,083	-	-	2,821,581	-	-	-	-	-	-	2,839,664
Facilities	5,306	10,612	-	-	-	-	-	-	-	-	15,918
Interest	46,837	267	10,219	-	-	1,680	-	-	1,003	-	60,007
Non-Govt Gifts, Grants	-	-	-	113,985	20,050	-	-	-	-	-	134,035
Other	76,096	22,650	16,735	-	-	-	-	-	1,474	3,201,765	3,318,721
Total Revenue	24,098,998	4,747,106	26,954	4,118,105	1,079,663	1,680	2,934,118	724	3,940	3,201,765	40,213,053
Expenditures											
Instruction	9,408,072	-	-	-	256,770	-	-	-	-	-	9,664,842
Academic Support	946,042	-	-	-	32,158	-	-	-	-	-	978,200
Student Services	1,858,200	-	-	-	289,022	-	-	-	-	-	2,147,221
Public Service	923,278	-	-	542,632	446,200	-	-	-	-	-	1,912,110
Auxiliary Services	-	-	-	3,033,997	-	-	-	-	-	-	3,033,997
Operations & Maintenance	-	1,980,168	-	7,498	70,084	-	-	66,457	318,646	-	2,442,852
Institutional Support	7,764,052	-	301,051	48	10,437	-	2,927,633	-	685,594	3,255,228	14,944,042
Total Expenditures	20,899,644	1,980,168	301,051	3,584,174	1,104,670	-	2,927,633	66,457	1,004,240	3,255,228	35,123,264
Excess (deficiency) of revenues over expenditures	3,199,354	2,766,938	(274,097)	533,931	(25,007)	1,680	6,485	(65,733)	(1,000,300)	(53,462)	5,089,788
Other financing sources (uses):											
Operating transfers in	-	-	2,500,000	325,000	-	-	-	-	385,000	-	3,210,000
Operating transfers (out)	(710,000)	(2,500,000)	-	-	-	-	-	-	-	-	(3,210,000)
Total Other financing sources (uses)	(710,000)	(2,500,000)	2,500,000	325,000	-	-	-	-	385,000	-	-
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	2,489,354	266,938	2,225,903	858,931	(25,007)	1,680	6,485	(65,733)	(615,300)	(53,462)	5,089,788
Beginning Fund Balance	18,012,222	3,654,494	7,964,902	811,640	51,681	2,811,517	47,549	151,727	2,271,675	89,892	35,867,299
Ending Fund Balance	\$ 20,501,576	\$ 3,921,432	\$ 10,190,805	\$ 1,670,571	\$ 26,674	\$ 2,813,197	\$ 54,034	\$ 85,994	\$ 1,656,375	\$ 36,430	\$ 40,957,087

Treasurer's Report

Information

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

Recommendation

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

A handwritten signature in cursive script, appearing to read "Vicky Smith".

Vicky Smith
President

**McHenry County College
Treasurer's Report
For the Month of February 2011**

Bank Name Location / Account	Beginning Balance	Deposits (+) Other Additions	Disbursements (-) Other Subtractions	Ending Balance
Home State Bank Crystal Lake Main	\$1,149,058.55	\$4,478,931.18	\$4,151,380.37	\$1,476,609.36
Harvard State Bank Harvard Credit Card	\$230,318.79	\$76,832.00	\$211,274.71	\$95,876.08
Home State Bank Crystal Lake Online	\$32,818.73	\$1.89	\$0	\$32,820.62
Home State Bank Crystal Lake Flexible Spending	\$0	\$15,337.80	\$15,337.80	\$0
Home State Bank Crystal Lake Dental Claims	\$0	\$16,387.82	\$16,387.82	\$0
Home State Bank Crystal Lake Payroll	\$0	\$0	\$0	\$0
First Midwest Bank McHenry Student Grant & Loan	\$14,416.00	\$764,111.39	\$765,735.69	\$12,791.70

**McHenry County College
3/24/2011 Board Meeting**

Investments

College Fund	Financial Institution	February 28, 2011	January 31, 2011	Interest	No. of Days	Maturity
		Investments	Investments			
Education	Illinois Funds	12,475,126.86	14,183,962.86	see below	N/A	On Demand
Education	JPMorgan Chase	9,121,558.06	9,119,111.96	0.35%	N/A	On Demand
Operations & Maintenance	Illinois Funds	10,674,639.66	10,673,877.78	see below	N/A	On Demand
Operations & Maintenance (Restricted)	JPMorgan Chase	922,693.11	922,445.67	0.35%	N/A	On Demand
Working Cash	Illinois Funds	2,099,316.27	2,099,174.08	see below	N/A	On Demand
Working Cash	JPMorgan Chase	618,233.81	618,068.02	0.35%	N/A	On Demand
Liability, Protection and Settlement	Illinois Funds	1,368,525.75	1,368,433.06	see below	N/A	On Demand
Liability, Protection and Settlement	JPMorgan Chase	352,529.11	352,434.57	0.35%	N/A	On Demand
	Total	37,632,622.63	39,337,508.00			

Interest Revenue

College Fund	Feb-11	Fiscal YTD
Education	3,406.89	41,476.46
Operations & Maintenance (Restricted)	1,009.32	9,199.45
Working Cash	307.98	1,308.08
Liability, Protection and Settlement	187.23	775.33
Total	\$4,911.42	\$52,759.32

Illinois Fund Rates - February 2011
Annualized rate - Money Mkt

Low	0.080%
High	0.141%
Average	0.094%

* CDARS stands for Certificates of Deposit Account Registry Service. This program allows the College to purchase fully FDIC covered Certificates of Deposit from multiple institutions. All CD's are purchased in increments of less than the FDIC insurance maximum to ensure that both principal and interest are eligible for full FDIC insurance.

Ratification for Payment of Voucher #1030

Information

100- Education Fund	851,887.11
200- Operations & Maintenance Fund	153,989.45
300- Operations & Maintenance (Restricted) Fund	51,387.98
400- Bond & Interest Fund	0.00
500- Auxiliary Enterprises Fund	179,345.36
600- Restricted Purposes Fund	310,055.78
800- Student Grant & Loan Fund	0.00
1000- Trust & Agency Fund	8,446.82
1100- Audit Fund	1,057.00
1200- Liability Protection & Settlement Fund	53,759.61
1700- Employee Health Insurance	<u>390,571.50</u>
Total:	\$2,000,500.61

Recommendation

It is recommended that the Board of Trustees ratifies payment of Voucher #1030 dated March 24, 2011 totaling \$2,000,500.61.



Vicky Smith
President

Request to Purchase
Additional Hosting Services for ANGEL Learning Management System

Information

In June 2009 (Board Report #09-149), MCC renewed a three-year contract commencing on 8/1/2009 with ANGEL Learning Management System (ANGEL), an online course management system. ANGEL allows the College to offer online and hybrid courses as a convenient and flexible way for students to complete courses. ANGEL also enhances our face-to-face courses with communication tools such as discussion boards and virtual chat rooms.

MCC is currently in the second year of the agreement with ANGEL. The system is hosted offsite for the College by ANGEL. A portion of our three-year contract with ANGEL includes paying a "Hosting Service" fee based on the amount of bandwidth usage and data storage the College consumes. Due to the popularity and unexpected growth of ANGEL usage in the College, we have exceeded our contracted Hosting Service fee by \$11,280.00. This amount represents the additional storage and bandwidth MCC has used over and above our originally contracted Hosting Service agreement with ANGEL.

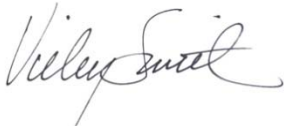
The \$11,280.00 overage fee will cover our past, current, and remaining usage of ANGEL through 7/31/2011, at which time the third year of our contract will commence.

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 Distance Education Fund of the IT Department.

Recommendation

It is recommended that the Board of Trustees approves the purchase of Additional Hosting Services for the ANGEL Learning Management System for \$11,280.00 from ANGEL Learning of Indianapolis, IN.



Vicky Smith
President

Request for Purchase
Diploma Paper and Covers for Graduates

Information

The diploma is a treasured memento that signifies the successful completion of an academic course of study and substantiates a graduate’s educational accomplishment. The obtainment of a diploma is held in high regard amongst completers, academia, and the workforce. Approximately, one thousand (1,000) students are expected to meet the necessary requirements in order to receive their diploma by the end of the spring 2011 and summer 2011 semesters.

The College needs to purchase the following material to supply diplomas to the one thousand (1,000) expected graduates.

<u>Description</u>	<u>Jostens</u>
Diplomas	
<ul style="list-style-type: none"> • Size: 9” x 7” • Paper: Standard American Parchment • Seals: 1-1/4” Embossed seal • Signatures: Printed on diploma • Variable text: Name, Degree, Major, Date • Cost per diploma based on a quantity of 1,000 @ \$2.29 ea. 	\$ 2,290.00
Diploma Covers	
<ul style="list-style-type: none"> • Size: 9” x 7” • Color: Black with smooth finish • McHenry County College and MCC seal embossed on front • Etching on left inside cover • Hinged on side • Cost per cover based on a quantity of 1000 @ \$4.97 ea. 	\$ 4,970.00
Total Cost:	\$ 7,260.00


Pricing is obtained through the Illinois Community College System Procurement Consortium (ICCSPC) which offers the best possible pricing.

This purchase is exempt from bidding requirements 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.”

The funds to purchase the diploma paper and covers are budgeted in the Academic and Student Affairs Graduation Account in the Education fund.

Recommendation

It is recommended that the Board of Trustees approves the purchase of diploma paper at \$2.29 per sheet and diploma covers at \$4.97 each for MCC graduates, for a total cost of \$7,260.00 from Jostens located in Woodridge, Illinois.


Vicky Smith
President

Request to Purchase
Employee Appreciation and Recognition Reception Banquet Services

Information

The 2011 Employee Appreciation and Recognition Reception will be held at D'Andrea Banquets, Crystal Lake, IL on April 15, 2011. The estimated cost for D'Andrea for this year's reception is \$7,500.00, based upon an attendance of 250. A deposit of \$1,000.00 is due at this time.

These expenses are budgeted in the Institutional Account in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the estimated expenditure to D'Andrea Banquets, Crystal Lake, IL in the amount of \$7,500.00.



Vicky Smith
President

Request to Renew
Enterasys Network Equipment Maintenance

Information

The College depends on Enterasys networking equipment to provide a secured, highly responsive network infrastructure to support the entire MCC campus computing environment. This onsite equipment runs all wired network operations within the College. Proper support and management of this system is complex, and reliable vendor maintenance support is necessary because outages can potentially impact the entire College. Enterasys recommends CDW-G as the designated support provider for their equipment. Our current maintenance agreement with CDW-G ends in April of 2011.

The College has successfully used Enterasys products for three years and is planning to do so for at least three more years. By leveraging a new three-year renewal with CDW-G, our maintenance costs will be reduced by 14% over the three-year life of the agreement, or \$13,500.00.

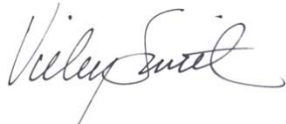
<u>Item</u>	<u>CDWG</u>
Three Years of Enterasys Network system support and maintenance	\$88,632.00

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 Information Systems Account in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the renewal, for three years, of the Enterasys Network Equipment Maintenance agreement for \$88,632.00 from CDW-G, Vernon Hills, IL.



Vicky Smith
President

Request to Replace
Enterasys Network Switches

Information

The extensive MCC campus computer network is tied together by multiple communication devices called network switches. These switches connect all computing devices on MCC’s campus into a single comprehensive network. Our current switches are Enterasys products. It is necessary to replace the College’s seven existing 10-Gigabit Enterasys network switches to newer models in order to reduce the number of outages caused by our current older models, as well as standardize on a common switch platform. These seven switches will provide more consistent stability across the campus, resulting in more efficient management of the entire infrastructure and improved service to faculty, students, and staff. By replacing these switches with the newest model, we will increase network performance, reduce bottlenecks and outages, as well as provide the foundational capacity needed to meet the college’s growing technology needs over the next three years.

MCC participates in the MHEC (Midwest Higher Education Consortium) which leverages the purchasing power of government and educational institutions across the state. Enterasys recommends CDW-G as their preferred equipment provider in the Midwest. Through MHEC the College is able to purchase the Enterasys equipment from CDW-G at per unit costs well below what we could negotiate directly through Enterasys or other providers; therefore, multiple vendor quotes are not required. These switches would be purchased through CDW-G at pricing negotiated via the MHEC.

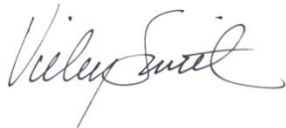
<u>Quantity</u>	<u>Item</u>	<u>CDWG</u>
7	Enterasys C3K 24 Port 10 Gigabit Switch	\$12,005.00

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 Information Systems Account in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the purchase of seven Enterasys 10-Gigabit Network Switches for \$12,005.00 from CDW-G of Vernon Hills, IL.



Vicky Smith
President

Request to Purchase
Printing for *Voices 2011* Literary Magazine

Information

Each year the College produces a student centered literary and arts magazine called, *Voices*. The magazine represents high quality diverse writings and art work produced by our students. Past editions of the magazine have received several national honors, including a Silver Crown Certificate Award in 2005 and a Gold Medalist Certificate Award in 2007 and 2008, both from the Columbia Scholastic Press Association. Most recently, *Voices 2009* won a 1st place NAQP (National Association of Quick Printers) award in the design category through its printing company, CL Graphics. *Voices 2011* hopes to continue this tradition of excellence in showcasing the talent of MCC's students.

This year it is recommended that 1,000 copies of *Voices 2011* be printed by eDOC Communications located in Mount Prospect, IL. eDOC's estimate includes a special fold in the back cover to accommodate the CD which will accompany the magazine. In addition, eDoc's estimate is almost equal to what it cost to produce 700 copies in 2010, and more than \$2,800.00 under what it cost to produce 700 copies of *Voices 2009*.

The following provides the details and estimates for Corporate Graphics, CL Graphics, and eDOC Communications:

<u>Quantity</u>	<u>Description</u>	<u>eDOC Communications</u>	<u>CL Graphics</u>	<u>Corporate Graphics</u>
1,000 copies	Printing of <i>Voices</i>	\$6,675.36	\$9,365.00	\$11,800.00

This expense is budgeted in the Literary Magazine Account in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the printing of 1,000 copies of *Voices 2011* for \$6,675.36 through eDOC Communications, Mount Prospect, IL.



Vicky Smith
President

Request to Purchase
Retail Electric Supplier Agreement

Information

McHenry County College has an energy service agreement, for the purchase of electricity, with Constellation New Energy, Inc., at a price of \$0.07681 per kilowatt hour (kWh). Under current terms, total annual usage for the College is about 6,799,647 kWh, or approximately \$522,280.00. The Constellation New Energy, Inc., agreement is due to expire with the final meter reading of January, 2012.

Electricity service agreements are determined by brokers procuring electricity on the commodities market for future usages. The supply price is dependent on the market and timing of purchase. It is therefore critical to request pricing based on a given point in time, with a specific window that those prices are “lockable” under a contract.

Data indicates that the current market is favorable for the College to lock-in pricing at this time, to capture significant savings for our electrical energy service for the term including the first meter reading of February 2012 through the final meter reading of January 2015, at a supply price of \$0.0446 per kWh, a savings of \$0.03221 per kWh over the current agreement year. The potential savings for next calendar year could be approximately \$219,015.00, depending on weather conditions.

Due to the nature of the commodities market, pricing is determined on a daily market basis. In order to present the Board of Trustees an executable contract opportunity, electric supply cost benchmarking was requested on the morning of March 24, 2011. A contract must be entered into on the date of the benchmarking, for the pricing to be locked-in. Below are the results of that benchmarking.

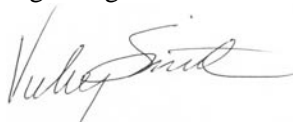
		<u>IEC/Ameren</u>	<u>MidAmerican</u>	<u>Constellation</u>
Term	12 Months	\$ 0.04208 per kWh	\$ 0.04180 per kWh	No Bid
Term	24 months	\$ 0.04246 per kWh	\$ 0.04240 per kWh	No Bid
Term	36 months	No Bid	\$ 0.04460 per kWh	No Bid

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

This expense is budgeted in the Operations and Maintenance Fund.

Recommendation

It is recommended that the Board of Trustees approves the purchase of electricity for \$0.04460 per kWh through a Retail Electric Supplier Agreement with MidAmerican Energy Company, Urbandale, IA beginning with the first meter reading of February, 2012 through the final meter reading of January 2015.



Vicky Smith
President

Request to Renew
URSA Software Maintenance Agreement

Information

URSA is a Unisys mainframe database inquiry and reporting software tool. It is used extensively by Computing Services, the Office of Institutional Research, and Degree Audit specialists to provide printed and electronic reports and downloads of mainframe data for all aspects of the College's daily and historic business operations.

Decision Support, Inc., is the sole company which holds the URSA license. Decision Support, Inc., provides maintenance and upgrades to the software on an annual basis. The current software maintenance agreement is due to end on April 30, 2011. The renewal cost for one year is \$12,691.68. This software maintenance renewal is necessary for continued operations of our active database query tool.

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 and services, and telecommunications and inter-connect equipment, software, and services."

This expense is budgeted in the IT Computing Services Account in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the renewal of the URSA software maintenance agreement for one year for \$12,691.68 from Decision Support, Inc., Matthews, NC.



Vicky Smith
President

Request to Lease
 Windows and Apple-based Desktop/Laptop Computers

Information

The total number of physical computer desktops and laptops managed within the College numbers approximately 1,510. The College’s current methodology to manage refreshment of aging desktop computer systems is through a three-year leasing cycle where computers going off the original 3-year lease (on June 30, 2011 this year) are replaced via a new three-year lease. This cycle is used because Gartner and other leading technology industry research experts indicate the average life span of a personal computer used for business purposes falls within a 3-4 year time span. From that point forward, hardware failure rates increase, resulting in higher costs to maintain and update the aging systems. Additionally, the College is charged to provide updated and relevant technology tools for use in teaching students, so a recurring refreshment of aging computer systems is necessary to support the mission of MCC.

When replacing these aging systems we are also mindful of the projected needs over the three years these units will be in service, based on feedback from faculty and staff. Specifications for the new systems are based on these needs, as well as consideration for external economic indicators, rates of change in desktop computing technology, potential return on investment, and the IT department’s ability to efficiently administer large numbers of desktop systems.

In order to deliver the most cost-effective technology refreshment strategy, a two-step process was used to arrive at a final leasing recommendation. This process resulted in a \$49,911.03 savings to the College. The first step was to solicit competitive purchase quotations from leading computer vendors to determine the best purchase price of the systems. These quotations included value-added services designed to minimize the total cost of initial deployment and on-going maintenance of the systems. Additionally, Apple computers are currently part of the annual refresh only two of every three years, and were included in this year’s refresh. Due to their expanding use within the College’s academic environment, we anticipate adding Apple computers to future leases on an annual basis.

The results of the competitive purchase quotations from the computer vendors were:

<u>Description</u>	<u>Quantity</u>	<u>Apple</u>	<u>Ace</u>	<u>Dell, Inc.</u>	<u>HP/CDWG</u>	<u>Lenovo</u>
Windows-based Desktop Computers	455	N/A	No Response	\$282,095.45	No Response	\$285,735.45
Windows-based 15” Laptop Computers	121	N/A	No Response	\$124,509.00	No Response	\$125,719.00
Windows-based 13” Laptop Computers	49	N/A	No Response	\$66,709.00	No Response	\$69,923.00
Apple Desktop Computers	54	\$123,488.82	N/A	N/A	N/A	N/A
Apple Laptop Computers	6	\$16,292.64	N/A	N/A	N/A	N/A
Totals	685	\$139,781.46 (Apple)	-	\$473,313.45 (Windows)	-	\$481,377.45

The best total purchase value of both Apple and Windows-based computers was \$613,094.91.

Once the purchase value and computer vendor was identified, the second step was to solicit three-year operating leases from several leasing companies, facilitated by the MCC Business Office. These leases were based on the total purchase value of the computers (\$613,094.91) over a three-year lease period.

The leasing company responses were:

<u>Description</u>	<u>American Capital</u>	<u>Orlan Capital</u>	<u>First American</u>	<u>University Lease</u>	<u>Apple Financial</u>
Annual Payment	\$187,727.96	\$189,668.00	\$191,652.00	\$193,566.35	\$202,260.04
Total Three-Year Lease	\$563,183.88	\$569,004.00	\$574,956.00	\$580,699.05	\$606,780.12

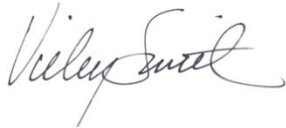
The lowest quote of the three-year leases represents a savings of \$49,911.03 (the difference between the outright purchase price value and the three-year lease payment total). The three-year lease with American Capital would commence on July 1, 2011 and end on June 30, 2014.

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 General Institutional Account in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the three-year lease of 103 Dell laptop computers, 455 Dell desktop computers, 6 Apple Mac laptops, and 54 Apple Mac desktops at an annual lease payment of \$187,727.96 for a total three-year expenditure of \$563,183.88 from American Capital of Lisle, IL.



Vicky Smith
President

Destruction of Recordings of the Closed Sessions
of the June 22, 2009 Committee of the Whole Meeting,
the August 18, 2009 Special Board Meeting,
and the August 27, 2009 Regular Board Meeting

Information

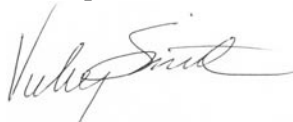
Public Act 93-523 amended the Open Meetings Act to require public bodies in Illinois to keep “verbatim records” of their closed (executive) sessions. The verbatim record needs to be in the form of an audio or video recording. The law provides for the following regarding destruction of the recording:

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

The identified recordings will be physically destroyed.

Recommendation

It is recommended that the Board of Trustees approves the destruction on March 25, 2011 of the recordings of the Closed Sessions of the June 22, 2009 Committee of the Whole meeting, the August 18, 2009 Special Board Meeting and the August 27, 2009 Regular Board Meeting.



Vicky Smith
President

ICCTA Outstanding Faculty Member Award

Information

Since 1986 the Board of Trustees has nominated an outstanding faculty member for the Illinois Community College Trustees Association (ICCTA) faculty member of the year award. A selection team was led by Cynthia Letteri, faculty representative and Tony Miksa, Vice President of Academic and Student Affairs plus past Outstanding Faculty of the year Nominees. Four nominations were received for consideration by the committee for this year's award.

The committee reviewed a narrative submitted by each nominee in which they discussed their:

- Contribute to the Institution
- Community Service Activities
- Teaching and Professional Philosophies
- Professional Development Activities

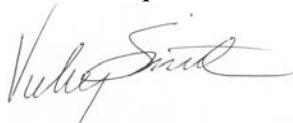
The following faculty members were nominated for this award

- Judi Cameron – Instructor of Anthropology
- Lindsay Carson – Instructor of Spanish
- Katherine (Kate) Middy – Instructor of English
- Dawn Wagner – Instructor of Business, Management, Marketing & International Business

Each faculty member has shown a commitment to the institution, participated in community services activities, has exemplary teaching and professional philosophies, and actively pursued professional development activities however, the selection committee chose Katherine Middy as the ICCTA outstanding faculty member of the year. Katherine has diligently worked to grow the Learning Communities program since coming to McHenry County College five years ago. Her passion has helped to quadruple the size of the program in the last two years. She has been an example on campus in teaching and learning as well. She has developed innovative highly interactive courses in which student success is the key focus. Further Katherine is the president of the campus chapter of the American Association for Women in Community Colleges.

Recommendation

It is recommended that the Board of Trustees ratifies the nomination of faculty member Katherine Middy to represent McHenry County College in the 2011 ICCTA competition and to attend the ICCTA awards banquet on June 3, 2011, in Bloomington-Normal, IL.



Vicky Smith
President

Approval of Laboratory, Computer Usage and Technology Fees for FY 2012

Information

In 1983, MCC administration began the practice of reviewing and reporting on the structure of lab fees assessed to students.

The attached list identifies all fees charged to students. In consideration of MCC students, the fees submitted for FY 2012 remain the same as current year fees with the exception of the College's graduation fee. Currently, a team is examining how the fee affects student graduation rates. Once the examination of the graduation fee is complete a recommendation regarding the graduation fee will be submitted to the Board of Trustees.

Recommendation

It is recommended that the Board of Trustees approves the attached list of fees and that these fees be assessed effective Summer 2011.



Vicky Smith
President

TRADITIONAL FEES	
Course	Fee (\$)
ACC	
110	17.00
220	22.00
255	10.00/cr. hr.
AMT	
100	45.00
120	60.00
140	60.00
160	60.00
170	60.00
180	60.00
200	60.00
220	60.00
230	60.00
240	60.00
260	60.00
270	60.00
ANT	
155	10.00
160	10.00
AOM	
101	33.00
102	33.00
105	22.00
120	37.00
122	37.00
130	36.00
131	36.00
134	36.00
135	5.00
136	33.00
140	33.00
145	14.00
150	33.00
225	23.00
231	36.00
234	36.00
ART	
151	20.00
152	25.00
153	25.00
155	15.00
156	25.00
ART	
157	25.00
158	50.00
160	25.00
165	15.00
166	50.00

TRADITIONAL FEES	
Course	Fee (\$)
167	75.00
168	75.00
170	15.00
171	15.00
172	15.00
173	15.00
175	15.00
180	45.00
182	25.00
183	25.00
184	75.00
185	45.00
186	75.00
220	45.00
230	45.00
241	50.00
242	50.00
243	60.00
244	50.00
245	50.00
246	50.00
247	50.00
248	45.00
249	45.00
250	60.00
252	60.00
253	45.00
254	60.00
255	60.00
257	25.00
258	50.00
261	25.00
262	25.00
263	25.00
264	25.00
265	25.00
271	60.00
272	60.00
273	60.00
274	60.00
275	60.00
ART	
282	25.00
290	50.00
Ind Study Ceramics	50.00
BIO	
105	30.00
110	40.00
130	40.00
137	40.00
157	40.00
158	40.00

TRADITIONAL FEES	
Course	Fee (\$)
255	53.00
260	53.00
263	53.00
264	53.00
CHM	
115	40.00
164	40.00
165	40.00
166	40.00
170	40.00
265	53.00
266	53.00
CIS	
090	26.00
110	26.00
116	36.00
117	36.00
118	21.00
119	36.00
132	36.00
133	36.00
143	36.00
144	34.00
145	36.00
146	36.00
147	36.00
148	36.00
149	36.00
150	34.00
155	36.00
CIS	
156	36.00
157	36.00
170	47.00
171	47.00
172	47.00
173	47.00
180	50.00
185	75.00
186	75.00
211	36.00
216	36.00
219	36.00
232	36.00
245	36.00
248	36.00
255	36.00
256	36.00
266	36.00
270	36.00
275	16.00
290	36.00

TRADITIONAL FEES	
Course	Fee (\$)
CJS	
106	25.00
112	25.00
CLM	
101	100.00
102	100.00
103	100.00
104	100.00
108	25.00
140	100.00
150	27.00
160	27.00
170	27.00
290	100.00
CSC	
121	27.00
122	27.00
DGM	
100	75.00
103	75.00
DGM	
110	75.00
123	75.00
125	75.00
150	75.00
160	75.00
167	75.00
168	75.00
170	75.00
200	75.00
203	75.00
205	75.00
210	75.00
230	75.00
250	75.00
259	75.00
260	75.00
267	75.00
275	75.00
290	75.00
DRT	
101	25.00
102	25.00
150	42.00
151	42.00
299	30.00
EAS	
120	28.00

TRADITIONAL FEES	
Course	Fee (\$)
170	28.00
171	28.00
180	28.00
ECE	
115	5.00
120	5.00
121	5.00
131	5.00
150	15.00
204	10.00
209	10.00
214	10.00
219	10.00
229	15.00
250	15.00
290	15.00
ECO	
251	4.00
252	4.00
EDU	
251	10.00
253	10.00
257	10.00
275	10.00
EET	
099	15.00
110	15.00
111	15.00
120	15.00
121	15.00
140	15.00
141	15.00
240	15.00
241	15.00
250	15.00
251	15.00
EGR	
151	25.00
152	25.00
260	24.00
EMS	
105	20.00
110	65.00
120	75.00
121	50.00
122	50.00
123	35.00

TRADITIONAL FEES	
Course	Fee (\$)
ENG	
095	10.00
105	10.00
(Computer) 151	10.00
(Computer) 152	10.00
FRE	
151	10.00
152	10.00
251	10.00
252	10.00
FRS	
150	200.00
252	25.00
253	50.00
GEG	
102	28.00
160	40.00
161	40.00
221	25.00
290	10.00
GEL	
103	28.00
GER	
151	10.00
152	10.00
251	10.00
252	10.00
HCE	
100	15.00
110	25.00
111	25.00
HFE	
110	55.00
120	55.00
121	55.00
125	12.00
151	25.00
161	55.00
175	10.00
176	15.00
202	30.00
210	55.00
221	55.00
270	25.00
279	20.00

TRADITIONAL FEES		
Course		Fee (\$)
HRT	100	15.00
	103	30.00
	105	30.00
	120	100.00
	125	150.00
HRT	130	45.00
	132	45.00
	150	30.00
	159	50.00
	160	15.00
	161	15.00
	181	15.00
	221	195.00
	229	100.00
	231	45.00
	251	15.00
	263	15.00
	264	15.00
	265	20.00
	266	15.00
	271	30.00
282	15.00	
MAT	(computer) 095	24.00
	(computer) 099	24.00
	170	17.00
	253	12.00
	MCC	101
MET	130	20.00
	131	20.00
	135	20.00
	136	20.00
	150	40.00
	151	40.00
	221	20.00
	222	20.00

TRADITIONAL FEES		
Course		Fee (\$)
MUS	104	20.00
	201-218	*210.00
NAE	100	100.00
NUR	95	25.00
	110	200.00
	120	200.00
	125	75.00
	210	200.00
	220	175.00
PAS	230	50.00
	101	100.00
	102	100.00
PDV	100	3.00
	105	3.00
	110	20.00
PHY	280	25.00
	281	25.00
	291	25.00
	292	25.00
	293	25.00
	SOC	260
SPA	151	10.00
	152	10.00
	251	10.00
	252	10.00
TWL	111	42.00
	115	42.00
* per credit hour		

Laboratory, Computer Usage and Technology Fees
2011-2012

Service Area	Traditional Lab Fee (\$)	Computer Usage Fee (\$)	Total Fee (\$)
Center for Commerce & Economic Development (CCED) (microcomputer-assisted)	0.00	8.00	8.00
Community Education Courses (microcomputer-assisted)	0.00	8.00	8.00
Application Fee	15.00	0.00	15.00
Children's Learning Center			
Multi-age Room	4.50/hr.	0.00	4.50/hr.
Registration Per Semester	15.00	0.00	15.00
Pre-School Room	114.00-190.00 (4.75/hr.)	0.00	114.00-190.00 (4.75/hr.)
Registration Per Year	30.00	0.00	30.00
Hot Lunch	3.00	0.00	3.00
Toddler Room	4.75/hr.	0.00	4.75/hr.
Registration Per Semester	15.00	0.00	15.00
Distance Education			
Telecourse	40.00/per course		40.00/per course
Blended	7.50/cr. hr.		7.50/cr. hr.
Standard Online Course Fee	15.00/cr. hr.		15.00/cr. hr.
ICE Online Course Fee	25.00/cr. hr.		25.00/cr. hr.
Graduation	TBA	0.00	TBA
Illinois Virtual Campus (IVC)			
For Students Requesting Proctored Online Tests or Exams	0.00	15.00	15.00
Learning Disabilities Testing and Records	200.00	0.00	200.00
Registration Fee (This fee may be refundable only for extraordinary circumstances.)	7.00	0.00	7.00
Repeat Fee (Students are exempt from paying the per credit hour repeat fee if the student has previously taken and passed a course at MCC and is being mandated to repeat the class by MCC due to technology changes in curriculum of career and technical education programs.)	57.52/cr. hr.	0.00	57.52/cr. hr.
Technology	0.00	9.00	9.00/cr.hr.
Testing Center			
Proctoring External Exams			
Untimed(paper,pencil)	10.00	0.00	10.00
Timed(paper, pencil)	10.00/hr.	0.00	10.00/hr.
Online	20.00		20.00
Repeat Placement Test Fee	5.00/per subsequent test		5.00/per sub.test
Repeat Placement Test Fee- Math	45.00		45.00
Make-Up Fee	5.00		5.00
Transcript			
In-person	8.00	0.00	8.00
Online	5.00	0.00	5.00
Workforce Investment Act (WIA) Courses			
Microcomputer-assisted	(variable) 15-30		(variable) 15-30

Personnel Adjustments for Fall 2010
Transfer and Occupational Courses

Information

Listed below are adjustments for Fall 2010 Transfer and Occupational courses and program development:

Overload

<u>Name</u>	<u>Assignment</u>	<u>Percent of Overload</u>	<u>Previously Approved \$</u>	<u>\$ Amount</u>
Reagan, Mike S	SOC151601	20.00	0	2,027.25

Recommendation

It is recommended that the Board of Trustees ratifies the above the personnel adjustments for Fall 2010 as listed above.



Vicky Smith
President

Personnel Adjustments for Spring 2011
 Transfer and Occupational Courses

Information

Listed below are adjustments for Spring 2011 Transfer and Occupational courses and program development:

<u>Name</u>	<u>Assignment</u>	<u>Contact Hours</u>	<u>Previously Approved \$</u>	<u>\$ Amount</u>
Borgo, Anita M	EDU275001	5	0	2,311.47
Chapman, Joel W	HFE120201	2	0	1,236.30
Happ, Connie J	NAE100A01	3	0	1,674.96
Lanko, Frank A	MCC101201	1	0	264.17
McElroy, Erin B	MCC101202	1	0	533.62
McElroy, Erin B	MCC101203	1	0	533.62
Melesio, Kathryn M	NAE100J02	3	0	1,825.60
Ponzio, Peter J	ENG152027	3	0	1,648.40
Quirk, Donald	ENG151013	3	0	1,664.25
Saunders-Przybil, Sandra	NAE100G01	3	0	1,674.96
Saunders-Przybil, Sandra	NAE100G02	3	0	1,674.96
Travis, Katie E	HFE151201	2	0	1,056.67
Webster, Ralph	FRS101701	3	0	1,838.60
Wilbrandt, Robert A	BUS241301	3	0	1,870.30
Zopp, Marilyn A	MCC101201	1	0	311.72

Independent/Individualized Internships

<u>Name</u>	<u>Assignment</u>	<u>Contact Hours</u>	<u>Number of Students</u>	<u>Previously Approved \$</u>	<u>\$ Amount</u>
Keyzer, Deborah M	MCC101603	1	20	0	549.47
Wittkamp, Roxanne	AOM134101	2	2	0	300.00

Faculty Non-Teaching Roles

<u>Name</u>	<u>Assignment</u>	<u>Previously Approved \$</u>	<u>\$ Amount</u>
Brogan, William	Mentee Stipend	0	90.00
Brzezinski, Jacek R	Mentee Stipend	0	90.00
Compton, Ronald E	Mentee Stipend	0	90.00
Crizer, Lisa D	Mentee Stipend	0	90.00
Druml, Amy M	Mentee Stipend	0	90.00
Freelove, Julie A	Online Mentoring	0	105.00
Goostree, Douglas C	Mentor Stipend	0	105.00

<u>Name</u>	<u>Assignment</u>	<u>Previously Approved \$</u>	<u>\$ Amount</u>
Grela, Christine L	Mentor Stipend	0	105.00
Grela, Christine L	Mentor Stipend	0	105.00
Johnson, Harriet A	Mentor Stipend	0	90.00
Kvam-Holub, Janet A	Music Adjunct Stipend	0	37.20
Lozier, Christopher	Counseling	0	699.80
Lush, Paige C	Mentee Stipend	0	90.00
Martin, Laureen J	Mentee Stipend	0	90.00
Midday, Katherine A	Mentor Stipend	0	105.00
Ruthven, Sarah E	Mentor Stipend	0	105.00
Seitz, Timothy T	Mentor Stipend	0	105.00
Vician, Tom J	Mentee Stipend	0	90.00
Whalen, Elaine A	Mentee Stipend	0	105.00
Whalen, Elaine A	Mentor Stipend	0	105.00

Overload

<u>Name</u>	<u>Assignment</u>	<u>Percent of Overload</u>	<u>Previously Approved \$</u>	<u>\$ Amount</u>
Arctander, Mark C	Dept. Chair – Art	40.00	0	4,054.50
Culp, Todd A	Dept. – Econ. & Pol. Sci.	30.00	0	3,040.87
Culp, Todd A	PLT151001	20.00	0	2,027.25
Culp, Todd A	PLT151002	20.00	0	2,027.25
Eckel, Mark G	Dept. Chair – Honors	20.00	0	2,027.25
Geller, Jay	Theatre Curr. Dev. & Maint.	20.00	0	2,027.25
Hoy, Justin L	Dept. Chair – Honors	20.00	0	2,027.25
Lane, Joyce B	Dept. Chair – OTA	20.00	0	2,027.25
Linder, Lisha S	Dept. Chair – ECE	25.00	0	2,534.06
Linder, Lisha S	ECE155001	13.33	0	1,351.36

Recommendation

It is recommended that the Board of Trustees ratifies the above the personnel adjustments for Spring 2011 as listed above.



Vicky Smith
President

Continuing and Professional Education Personnel Considerations for Spring 2011

Information

Listed below are instructors to be hired for the Spring 2011 Semester:

<u>Full-time Personnel</u>	<u>Classes & Seminars</u>	<u>These are paid on a per-course basis:</u>	<u>\$ Amount</u>
Diaz, L	NTCS03001	Windows 7	400.00
Diaz, L	NTCS09004	Microsoft Expression Web	400.00

<u>Part-time Personnel</u>	<u>Classes & Seminars</u>	<u>These are paid on a per-course basis:</u>	<u>\$ Amount</u>
Small, J	4/9/2011	Defensive Driving Course - 8 Hour	300.00
Small, J	4/30/2011	Defensive Driving Course - 8 Hour	300.00

Recommendation

It is recommended that the Board of Trustees ratifies the employment additions as listed above.



Vicky Smith
President

Appointment of New
Instructor of Biology

Information

At the June 2010 Board Meeting, the Board of Trustees approved the new full-time faculty position of Instructor of Biology. Kelly Fallon has been appointed to fill this position. Ms. Fallon has a Doctor of Chiropractic from National University of Health Sciences, Lombard, IL and a Bachelor of Science in Biology from the University of South Florida, Tampa, FL. Her experience is as follows:

- 2009 – Present Temporary Instructor of Biology (2010 – Present)
Adjunct Instructor (2009 – 2010)
McHenry County College, Crystal Lake, IL

- 2008 – Present Adjunct Instructor
National University of Health Sciences, Lombard, IL
Triton College, River Grove, IL
Waubensee Community College, Sugar Grove, IL

Fifty-two applications were received, and the search committee interviewed six candidates.

Recommendation

It is recommended that the Board of Trustees approves the appointment of Kelly Fallon to the faculty position of Instructor of Biology, effective August 17, 2011, at a nine-month salary of \$60,129.00.



Vicky Smith
President

Contract Placement	Placement Multiplier	Base Salary	Contractual 9-month Salary	Current Salary	Contract Salary of Previous Employee
V	1.31	\$45,900.00	\$60,129.00	\$56,312.50	Not Applicable

POSITION: **INSTRUCTOR OF BIOLOGY**
Full-time tenure track position

CLASSIFICATION: Faculty

RESPONSIBILITIES:

Responsibilities include but are not limited to:

- Teach an introductory biology course with lab and human anatomy and physiology, including lecture and laboratory
- Teach 15 contact hours per week
- Available to teach daytime and evening classes, as needed
- Assist in curriculum development through preparation of materials for laboratories
- All biology faculty participate in:
 - Working with the lab manager in the preparation of materials for laboratories
 - Determining equipment priorities
 - Choosing appropriate textbooks for courses
 - Determining supply needs for courses
 - Determining annual program budget needs
 - Serving as a faculty member in participatory college governance, advisement of students, and assessment of student learning etc.

MINIMUM POSITION QUALIFICATIONS:

- Masters of Science in Biological Sciences with broad-based biology background or advanced degree in related field with at least 18 graduate hours in Biology from an accredited University
- Successful teaching or training experience, community college teaching experience preferred
- Commitment to work with beginning students
- 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
- Ability to teach and/or develop an online course preferred

Appointment of Replacement
Communications Technician/Conference Center

Information

The resignation of Martha Rodriguez, effective January 26, 2011, created a vacancy for the full-time professional position of Communications Technician/Conference Center. Paul Bayer has been recommended to fill this position. Mr. Bayer has a Bachelor of Arts in Theatre Design/Technical from Southern Illinois University, Carbondale, IL. His experience is as follows:

- 2005 – Present Communications Technician (2005 – 2011)
Testing Center Assistant, Detention Center On-Call (2009 – 2011)
McHenry County College, Crystal Lake, IL

- 1995 – Present Facility/Event Staff
Woodstock Opera House, Woodstock, IL

The position vacancy was posted internally in the Information Technology Department. One application was received, and the search committee interviewed the candidate.

Recommendation

It is recommended that the Board of Trustees approves the appointment of Paul Bayer to the professional position of Communications Technician/Conference Center, effective March 25, 2011, at the twelve-month salary of \$40,600.00.



Vicky Smith
President

Professional Range	Minimum Salary	Midpoint Salary	Maximum Salary	Current Salary	Salary Offer	Salary of Replaced Employee
9	\$36,473.00	\$51,974.00	\$67,475.00	\$38,728.63	\$40,600.00	\$48,496.25

POSITION: COMMUNICATIONS TECHNICIAN/CONFERENCE CENTER

CLASSIFICATION: Professional / Full-time **WORK YEAR:** 12 Months

WORK WEEK: 40 Hours, flexible scheduling (regular weekend hours included)

PRIMARY PURPOSE: Provides technical and operational support for AV and presentation equipment and installations, and AV conferencing and streaming systems. Plans and customizes all technical support for the Conference Center and associated facilities, including breakout rooms. Primarily works with the College's outside customers renting MCC facilities.

ESSENTIAL JOB FUNCTIONS:

- Provide support and operation of AV equipment and installations, Audio/Video conferencing and streaming, and train others in the use of such equipment and systems. Provide primary technical support for the Conference Center activities during the regular work week. This support includes sound reinforcement, lighting, video, and computers
- Cooperatively cover hours of operation of Communications Technologies Department, AV services, and technical support as needed for classrooms and Conference Center
- Troubleshoot, problem solve, and make recommendations wherever necessary in areas related to two-way video conferencing, AV equipment, presentation equipment and service
- Plan and customize all presentation, multimedia or audio/visual tech support to meet the needs of all outside users of our facilities
- Cooperatively work with Conference Center Coordinator to schedule appropriate technical coverage of all events including establishing contingency plans for coverage
- Collaborate with other Communications Technicians in organizing the availability, set-up and operation of videotaping equipment and sound systems for College functions and special events for outside users
- Serve as primary contact with Distance Education department in areas relating to CD and DVD duplication
- Cooperatively cross-train with End User Services Desktop Technicians as necessary
- Work with Director of Communications Technologies to budget for new and replacement Conference Center equipment
- Provide training to all users of the Conference Center facilities in the use of audio/visual and presentation technology
- Perform all other duties of the Communications Technicians
- Additional duties as assigned by immediate supervisor

SUPERVISOR: Reports to Director of Communications Technologies.

MINIMUM POSITION QUALIFICATIONS:

EDUCATION:

High school diploma plus additional specialized training required. Associate's Degree in a field of Telecommunication Technology or Electronics preferred or significant job related experience.

EXPERIENCE:

- Minimum three years experience in work related to:
- Microphone and audio system usage related to sound reinforcement
- Operating AV, telecommunications, and media equipment
- A/V duplication and production
- Training others to use above technology
- Education/instruction support

SKILLS AND ABILITIES:

- Effective organizational, communication, and problem-solving skills
- Self-directed and responsible
- Committed to customer service concepts
- Mechanical aptitude
- Physical endurance needed to setup sound and video equipment
- Proficient knowledge of audio visual, microcomputer, and telecommunication equipment
- Willing to work extra hours if asked
- Ability to establish good working relationships
- Able to work with minimum supervision

Appointment of Replacement
Nursing, Lab Instructor

Information

The resignation of Carol Radovich, effective December 31, 2010, created a vacancy for the full-time faculty position of Nursing, Lab Instructor. Barbara Perry Shelor has been appointed to fill this position. Ms. Perry Shelor has a Master of Science in Nursing and a Bachelor of Science in Nursing Education from Texas Woman’s University, Denton, TX, and an Associate in Applied Science in Nursing from College of DuPage, Glen Ellyn, IL. Her experience is as follows:

- 2009 – Present Assistant Clinical Professor
Texas Woman’s University, Dallas, TX

- 2005 – 2009 Registered Nurse
Medical Center of McKinney, McKinney, TX

Six applications were received, and the search committee interviewed three candidates.

Recommendation

It is recommended that the Board of Trustees approves the appointment of Barbara Perry Shelor to the faculty position of Nursing, Lab Instructor, effective August 17, 2011, at a nine-month salary of \$51,408.00.



Vicky Smith
President

Contract Placement	Placement Multiplier	Base Salary	Contractual 9-month Salary	Current Salary	Contract Salary of Previous Employee
III	1.12	\$45,900.00	\$51,408.00	Not Applicable	\$63,971.00

POSITION: **NURSING, LAB INSTRUCTOR**
Full-time tenure track position

CLASSIFICATION: Faculty

RESPONSIBILITIES:

Including but not limited to:

- Teaching responsibilities will consist of a combination of nursing lab, clinical and lecture hours. Course offerings in Nursing, Health Care and Health and Human Performance may be taught to achieve an equivalent of 15 contact hours. Available to teach daytime and evening classes
- Develop and teach clinical simulation scenarios utilizing SimMan and other high fidelity equipment
- Evaluate nursing skills utilizing high and low fidelity equipment
- Maintain open lab hours for student skill practice and assist students as needed
- Video tape student skill demonstrations as required
- Supervise student use of computers and all other equipment in the laboratory
- Maintain current policy and procedure manuals for each facility hosting students for clinicals
- Maintain an inventory and check-out system for all equipment and audio-visual materials
- Support the nursing program during college events
- Work with local healthcare providers, advisory committees, regional and state-wide vocational organizations
- General involvement as a faculty member in participatory college governance, advisement of students, assessment of student learning, etc.
- May assist with writing curriculum

MINIMUM POSITION QUALIFICATIONS:

- Master's Degree in Nursing
- Two years of successful teaching experience at the community college level preferred
- Experienced with SimMan and other simulation equipment
- Current Illinois R.N. License
- CPR certified by the American Heart Association
- 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

Revised: December 2010

Resolution

WHEREAS, On, December 29, 2010, Mercy Health System filed a Certificate of Need Application with the Illinois Health Facilities and Services Review Board (HFSRB) for a \$200 million project in Crystal Lake, Illinois, and

WHEREAS, an approved Certificate of Need from HFSRB will allow Mercy to begin plans to build a 128-bed acute care, large multi-specialty physician clinic and hospital in Crystal Lake at Route 31 and Three Oaks Road, and

WHEREAS, Mercy Health System has revised its earlier plans to better serve the current and future needs of Crystal Lake and surrounding communities, including the McHenry County College community, by increasing the number of hospital beds and high-priority services needed in the area, and

WHEREAS, the economic activity associated with Mercy Crystal Lake Hospital and Medical Center is expected to create additional jobs and income for the surrounding area, and generate additional tax revenue for the State of Illinois and local governments, including McHenry County College, and

WHEREAS, the Board believes that the construction of a new Mercy Health System hospital in Crystal Lake would bring additional opportunities for the advancement of healthcare education in McHenry County, and accordingly that it would be in the best interests of McHenry County College and its constituents if Mercy Health System is approved to construct a hospital in Crystal Lake, Illinois.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of McHenry County College does hereby endorse and support the approval of Mercy Health System's application for certificate of need that would allow for the construction and operation of the Mercy Crystal Lake Hospital and Medical Center project.

DATED this _____ of _____ of 2011

MCHENRY COUNTY COLLEGE

BOARD OF TRUSTEES

BY: _____

Tuition & Fees

Information

After full evaluation, examination of the College's options and current tuition status among the other community colleges in the state, and due to the comparison of the College's unit cost study versus the tuition rate, it has been found appropriate to recommend an increase in tuition of \$8.00.

	<u>In-District and Online Courses</u>	
	<u>Current</u>	<u>Proposed</u>
Tuition	\$ 82.00	\$ 90.00
Technology Fee	<u>9.00</u>	<u>9.00</u>
Total	<u>\$ 91.00</u>	<u>\$ 99.00</u>

Recommendation

It is recommended that the Board of Trustees approves a tuition increase of \$8.00 effective Fall Semester, 2011.



Vicky Smith
President

Culinary Management/Cafeteria Project

Information

During the Fall 2010 semester, the Board endorsed administration’s recommendation to contract with StudioGC Architects. The purpose of the contract was for StudioGC to develop conceptual plans for a new on-campus Culinary laboratory.

After multiple fact finding sessions and the presentation of a variety of conceptual drawings to the culinary faculty, food service staff, and administration, StudioGC has developed a preliminary three phase construction and remodeling plan. Phase One of the plan calls for the development of a culinary lab by remodeling the Belly of the Whale area. In addition, Phase One calls for remodeling of the commons area and the creation of a new vestibule/entrance into the College by the commons area.

The development of the culinary laboratory is necessary to accommodate the growing Culinary program. Currently, the program has to utilize Woodstock North High School and the College’s kitchen area to provide instruction for the program. With a new laboratory the program could provide more instruction on campus, as well as increase the number of courses offered within the program.

The commons area is in great need of remodeling. This remodeling project would remove all non-essential white columns and update the look of the carpet, ceiling tiles, and breakout rooms. The new vestibule would create a better flow of student traffic by removing the double doors between building C and building A and push out the exterior doors of the College, near the flag pole entrance.

Phase Two of the project is the remodeling of the College’s kitchen. The remodeling of the kitchen is necessary to update the current equipment and flow of operations. The new equipment and updated flow of operations will increase efficiency of the kitchen and save money in energy costs. In addition, the newly remodeled kitchen will serve as the food preparation area for the restaurant operated by the Culinary program.

Phase Three of the construction and remodeling plan would update the College’s servery. The equipment is old and inefficient and lacks the ability to serve the variety of food the food service staff is interested in providing to the students. In addition, the configuration of the area is ineffective and during peak operation, is unable to handle the student and employee traffic at the College.

The following are the estimated costs for each phase of the project.

	Description	Cost
Phase 1	Culinary Laboratory, Vestibule, and Commons Area Remodeling	\$1,430,265.00
Phase 2	Kitchen	\$1,412,030.00
Phase 3	Servery	\$566,256.00
	Total	\$3,408,551.00

Recommendation

It is recommended that the Board of Trustees approves the College to move forward to the next phase of the Culinary remodeling project, including selecting an architect to develop the final design and construction drawings. The preliminary conceptual plan for all three phases of the project is estimated at approximately \$3,500,000.00.

A handwritten signature in black ink, appearing to read "Vicky Smith". The signature is fluid and cursive, with the first name "Vicky" being more prominent than the last name "Smith".

Vicky Smith
President

DCEO Lighting Grant

Information

On March 22, 2011, Studio GC provided an analysis of all of the MCC Campus facilities with respect to lighting efficiencies. The study was to determine if the College had projects that would qualify for matching grant funds from the Illinois Department of Commerce and Economic Opportunity (DCEO). The analysis has been summarized in the table below. Based on the number of years it would take to “pay back” the cost, it was determined that Building D is the best candidate for the current Energy Efficiency Portfolio Standard (EEPS) grant application cycle with a payback period of 3 years.

Facility	Energy Savings (Watts) Projected	Projected Annual Energy Savings	Total Project Cost Required	Grant Funding Target	MCC Funding Investment	Annualized Payback
Building A	149,310	\$34,939	\$360,987	\$94,617	\$266,370	7.6 Years
Building B	64,435	\$15,078	\$197,124	\$42,374	\$154,750	10.3 Years
Building C	28,356	\$6,635	\$154,386	\$17,014	\$137,372	20.7 Years
Building D	35,420	\$8,288	\$49,890	\$25,365	\$24,525	3.0 Years
Building E	7,531	\$1,762	\$41,558	\$6,170	\$35,388	20.1 Years
Campus Totals	285,052	\$66,702	\$803,945	\$185,540	\$618,405	12.3 Years

The analysis shows that the College could save over 35,420 watts annually. That results in an approximate annual energy savings of \$8,288.00. The total Building D project costs to obtain this savings are about \$49,890.00. The estimated grant is approximately \$25,365.00, with the College required to provide matching funds in the amount of approximately \$24,525.00.

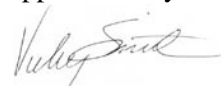
If funded, the project and invoice are to be completed by May 31, 2011. Implementation of the project includes obtaining three contractors’ bids, hiring a contractor, completing the work and submitting proof of payment to DCEO by May 31, 2011.

This expense will be budgeted in the O &M Restricted Fund.

Recommendation

It is recommended that the Board of Trustees approves this Energy Efficiency Portfolio Standard grant application for Building D to the Illinois Department of Commerce and Economic Opportunity (DCEO), and the implementation of this project.

The College will pay the total cost of the project, approximately \$49,890.00. The College will receive a grant rebate from DCEO of approximately \$25,365.00. The final net expense to the College will be approximately \$24,525.00.



Vicky Smith
 President

ICCTA Paul Simon Student Essay Contest

Information

The Illinois Community College Trustee Association's Paul Simon Student Essay Contest provides a \$500 scholarship to the student who best describes "*How My Community College Has Changed My Life.*"

All currently enrolled students at ICCTA member colleges are eligible to participate in the contest at the local level. However, each ICCTA member college may enter only one student essay in the statewide competition each year. The winner of the statewide competition will receive a \$500 cash stipend for educational expenses during the fall 2011 semester. In addition, ICCTA will invite the winner to attend the association's June awards banquet in Springfield.

Promotion of the competition began in November. English instructors were given the flyer announcing the contest, it was discussed in their classes, and 14 individuals completed the process. All essays were reviewed by the Chair of the English department. A committee of English instructors judged the entries and selected the essay written by Bill Thompson, who will represent McHenry County College in the ICCTA's statewide competition.

Bill Thompson

Poe

ENG 151-021

February 03, 2011

How Has My Community College Changed My Life?

Purpose, it is what defines most of us. Some know their purpose in life; others want to discover their purpose in life, while even more people don't see the need for a purpose to their life. I would fall into category one at the present time, but that wasn't always the case. I spent a good deal of my life stuck in category two. I wasn't aware of this however, I considered myself firmly a man rooted in the third category. That's why this is my second go at college, the first time I was never able to focus completely on the task at hand. I had no purpose driving me to focus, but now I do and that is thanks to the effect that McHenry County College (MCC) has had on me.

When I returned to MCC in the spring of 2010 I wasn't sure what I wanted to do with my life. I knew that what I was doing simply wasn't working. I was finished with the obligation I had made to my brothers after my father had passed away. They were on their way to college, or about to be, and that meant I could reevaluate my life. When I came to see a counselor I wasn't sure what classes I wanted to take, heck I wasn't even sure if I could still take classes, that's how out of the loop I was. The counselor suggested that I take criminal justice, my background and interests caused her to think that was a possible life path I would enjoy. She wasn't wrong, but I doubt that she understood how helping me choose that path would lead to a completely different path and define my purpose in life.

Through that meeting I knew that I had a slew of electives I needed to take for my Criminal Justice degree. One of those electives was first responder. I signed up for first responder during the summer of 2010. The class was meant to be nothing more than a chance at some credits, but every day I spent in that classroom the meaning of that class changed. Eventually I started talking to my instructor, the always helpful Mrs. Woloszynski (she'd die if she found out I wasn't calling her Fran, she hates formality) about what I should do with my life. I had made baby steps towards a criminal justice degree, but the field of emergency medicine was calling to me, I just knew it.

That was when I knew, that was when I had my purpose in life. I wanted to help people, I didn't want to arrest the bad guys, I wanted to hold a hurt child, soothe an elderly lady as her vitals are taken and be the man who saved a drunk from downing and didn't get a single thank you for his efforts. I never knew I had all of those desires inside of me, I never knew I had a passion for the field of emergency medicine. But I do, and it took a counselor, a couple of great instructors and a great school to bring that out in me. Today, I know what I want and I know what I am doing with my life. I am moving forward in the emergency medicine field and have branched out into Fire Science and nursing as well. How has my community college changed my life? My answer is simple, it gave me purpose.

AVP Academic and Student Affairs
Office of Marketing and Public Relations staff

11 a.m.-Noon Open Forum with Executive Council
Noon-12:30 p.m. Lunch on Your Own
12:30-2:50 p.m. Workshop with MCC Brand Facilitating Committee
3-4 p.m. Open Forum with MCC Employees
4-4:30 p.m. De-Brief

Friday, March 25, 2011 – Focus Groups and Interviews

7 a.m.-3 p.m. Focus Groups and Interviews – conducted with the following stakeholders:

- Traditional Student Group
- Adult Student Group
- Student Athletes Group
- MCC Faculty Group 1 (recognized as “heart and soul” of academic program)
- MCC Faculty Group 2 (newer faculty)
- MCC Front-Line Staff Group (registration, library, admissions, etc.)
- Shah Center/Workforce Training Group
- Friends of MCC Foundation Board Group

3-3:30 p.m. De-Brief



Vicky Smith
President

Distributed Press Releases
February 15-March 11, 2011

Information

The following releases have been distributed to all local media outlets from February 15-March 11, 2011.

- MCC Names Winners of High School WYSE 2011 Competition
- Friends of MCC Foundation Sets Pre-Events for 2nd Annual Shoe Ball
- MCC Names President's List Recipients
- MCC Names Dean's List Recipients
- Registration Underway for MCC "ScotStars" Girls Softball Clinic
- MCC Feature: Learning Communities
- Professional Education to Offer New ICD-10 Medical Coding Training
- MCC Announces Priority Registration Dates for Summer Semester
- MCC Reschedules Spring Speaker Series Kick-off for March 1
- MCC Offers Free Seminars for Adults Returning to College
- Free Information Technology Workshops Offered at MCC
- Friends of MCC to Host 2nd Annual Shoe Ball
- MCC to Present "The Miss Firecracker Contest" Comedy March 10-26
- MCC Celebrates Women's History Month During March Featuring Film Fest, Health Fair, Shoe Ball
- MCC to Present Two March Concerts featuring Woodwinds, St. Patrick's Day Music & Dance
- MCC to Offer Construction Zone Flagger Training Course
- MCC's Continuing Education to Offer Plants & Garden Classes
- MCC to Offer New Network Security Associate Degree Format
- MCC to Offer Certified Nursing Assistant Information Session for ESL Learners
- MCC Faculty to Discuss "the Drive for Green"
- MCC Supports Innovative Faculty, Staff Projects
- MCC to Host Annual Midwest Strength & Conditioning Clinic March 19
- ACT Prep Classes Set at MCC During Spring Break
- ISBDC Announces Small Business Seminars for April



Vicky Smith
President