

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

Tuesday, January 18, 2022  
Committee of the Whole



MCC Conference Room A215  
8900 U.S. Highway 14  
Crystal Lake, IL 60012

**MINUTES**

**1. CALL TO ORDER**

Vice Chair Allen called the meeting to order at 6:00pm.

**2. MOMENT OF SILENCE**

The Board of Trustees observed a moment of silence to honor MCC student Samantha (Sammie) King, who passed away earlier in the week.

**3. ROLL CALL**

Vice Chair Allen announced that Trustees Siddons, Evertsen and Sanchez would be attending via Zoom. He asked Secretary Hoban to call the roll for all Trustees physically present. Five Board Trustees were physically present, with the exception of Trustees Evertsen, Siddons and Sanchez.

Vice Chair Allen asked Trustees Siddons, Evertsen and Sanchez whether any closed session conversation will be kept confidential. All three trustees confirmed.

Motion: Move that the Board of Trustees approve Trustees Siddons, Evertsen and Sanchez to attend via Zoom. Trustee Speros motioned, seconded by Trustee Walsh. Motion Approved.

Vice Chair Allen asked Secretary Hoban to take a final roll call to include all Trustees attending.

**Trustees Present**

Mary Beth Siddons- attended via Zoom  
Elizabeth Speros  
Molly Walsh  
Edith Sanchez-attended via Zoom  
Dale Morton  
Tom Allen  
Suzanne Hoban  
Diane Evertsen-attended via Zoom

**Also Present**

Dr. Clinton Gabbard- College President  
Ken Florey – Legal Counsel

**4. ACCEPTANCE OF AGENDA**

It was decided that Closed Session will be removed from the agenda. Agenda accepted as amended.

**5. ACCEPTANCE OF MINUTES:**

Motion: Move that the Committee of the Whole meeting minutes from November 9, 2021 are approved as submitted. Trustee Walsh motioned; seconded by Trustee Speros. Motion approved.

**6. OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS**

There were no public comments submitted for this meeting.

**7. PFM PRESENTATION**

Jeff Schroeder and Matt Hanigan of PFM presented an update on McHenry County College investments via Zoom for the Board of Trustees.

## 8. PRESIDENT'S REPORT: DR. CLINTON GABBARD

### **COVID-19 Update**

As the Spring 2022 semester begins at a time with record increases in the county's COVID-19 positivity, we are reminding employees and students to take every possible health and safety measure so that we all can have a successful semester.

#### **Prerequisite Requirements for In-Person\* Students**

The College has been working diligently to ensure that as many in-person students as possible are in compliance with the prerequisite requirement of either providing proof of vaccination or testing weekly. As part of this compliance effort, all communications (pop-up compliance message, email, text, in-person, CLEARED4 reminders) have reinforced that students taking in-person classes should have registered in MCC's CLEARED4 system by Wednesday, January 12 AND either uploaded proof of COVID-19 vaccination or started weekly COVID-19 testing by Thursday, January 13. After this deadline, those students who were not in compliance received additional last-chance messaging with a final deadline of Wednesday, January 19 or they will be dropped from in-person classes on Friday, January 21.

Current Vaccination and Testing Compliance Information (Student Data as of Monday, January 18)

- Of the approximately 3,250 students who are attending on-campus classes, 74.5% are fully or partially vaccinated.
- 830 students are subject to weekly testing because they haven't yet provided proof of vaccination.
- 581 students provided proof of their weekly testing last week (01/10/2022-01/16/2022), with 81 students who tested positive and who will be off campus until they complete the 5-day isolation period.
- MCC has increased its COVID Response Team by adding two temporary employees within HR to assist in providing customer service to our students and employees, as well as with contact tracing efforts.

#### **Updated Isolation and Quarantine Guidance for Positive Cases and Close Contacts**

In accordance with the new isolation and quarantine guidance that was released by the CDC and subsequently adopted by IDPH on January 4, MCC updated its guidance to reflect shorter, five-day isolation and quarantine times, effective immediately. These new guidelines are applicable to when individuals who have tested positive or who are close contacts may return to campus.

If an employee or student tests positive for COVID-19 or they are a close contact with someone who has, is awaiting a COVID-19 test result, and/or is exhibiting symptoms of COVID-19, they should always report this information to MCC immediately through our existing HR and Student Health process.

#### **Current Strategies for Mitigating Potential Impact of COVID-19 and Omicron Variant**

We are working with both IDPH/IEMA and Jewel Osco on hosting two new onsite vaccination/booster clinics in late January/early February.

#### **Spring 2022 "Telework Fridays" to Begin on January 21**

There is a significant drop in Friday on-campus traffic due to fewer classes. In fall, it was even 30% less than the typical minimal traffic experienced on Fridays. Data indicates that a similar traffic pattern will take place this spring. Due to this decreased activity on Fridays, the College will test a Friday telework model for many full-time employees beginning on Friday, January 21.

### **Masks/Face Coverings on Campus**

It is required that all individuals wear a mask/face covering over nose and mouth at all times while on campus. The only exception may be when an employee is alone in a closed office space. We have asked that if employees see others not adhering to this on-campus requirement, that they remind them to put on a mask immediately.

### **CAO Search Update**

In the Fall 2021 semester, a comprehensive search process for MCC's next Vice President of Academic Affairs and Workforce Development was conducted by a college committee comprised of diverse professionals. After an extensive process to find someone who measures up to MCC's high standards of professionalism, academic rigor, and commitment to our mission of student success, we were unsuccessful at finding the right candidate for MCC. We will re-start a new search for this position this month with great anticipation that this search will result in a recommendation to the Board.

### **Spring 2022 Enrollment Update**

Today (Tuesday, January 18) is the first day of classes for the Spring 2022 semester. Significant efforts to drive Spring 2022 enrollment have been underway since early November. As well as encouraging students to register for classes, an ongoing campaign has been in place to remind students of compliance requirements for proof of vaccination or weekly testing. While credit-only enrollment remains flat compared to last spring, overall credit hours and headcount are up when including both Adult Education and Dual Credit numbers, as indicated below. We will provide additional enrollment information regarding tenth-day reporting.

#### **Spring 2022 Credit-Only Enrollment**

- Credit Hours: 42,777 (-.1% from Spring 2021)
- Headcount: 4,558 (-1% from Spring 2021)

#### **Spring 2022 – Total Enrollment** *(includes Adult Education, Dual Credit)*

- Credit Hours: 60,412 (up 5.5% over Spring 2021)
- Headcount: 8,647 (up 10.3% over Spring 2021)

#### **Foglia CATI Progress**

Planning work with Ross Barney Architects has continued for the Foglia Center for Advanced Technology and Innovation (CATI), including several discussions on specifics, such as: IT needs; materials; and artwork. To date, we remain on-track to break ground in late July.

- **Advance McHenry County Grant – Pending Award Approval** To support the purchase of equipment that will be used in the space, the College has submitted two grants for federal funding. The first, Advance McHenry County, is focused on the administration of American Rescue Plan funds in order to support community-driven projects that deliver long-term benefits across the county. The College requested \$1,693,100 million through the grant, with a match of 22% from MCC institutional funds. In early January, MCC attended a meeting with the County Board's Finance and Audit Committee to clarify any questions about the project. After their unanimous recommendation to move the grant forward, the full McHenry County Board will vote to approve grant funding for MCC's project this evening (Tuesday, January 18, 2022 at 7 p.m.). In anticipation of this pending approval, the College is working with the county on a joint release announcement.

- **Economic Adjustment Assistance Grant Submission** MCC has submitted an application to the Economic Development Administration's Economic Adjustment Assistance (EAA) grant to fund the remaining equipment costs. The EAA grant funds can be used to cover the cost of training equipment and require a 20% applicant match, which MCC will also cover using institutional funds. The total grant request was for \$1,680,134, with MCC's matching funds of \$421,308. We anticipate hearing about this grant soon.

#### **Update on Diversity, Equity, Belonging, and Inclusion (DEBI) Efforts**

After completing focus group discussions and various interviews in late August, our consultants on this project were given an expected deadline to provide a draft report. This date, as well as several extended deadlines, passed without the College receiving a draft. On November 4, several months after the expected deliverable, a draft was delivered to MCC's review. Within the following two weeks, College leadership responded to the draft with some factual and data corrections, as well as some general comments for the consultants to review. At the end of November, we reached out to ask for a meeting to discuss the draft and possible revisions. Unfortunately, there was delay by consultants, which led finally to a meeting on Friday, January 7 for a first discussion about the draft and revisions. Based on this extended timeline and their response, we have been disappointed in the lack of timeliness and overall performance of the consultants. In the meantime, we are nearing a document that provides an overview of where the College is and recommendations to ensure that DEBI efforts are woven into our actions, behaviors, strategies, and hearts. While 2021 was focused on assessment and planning, 2022 will begin efforts to act on recommendations that will arise from the consultant's work, as well as from the ideas that continue to emerge from our employees and students.

#### **Updates to MCC Scholarships Webpage**

MCC's Office of Marketing and Public Relations collaborated with the Foundation and Admissions teams to consolidate all scholarship types from various spots on the College website (foundation, financial aid, noncredit, etc.) to one succinct page in order to make it even easier for students to find scholarship opportunities of any kind. Now, the new scholarship landing page, [www.mchenry.edu/scholarships](http://www.mchenry.edu/scholarships), lists all options so a student can navigate from one central location. This webpage is available from the homepage under the Paying for College tab.

#### **Student Assistance Programs Provide Wrap-Around Services**

MCC provides a wide array of student assistance programs to support our students with everything from food, to transportation, to mental health services. A complete list of services is available online at [www.mchenry.edu/assistance](http://www.mchenry.edu/assistance). Students are invited to stop into any of these offices for a list, or for additional support: Student Affairs Office Suite; Student Success Center; CO/LAB A, B, and E; Advising.

#### **MCC 2021 Overview Provided to City of Crystal Lake**

Each year, MCC has an opportunity to provide an update about prior year accomplishments in Crystal Lake's State of the Community document. This comprehensive document, which also includes K-12 institutions in Crystal Lake, as well as other agencies, is shared at the Crystal Lake Chamber's annual luncheon in February. An overview was shared with the Board.

#### **Upcoming MCC Events – January 2022**

Dr. Gabbard shared upcoming campus events with the Board of Trustees.

#### **9. DECEMBER PRELIMINARY FINANCIAL STATEMENTS**

Mr. Tenuta provided a recap of the preliminary December financial statements.

#### 10. FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS

Mr. Morton commented on the student assistance program and thinks it's great. He had a question about the instructors informing students of this resource. Dr. Koronkiewicz answered that it has been shared with the faculty. Ms. Walsh requested that a report be shared in 3 months so we can see how many students are taking advantage of this.

Ms. Hoban congratulated the cabinet team on taking on a lot of work and soldiering through. She commented that the team is doing a phenomenal job, and this is reflected in the spirit of the college.

Ms. Evertsen reminded the Board that there was a discussion some time ago about the fire fighters' facility and law enforcement training as well. What happened with that? Mr. Tenuta answered that the grant was submitted but we don't have the funding yet.

Ms. Siddons congratulated the team on the grant and to echo what Ms. Hoban said, she thinks the team has done a great job and kept going.

Ms. Speros commented on the winter commencement, it was a wonderful event. She appreciated the time spent for the financial presentation. She had an opportunity last semester to be at a faculty book discussion and it was very insightful.

Ms. Walsh echoed the other trustees and commended the team on all the work keeping everyone on campus safe during Covid-19. Getting the grants is great news for the college. She is anxious to receive the DEBI report.

Ms. Sanchez commented on the student assistance being a great resource. Most of the students who are applying feel great relief that they don't have to buy a laptop.

Mr. Allen thanked everyone that's doing more than what the scope of their work is. He commented that the hard work is showing up on the community members and they are very thankful.

#### 11. CLOSED SESSION

No closed session.

#### 12. ADJOURNMENT

Hearing no further business, Vice Chair Allen declared the meeting adjourned at 7:45pm. Trustee Walsh motioned; seconded by Trustee Evertsen.

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Denisa J. Shallo, Recording Secretary

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Suzanne Hoban, Board Secretary