

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

Thursday, June 24, 2021  
Regular Board Meeting  
6:00 p.m.



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

**AGENDA**

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. COLLEGE MISSION STATEMENT
5. ACCEPTANCE OF AGENDA
6. ACCEPTANCE OF MINUTES: Regular Board Meeting, May 27, 2021
7. OPEN FOR RECOGNITION OF VISITORS AND PUBLIC COMMENTS  
*Three (3) minutes per person or less.*
8. PRESIDENT'S REPORT: Dr. Clinton Gabbard
9. COMMUNICATIONS
  - A. Faculty Report: Ms. Sarah Sullivan
  - B. Adjunct Faculty Report: Dr. Mark Rockwell
  - C. Staff Council Report: Ms. Tawnja Trimble
  - D. Student Trustee Report: Ms. Edith Sanchez
  - E. Attorney Report
10. APPROVAL OF CONSENT AGENDA  
**For Approval**
  - A. Executive Summary and Financial Statements
    1. Executive Summary, Board Report #21-68
    2. Treasurer's Report, Board Report #21-69
    3. Ratification for Accounts Payable Check Register, Board Report #21-70
  - B. Request to Approve/Implement/Lease/Purchase/Renew/Replace/Upgrade
    1. MCC 2021 Updated Calendar of Events with Alcohol Service, Board Report #20-126, Amended
    2. Adobe Site License Agreement, Board Report #21-71
    3. CampusWorks, Inc. Information Technology Services Contract Agreement, Board Report #21-72
    4. Catalog Production Software, Board Report #21-73
    5. ComEd Electrical Supply to New Storage Building, Board Report #21-74
    6. Digital Lightboard and One Button Studio, Board Report #21-75
    7. Electrical Equipment Upgrades, Board Report #21-76
    8. Ferrilli LLC Annual Enterprise Resource Planning (ERP) Support Agreement, Board Report #21-77
    9. Furniture for B166-B167 and B255 Math Tutoring Services Center, Board Report #21-78
    10. New Next Generation Firewalls Hardware/Install, Board Report #21-79
    11. Support/Services for Cloud-Based MCC Store POS, Board Report #21-80
    12. Title III: Pathways Center Furniture for Room E108, Board Report #21-81

C. Personnel

1. Authorization for Personnel Appointment, Board Report #21-82
2. Salary Adjustment, Board Report #21-83

11. ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

12. REQUEST TO GRANT HONORARY LEGACY STATUS, Board Report #21-84

13. APPROVAL OF FISCAL YEAR 2022 TENTATIVE BUDGET, Board Report #21-85

14. FISCAL YEAR 2023 RESOURCE ALLOCATION MANAGEMENT PROGRAM (RAMP), Board Report #21-86

15. ADMINISTRATIVE COMPENSATION ADJUSTMENT FOR FY 2022, Board Report #21-87

16. COMPENSATION ADJUSTMENT FOR CONFIDENTIAL AND SECURITY PERSONNEL FY 2022-FY 2024, Bd Rpt #21-88

17. COMPENSATION ADJUSTMENT FOR CONTINGENT EMPLOYEES FOR ACADEMIC YEAR 2021-2022, Bd Rpt #21-89

18. CONTINGENT TUTOR SALARY REPLACEMENT, Board Report #21-90

19. MEMORANDUM OF AGREEMENT BETWEEN BOARD OF TRUSTEES OF MCHENRY COUNTY COLLEGE AND MCHENRY COUNTY COLLEGE STAFF COUNCIL, Board Report #21-91

20. FOR INFORMATION

- A. New Employees
- B. Employee Resignations and Retirement Notifications
- C. June Committee Meeting Summary
- D. Center for Agrarian Learning Update
- E. Friends of McHenry County College Foundation Update
- F. Grants Office Update
- G. Office of Marketing and Public Relations Update
- H. Sustainability Center Update
- I. Workforce Development Update

21. FUTURE AGENDA ITEMS

22. SUMMARY COMMENTS BY BOARD MEMBERS

23. CLOSED SESSION

- A. 120/2(c), Exception #1, Personnel
- B. 120/2(c), Exception #21, Review of Closed Session Minutes
- C. Other matters as pertain to the exceptions of the Open Meetings Act

24. ACCEPTANCE OF CLOSED SESSION MINUTES: February 25, 2021 and March 25, 2021 Regular Board Meeting Closed Session minutes

25. ADJOURNMENT

A handwritten signature in black ink, appearing to read "Mary Beth Siddons", followed by a long horizontal line extending to the right.

Mary Beth Siddons  
Chair

## Student Trustee Report

### **New-Student Orientation**

MCC opened the online orientation to our incoming summer and fall students on April 5. Since then we have had 510 students complete orientation. After a student completes online orientation, they are matched up with their assigned advisor. Their assigned advisor will email them to set up an appointment so they can help the student plan their first semester schedule and answer any questions the student might have. After this appointment, a faculty member will also reach out to the student to see if they would like to set up a meeting just to chat. Faculty are there to answer any questions about their program and perhaps give information about careers in their field. They also provide some basic college tips and tricks.

### **MCC Summer Outdoor Movie**

MCC is hosting an outdoor movie night on June 24, showing *Monsters Inc.*, which was voted on and selected by the community. The event is open to all MCC students, employees, and community members. Participants are able to bring their own lawn chairs and blankets or watch from their cars.

### **MCC Art Students**

MCC art students Donna Bieschke and Janet Devereaux had their artwork accepted into the 2021 Women's Works exhibit, an annual, international juried fine arts exhibit on June 3-27 at the Old Courthouse Arts Center. Bieschke exhibited her self-portrait photograph titled "Invisible Woman," and Devereaux exhibited "Le Thé." The show included 85 pieces, chosen from 550 pieces of various media submitted. The Women's Works exhibit celebrates female artists and is presented by the Northwest Area Arts Council (NAAC). Chicago-based artist Audra Jacot was featured as this year's judge.

### **Purple Pride Relief Fund**

MCC's Purple Pride Relief Fund helps MCC students who have economic challenges as a result of the COVID-19 pandemic. Purple Pride Relief has helped pay for students' tuition, fees, or other educational expenses this summer (or fall). It is one of the many financial resources available to MCC students. The more classes students take, the more funds they may be eligible to receive.

### **Athletics**

Congratulations to our student-athletes and our athletics department for continuing to demonstrate why the word "student" comes first in student-athlete. The athletes' average GPA was 3.13 for the Spring 2021 semester. Four teams were recognized at NJCAA Academic Teams of the year. Hard work pays off!

Executive Summary

Information

Attached is the Executive Summary of financial information with year-to-date results for FY 2021 through the month of May.

Recommendation

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

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

Clinton E. Gabbard  
President

## Executive Summary

Fiscal Year 2021 is currently 91.4% complete with the year-to-date results ending May 31, 2021 being reported. In the Operating Funds, total revenue is 67.3% of budget, as compared with 70.8% at the same time last year. Total expenditures are 59.6% of budget, as compared with 63.9% of budget at the same time last year. The Operating Funds include both the Education Fund and the Operations and Maintenance Fund, and together comprise most of the instruction and instructional support activities of the College. The following items relate to the Operating Funds (Fund 01 and Fund 02) as a whole:

### Revenue

- Local governmental is 91.8% of budget and up \$685,426 (2.8%) from last year at this time. FY21 revenue is 25,575,108 vs. FY20 revenue of \$24,889,681. For FY21, this revenue is derived from 50% of the 2019 tax levy (as approved by the Board in November 2019) and 50% of the 2020 tax levy (as approved by the Board in November 2020).
- State government is 92.7% of budget and up \$275,458 (8.5%) from last year at this time. FY21 revenue is \$3,533,126 vs. FY20 revenue of \$3,257,668.
- Federal government is 41.0% of budget and up \$48,296 (2,457.8%) from last year at this time. FY21 revenue is \$50,261 vs. FY20 revenue of \$1,965.
- Student tuition and fees is 103.5% of budget and up \$132,157 (1.0%) from last year at this time. FY21 revenue is \$13,419,562 vs. FY20 revenue of \$13,287,405. Budgeted tuition and fees revenue is calculated based on a calculated net billable credit hours and not total reported credit hours, which includes dual credit. Dual credit only generates tuition revenue if these classes are held on campus with our instructors.
- Sales and service fee is 8.1% of budget and down \$111,153 (-90.1%) from last year at this time. FY21 revenue is \$12,171 vs. FY20 revenue of \$123,324. Activity in this area is comprised primarily from the Kids and College, Fitness Center, Horticulture Sales, and Sweet Scots.
- Facilities is 96.8% of budget and up \$1,789 (10.8 %) from last year at this time. FY21 revenue is \$18,366 vs. FY20 revenue of \$16,577. Revenue in this category is comprised of the leasing of the land owned by the College to the radio station and as farmland.
- Investment is 27.8% of budget and down 686,354 (-86.1%) from last year at this time. FY21 revenue is \$110,957 vs. FY 20 revenue of \$797,312.
- Nongovernmental gifts, scholarships, grants & bequests is 43.9% of budget and down \$20,416 (-68.9%) from last year at this time. FY21 revenue is \$9,219 vs. FY20 revenue of \$29,636. Activity is due to contributions from the Foundation for faculty requested needs (travel, software, etc.).
- Other is 20.6% of budget and up \$2,571 (0.0%) from last year at this time. FY21 revenue is \$5,391,396 vs. FY20 revenue of 5,388,826. The main items in this category consists largely of Employee Health Insurance Contributions, which account for \$5,302,154, Retiree Health contributions, which account for \$1,982, Other Misc. Income, which account for \$51,484 with the remaining balance being made up of smaller accounts such as NSF charges, assorted fines, fees, and miscellaneous income all of which total \$35,776. The large variance to budget is the result of the "On-Behalf Payment" for the employer's pension contribution for employees made by the State. For FY20 that "On-Behalf Payment" was \$18,954,831.

## Expenditures

- Salaries expenditures are 85.4% of budget and down \$294,312 (-1.2%) from last year at this time. FY21 expenditures are \$23,501,409 vs. FY20 expenditures of \$23,795,721.
- Employee benefit expenditures are 28.5% of budget and up \$646,257 (8.1%) from last year at this time. FY21 expenditures are \$8,579,862 vs. FY20 expenditures of 7,933,605. ***This line item is dependent on the health experience or the use of benefits by the employee group and their own independent choice of coverage. Therefore, it will always be difficult to budget in advance to any degree of certainty and will experience good years and bad years as a result.*** This account group will always be significantly below budget until year-end adjustments are made for SURS contributions paid by the State on behalf of the employees. The amount expensed for SURS contributions are about \$14-17 million annually depending on the actuarial tables maintained by the State. However, this expense is offset by an equal amount in “other revenue” and therefore has no effect on the operating performance of the College.
- Contractual services expenditures are 95.5% of budget and up \$652,875 (20.8%) from last year at this time. FY21 expenditures are \$3,793,555 vs. FY20 expenditures of \$3,140,681. The account includes contractual services for custodial services, legal services, construction management, roads and grounds, and architectural type services.
- Materials and supplies expenditures are 81.9% of budget and down \$828,351 (-28.0%) from last year at this time. FY21 expenditures are \$2,132,955 vs. FY20 expenditures of 2,961,306.
- Travel and meeting expenditures are 28.3% of budget and down \$126,215 (-50.4%) from last year at this time. FY21 expenditures are \$124,027 vs. FY20 expenditures of \$250,243.
- Fixed charges expenditures are 103.6% of budget and down \$166,875 (-9.2%) from last year at this time. FY21 expenditures are \$1,646,131 vs. FY20 expenditures of \$1,813,006. Included in this category are bond principal, interest payments, lease payments, and general insurance.
- Utilities expenditures are 79.1% of budget and up \$31,556 (3.6%) from last year at this time. FY21 expenditures are \$913,574 vs. FY20 expenditures of \$882,018.
- Capital Outlay expenditures are 31.6% of budget and down \$2,133,038 (-76.3%) from last year at this time. FY21 expenditures are \$661,315 vs. FY20 expenditures of \$2,794,354. ***Please be aware that large projects started in one fiscal year may cross into a new fiscal year and will therefore have an impact on two fiscal years (i.e. one year under budget and the next over budget).***
- Other expenditures are 89.0% of budget and up \$151,277 (23.3%) from last year at this time. FY21 expenditures are \$801,228 vs. FY20 expenditures of \$649,950. The main category of expenses includes tuition waivers, tuition related refunds, and miscellaneous expense.
- Contingency expenditures are 0.0% of budget and even \$0 (0.0%) from last year at this time. FY21 expenditures are \$0 vs. FY20 expenditures of \$0.

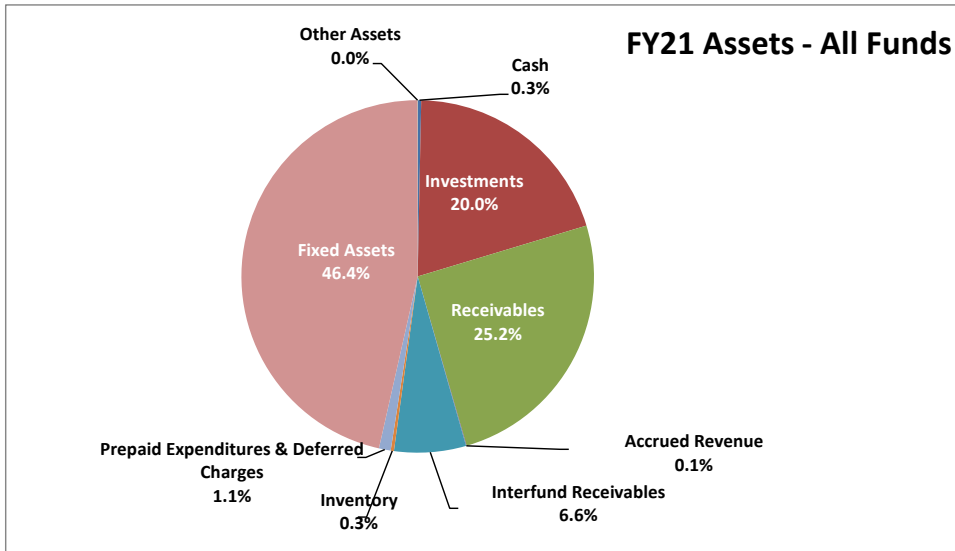
Clinton E. Gabbard  
President

**All Funds Statement of Net Position (Balance Sheet)**  
**May 31, 2021**

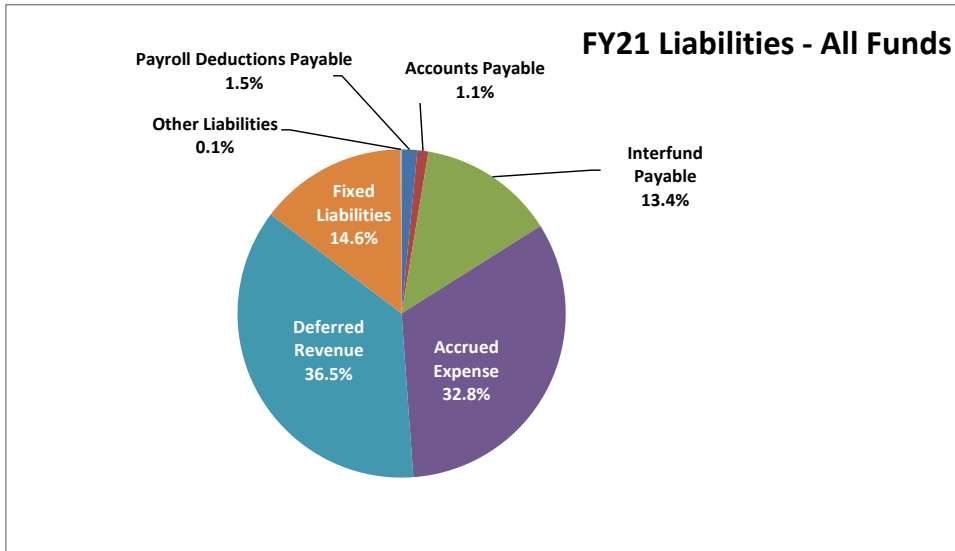
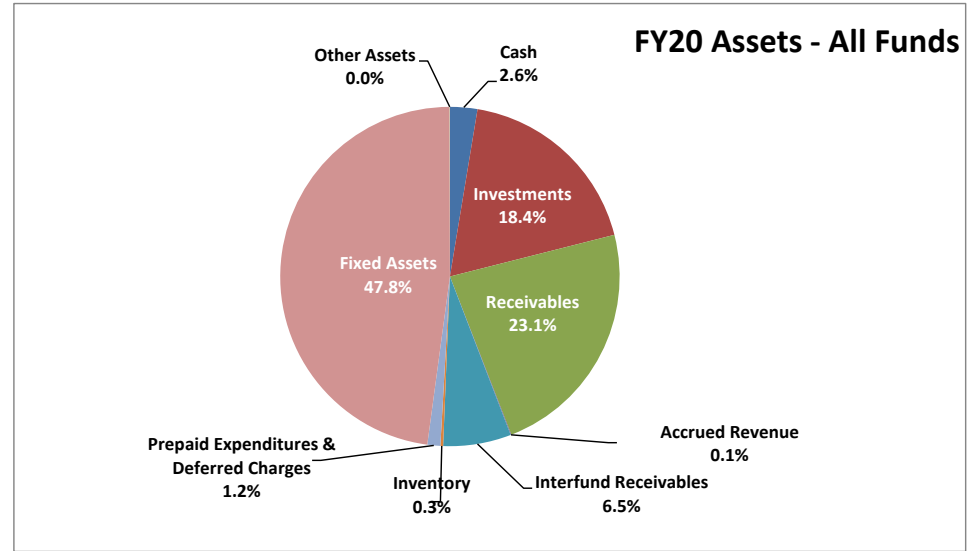
Funds Statement of Net Position (Balance Sheet)														
May 31, 2021														
	01	02	03	04	05	06	07	08	09	10	11	12	17	
	All Funds	Education Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliary Enterprises Fund	Restricted Purposes Fund	Working Cash Fund	General Fixed Asset Fund	General Long-Debt Fund	Trust & Agency Fund	Audit Fund	Liability Protection & Settlement Fund	OPEB Fund
Assets														
Cash	479,120	0.00	-	-	452,473	0	(0)	-	-	-	26,646	-	-	-
Investments	30,002,618	10,620,148	1,038,737	13,276,152	-	-	-	2,960,141	-	-	-	-	2,107,440	-
Receivables	37,727,967	33,535,099	2,386,993	-	-	6,983	1,024,694	-	-	-	-	74,687	699,511	-
Accrued Revenue	78,960	16,268	1,523	55,431	-	-	-	3,127	-	-	-	-	2,612	-
Interfund Receivables	9,863,752	2,310,639	6,551,983	(78,912)	-	56,136	(144,631)	95,646	-	-	379,194	43,696	(0)	650,000
Inventory	444,027	-	-	-	-	444,027	-	-	-	-	-	-	-	-
Prepaid Expenditures & Deferred Charges	1,618,688	884,464	26,315	21,120	-	3,525	492	-	-	49,101	-	-	19,793	613,879
Fixed Assets	69,601,290	-	-	-	-	-	-	-	69,601,290	-	-	-	-	-
Other Assets	28,418	-	-	-	-	-	-	-	-	28,418	-	-	-	-
Total Assets	149,844,840	47,366,618	10,005,551	13,273,791	452,473	510,672	880,555	3,058,915	69,601,290	77,519	405,840	118,382	2,829,355	1,263,879
Liabilities														
Payroll Deductions Payable	1,132,742	921,841	56,245	-	-	108,115	-	-	-	-	-	-	46,541	-
Accounts Payable	792,561	792,731	-	-	-	2,375	(2,545)	-	-	-	-	-	-	-
Interfund Payable	9,863,752	-	-	7,597,922	-	-	383,404	-	-	-	-	-	1,882,426	-
Accrued Expense	24,099,502	-	-	-	-	-	-	-	-	-	-	-	-	24,099,502
Deferred Revenue	26,782,028	19,747,154	1,441,004	24,706	230,587	51,432	-	-	-	-	-	43,750	409,759	4,833,636
Fixed Liabilities	10,712,337	-	-	-	-	-	-	-	-	10,712,337	-	-	-	-
Other Liabilities	76,182	37,767	-	-	-	38,416	-	-	-	-	-	-	-	-
Total Liabilities	73,459,105	21,499,493	1,497,250	7,622,627	230,587	200,337	380,859	-	-	10,712,337	-	43,750	2,338,726	28,933,138
Designated Fund Balance	76,385,735	25,867,125	8,508,301	5,651,163	221,886	310,334	499,696	3,058,915	69,601,290	(10,634,819)	405,840	74,632	490,629	(27,669,259)
Assigned Fund Balance														
33% Unassigned for annual budgeted expenditures	17,820,819	16,033,362	1,787,457											
Other Designated Reserves	0													
Capital Improvement/Investment in Capital Assets	75,252,454			5,651,163	0				69,601,290					
Liabilities, Protection, and Settlement	-37,890,967								-10,712,337				490,629	-27,669,259
Working Cash/Other Restricted	2,730,168						499,696	1,750,000			405,840	74,632		
Remaining Unassigned Balance	18,473,261	9,833,762	6,720,844	0	221,886	310,334	0	1,308,915	0	77,519	0	0	0	0

**All Funds Statement of Net Position (Balance Sheet)**  
**May 31, 2021**

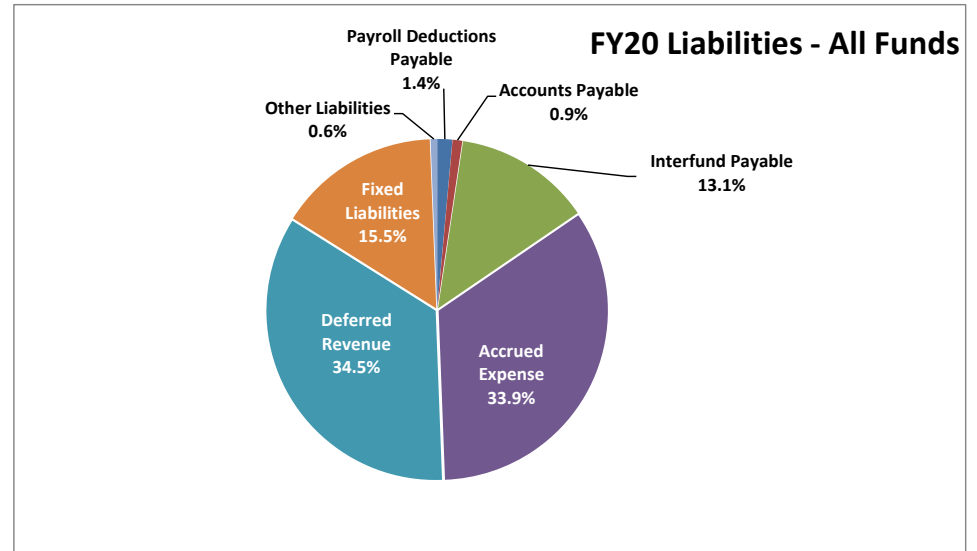
Total Assets = \$ 149,844,840



Total Assets = \$ 146,264,166



Total Liabilities = \$ 73,459,105



Total Liabilities = \$ 72,212,783

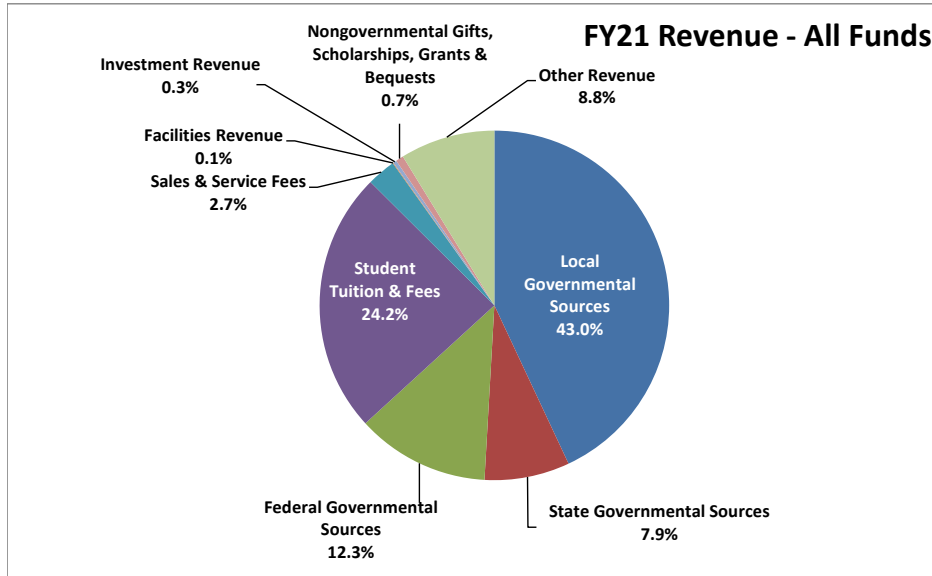


**All Funds Statement of Activities (Income Statement)**  
**May 31, 2021**

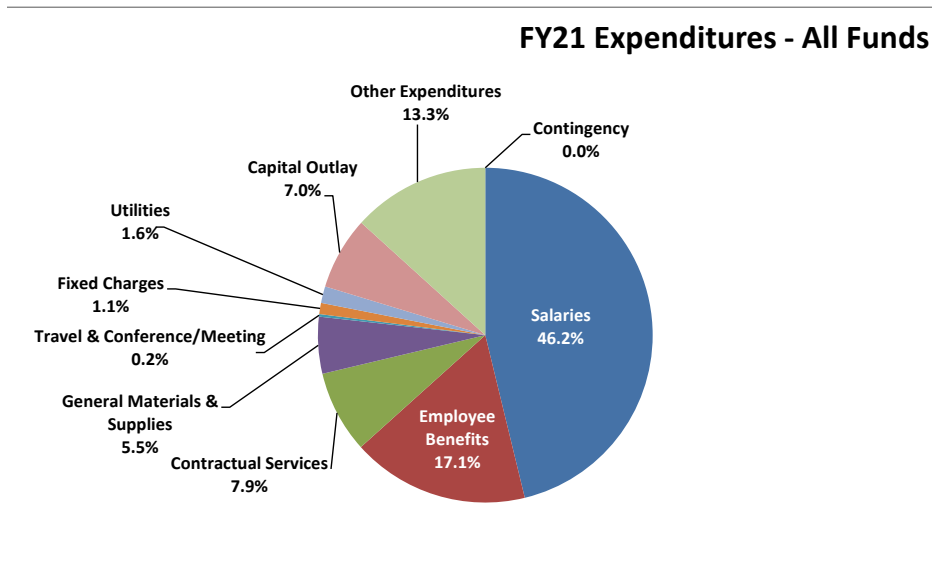
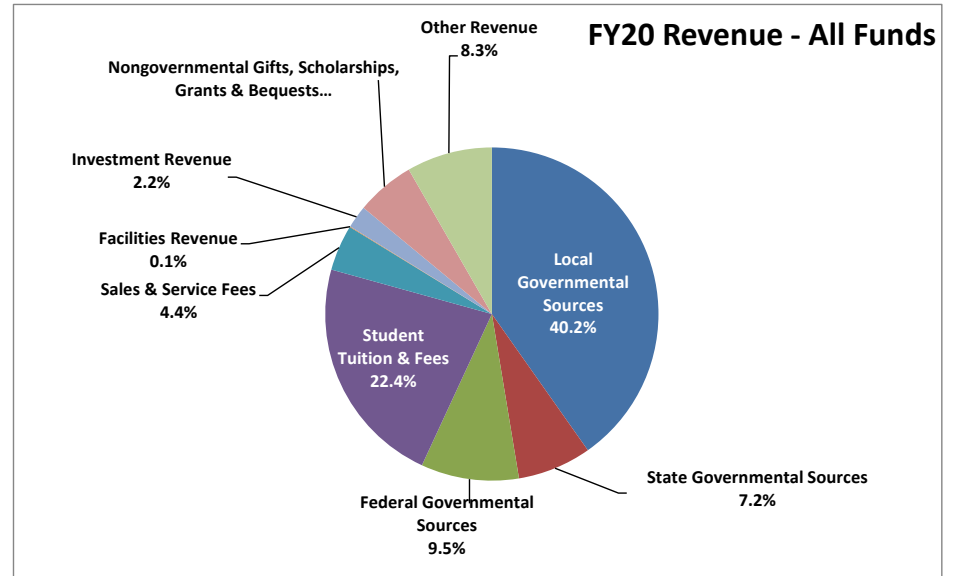
		01	02	03	04	05	06	07	08	09	10	11	12	17
	All Funds	Education Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond and Interest	Auxiliary Enterprises Fund	Restricted Purposes Fund	Working Cash Fund	General Fixed Asset Fund	General Long-Debt Fund	Trust & Agency Fund	Audit Fund	Liability Protection & Settlement Fund	OPEB Fund
<b>Revenue</b>														
Local Governmental Sources	26,638,781	23,046,435	2,528,673	-	-	-	4,512	-	-	-	-	68,469	990,692	-
State Governmental Sources	4,877,582	2,794,635	738,491	-	-	-	1,344,456	-	-	-	-	-	-	-
Federal Governmental Sources	7,621,297	50,261	-	-	-	-	7,571,035	-	-	-	-	-	-	-
Student Tuition & Fees	15,013,118	11,854,898	1,564,664	77,296	721,447	794,812	-	-	-	-	-	-	-	-
Sales & Service Fees	1,650,320	12,171	-	-	-	1,638,149	-	-	-	-	-	-	-	-
Facilities Revenue	39,341	18,366	-	-	-	20,975	-	-	-	-	-	-	-	-
Investment Revenue	199,759	106,084	4,873	70,447	-	-	-	10,001	-	-	-	-	8,353	-
Nongovernmental Gifts, Scholarships, Grants & Bequests	443,028	9,219	-	-	-	-	288,816	-	-	-	144,993	-	-	-
Other Revenue	5,431,310	5,361,555	29,842	994,574	-	-	-	-	-	(994,574)	39,914	-	-	-
<b>Total Revenue</b>	<b>61,914,535</b>	<b>43,253,624</b>	<b>4,866,543</b>	<b>1,142,318</b>	<b>721,447</b>	<b>2,453,936</b>	<b>9,208,820</b>	<b>10,001</b>	<b>-</b>	<b>(994,574)</b>	<b>184,907</b>	<b>68,469</b>	<b>999,045</b>	<b>-</b>
<b>Expenditures</b>														
Salaries	26,242,584	23,004,147	497,262	-	-	1,293,714	1,164,534	-	-	-	-	-	282,926	-
Employee Benefits	9,731,637	8,485,187	94,675	-	-	256,468	206,557	-	-	-	-	-	688,750	-
Contractual Services	4,514,178	2,574,895	1,218,660	37,349	-	275,765	325,246	-	-	-	-	54,500	27,762	-
General Materials & Supplies	3,111,856	1,918,730	214,225	416	-	754,213	206,966	-	-	-	-	-	17,305	-
Travel & Conference/Meeting	140,046	108,232	15,795	-	-	5,964	6,344	-	-	-	-	-	3,712	-
Fixed Charges	611,504	1,623,040	23,091	-	624,000	7,800	-	-	-	(1,748,006)	-	-	81,579	-
Utilities	913,574	340,910	572,664	-	-	-	-	-	-	-	-	-	-	-
Capital Outlay	3,987,403	75,680	585,636	994,574	-	3,770	232,916	-	2,094,828	-	-	-	-	-
Other Expenditures	7,541,891	801,228	-	-	-	4,505	6,567,045	-	-	-	169,114	-	-	-
Contingency	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>56,794,674</b>	<b>38,932,049</b>	<b>3,222,009</b>	<b>1,032,340</b>	<b>624,000</b>	<b>2,602,199</b>	<b>8,709,607</b>	<b>-</b>	<b>2,094,828</b>	<b>(1,748,006)</b>	<b>169,114</b>	<b>54,500</b>	<b>1,102,034</b>	<b>-</b>
<b>Excess/(deficit) of revenues over expenditures</b>	<b>5,119,861</b>	<b>4,321,575</b>	<b>1,644,534</b>	<b>109,978</b>	<b>97,447</b>	<b>(148,263)</b>	<b>499,213</b>	<b>10,001</b>	<b>(2,094,828)</b>	<b>753,432</b>	<b>15,792</b>	<b>13,969</b>	<b>(102,989)</b>	<b>-</b>
Operating transfers in	700,000	-	-	-	-	450,000	-	-	-	-	-	-	-	250,000
Operating transfers out	700,000	700,000	-	-	-	-	-	-	-	-	-	-	-	-
Beginning Fund Balance	71,265,874	22,245,550	6,863,767	5,541,185	124,439	8,598	483	3,048,913	71,696,118	(11,388,250)	390,048	60,664	593,618	(27,919,259)
Ending Fund Balance	<u>76,385,735</u>	<u>25,867,125</u>	<u>8,508,301</u>	<u>5,651,163</u>	<u>221,886</u>	<u>310,334</u>	<u>499,696</u>	<u>3,058,915</u>	<u>69,601,290</u>	<u>(10,634,819)</u>	<u>405,840</u>	<u>74,632</u>	<u>490,629</u>	<u>(27,669,259)</u>

**All Funds Statement of Activities (Income Statement)**  
**May 31, 2021**

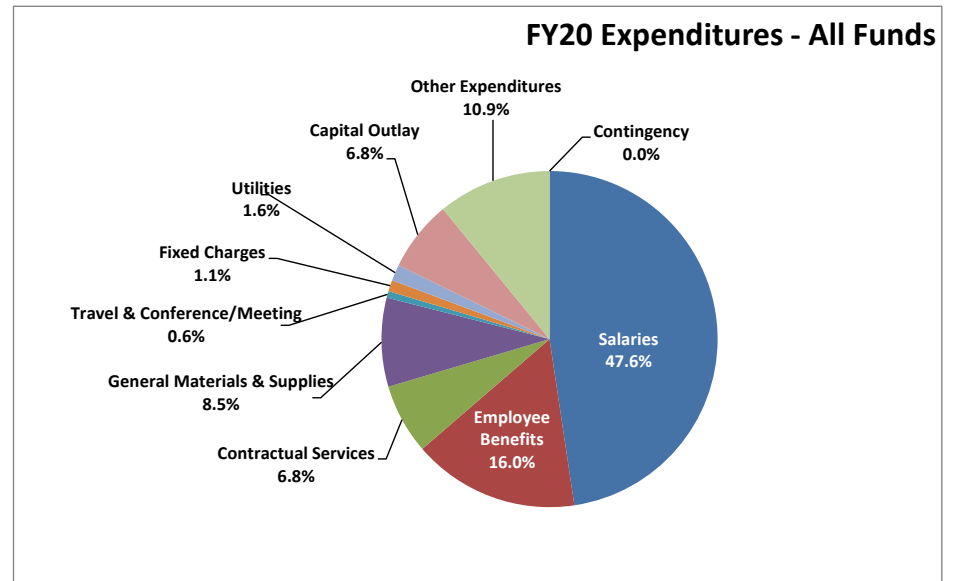
Total Revenue = \$ 61,914,535



Total Revenue = \$ 65,207,453



Total Expense = \$ 56,794,674



Total Expense = \$ 56,916,956

Operating Funds  
Net of SURS/Investments

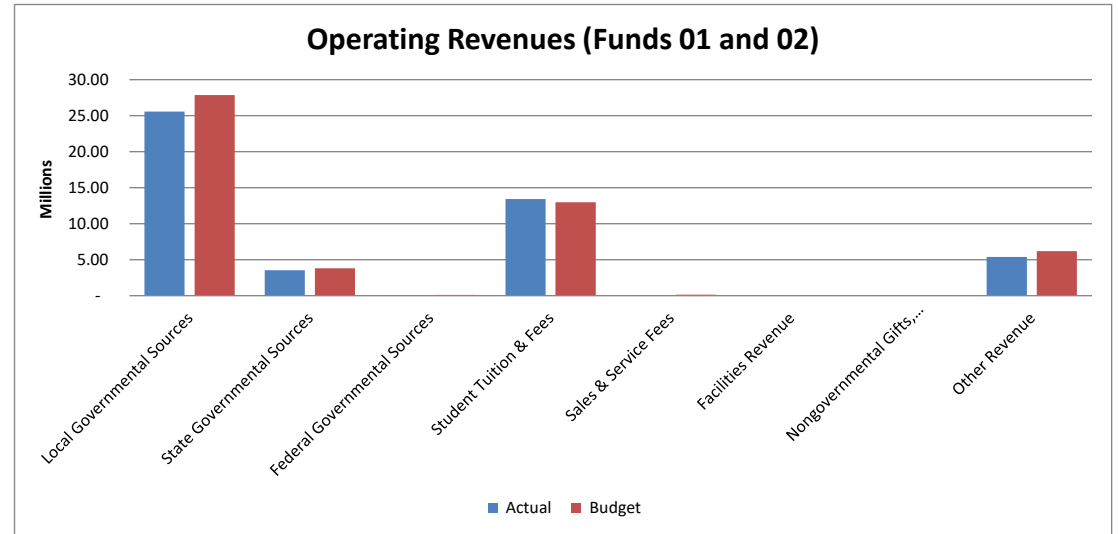
**Operating (Funds 01 & 02) Statement of Activities (Net of SURS/Investments)**

**May 31, 2021**

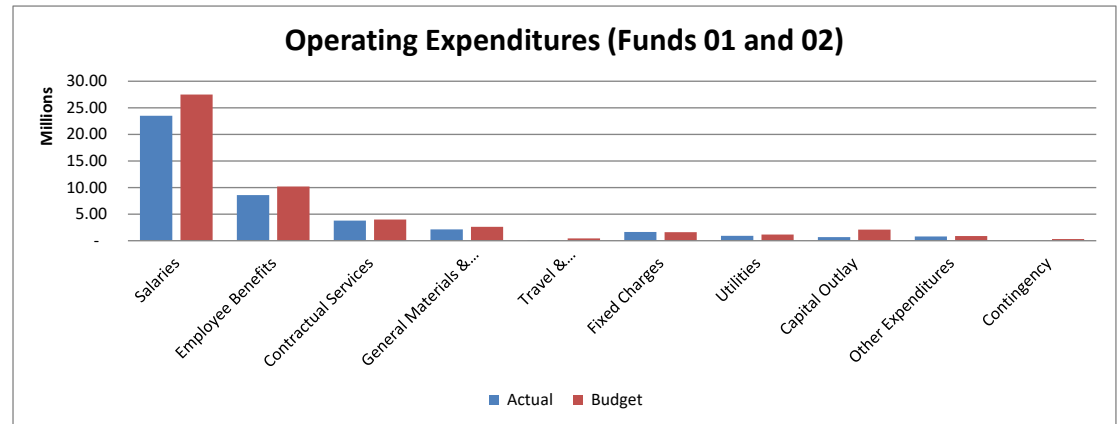
	FY21			FY21 YTD Actual to:		FY20	FY21 Act. Change Over
	YTD Actual	YTD Budget	Full Budget	YTD Bud.	Full Bud.	YTD Actual	FY20 Act.
<b>Revenue</b>							
Local Governmental Sources	\$ 25,575,108	\$ 25,487,842	\$ 27,872,558	100.3%	91.8%	\$ 24,889,681	\$ 685,426
State Governmental Sources	3,533,126	3,483,978	3,809,949	101.4%	92.7%	3,257,668	\$ 275,458
Federal Governmental Sources	50,261	112,124	122,615	44.8%	41.0%	1,965	\$ 48,296
Student Tuition & Fees	13,419,562	12,934,510	12,965,975	103.8%	103.5%	13,287,405	\$ 132,157
Sales & Service Fees	12,171	138,218	151,150	8.8%	8.1%	123,324	\$ (111,153)
Facilities Revenue	18,366	17,343	18,966	105.9%	96.8%	16,577	\$ 1,789
Nongovernmental Gifts	9,219	19,203	21,000	48.0%	43.9%	29,636	\$ (20,416)
Other Revenue	5,391,396	5,649,652	6,178,250	95.4%	87.3%	5,388,826	\$ 2,571
<b>Total Revenue</b>	<b>\$ 48,009,209</b>	<b>\$ 47,842,871</b>	<b>\$ 51,140,463</b>	<b>100.3%</b>	<b>93.9%</b>	<b>\$ 46,995,082</b>	<b>\$ 1,014,128</b>
<b>Expenditures</b>							
Salaries	\$ 23,501,409	\$ 25,158,931	\$ 27,512,873	93.4%	85.4%	\$ 23,795,721	\$ (294,312)
Employee Benefits	8,579,862	9,307,820	10,178,686	92.2%	84.3%	7,933,605	\$ 646,257
Contractual Services	3,793,555	3,631,035	3,970,765	104.5%	95.5%	3,140,681	\$ 652,875
General Materials & Supplies	2,132,955	2,382,276	2,605,169	89.5%	81.9%	2,961,306	\$ (828,351)
Travel & Conference/Meeting	124,027	400,956	438,471	30.9%	28.3%	250,243	\$ (126,215)
Fixed Charges	1,646,131	1,453,563	1,589,563	113.2%	103.6%	1,813,006	\$ (166,875)
Utilities	913,574	1,055,692	1,154,466	86.5%	79.1%	882,018	\$ 31,556
Capital Outlay	661,315	1,910,704	2,089,475	34.6%	31.6%	2,794,354	\$ (2,133,038)
Other Expenditures	801,228	823,110	900,122	97.3%	89.0%	649,950	\$ 151,277
Contingency	-	274,333	300,000	0.0%	0.0%	-	\$ -
<b>Total Expenditures</b>	<b>\$ 42,154,058</b>	<b>\$ 46,398,420</b>	<b>\$ 50,739,590</b>	<b>90.9%</b>	<b>83.1%</b>	<b>\$ 44,220,884</b>	<b>\$ (2,066,827)</b>
<b>Surplus/(deficit)</b>	<b>\$ 5,855,152</b>	<b>\$ 1,444,451</b>	<b>\$ 400,873</b>			<b>\$ 2,774,197</b>	<b>\$ 3,080,955</b>
Net Transfers Out/(In)	\$ 700,000		\$ 700,000			\$ 900,000	\$ (200,000)
<b>Net Operating Funds Surplus/(Deficit)</b>	<b>\$ 5,155,152</b>	<b>\$ 1,444,451</b>	<b>\$ (299,127)</b>			<b>\$ 1,874,197</b>	<b>\$ 3,280,955</b>
<i>Beginning Fund Balance</i>	<i>29,109,317</i>	<i>29,109,317</i>	<i>29,109,317</i>			<i>29,328,406</i>	
<i>Net Operating Funds Surplus/(Deficit)</i>	<i>5,155,152</i>	<i>1,444,451</i>	<i>(299,127)</i>			<i>1,874,197</i>	
<i>Add: Contingency (assumption is it is not used)</i>			<i>300,000</i>				
<b><i>Calculated YTD Ending Fund Balance (b)</i></b>	<b><i>\$ 34,264,469</i></b>	<b><i>\$ 30,553,768</i></b>	<b><i>\$ 29,110,190</i></b>			<b><i>\$ 31,202,603</i></b>	

**Operating Funds - Statement of Activities**  
**May 31, 2021**

	Actual	Budget
<b>Revenue</b>		
Local Governmental Sources	25,575,107.90	27,872,558.00
State Governmental Sources	3,533,125.66	3,809,949.00
Federal Governmental Sources	50,261.40	122,615.00
Student Tuition & Fees	13,419,562.41	12,965,975.00
Sales & Service Fees	12,170.71	151,150.00
Facilities Revenue	18,366.00	18,966.00
Nongovernmental Gifts, Scholarships, Grants & Bequests	9,219.13	21,000.00
Other Revenue	5,391,396.21	6,178,250.00
<b>Total Revenue</b>	<b>48,009,209.42</b>	<b>51,140,463.00</b>



<b>Expenditures</b>		
Salaries	23,501,408.84	27,512,873.00
Employee Benefits	8,579,861.90	10,178,686.00
Contractual Services	3,793,555.43	3,970,765.00
General Materials & Supplies	2,132,955.40	2,605,169.00
Travel & Conference/Meeting	124,027.27	438,471.00
Fixed Charges	1,646,131.37	1,589,563.00
Utilities	913,574.23	1,154,466.00
Capital Outlay	661,315.36	2,089,475.00
Other Expenditures	801,227.87	900,122.00
Contingency	-	300,000.00
<b>Total Expenditures</b>	<b>42,154,057.67</b>	<b>50,739,590.00</b>
<b>Excess/(deficit) of revenues over expenditures</b>	<b>5,855,151.75</b>	<b>400,873.00</b>



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

Treasurer's Report

Information

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

Recommendation

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



Clinton E. Gabbard  
President

**McHenry County College  
Treasurer's Report  
For the Month of May 2021**

<b>Bank Name Account</b>	<b>Beginning Balance</b>	<b>Deposits (+) Other Additions</b>	<b>Disbursements (-) Other Subtractions</b>	<b>Ending Balance</b>
Crystal Lake Bank & Trust <b>Credit Cards</b>	\$178,986.88	\$425,400.88	\$441,556.67	\$162,831.09
Crystal Lake Bank & Trust <b>Direct Pay</b>	\$43,218.28	\$914,466.53	\$904,112.17	\$53,572.64
Crystal Lake Bank & Trust <b>Employee Benefits</b>	\$0	\$33,667.25	\$33,667.25	\$0
Crystal Lake Bank & Trust <b>Federal Student Loan</b>	\$10,000.00	\$181,713.69	\$181,713.69	\$10,000.00
Crystal Lake Bank & Trust <b>Funds Holding</b>	\$1,282,573.65	\$2,751,822.41	\$3,990,229.10	\$44,166.96
Crystal Lake Bank & Trust <b>Operations</b>	\$132,581.68	\$1,262,338.12	\$1,262,191.73	\$132,728.07
Crystal Lake Bank & Trust <b>Payroll</b>	\$69,821.57	\$2,092,345.88	\$2,091,771.83	\$70,395.62

**McHenry County College**  
**May 31, 2021**

**Investments**

<b>College Fund</b>	<b>Financial Institution</b>	<b>05/31/21</b>	<b>04/30/21</b>	<b>05/31/21</b>	<b>Interest</b>	<b>No. of Days</b>	<b>Maturity</b>
		<b>Investments</b>	<b>Investments</b>	<b>% of Total Investments</b>			
Education	Illinois Funds	\$43,838	\$53,852	0%	see below	N/A	On Demand
Education	PFM Investments	10,592,578	12,068,088	35%	see below	N/A	Various
Operations & Maintenance	PFM Investments	1,040,260	1,039,433	3%	see below	N/A	Various
Operations & Maintenance (Restricted)	PFM Investments	7,090,334	7,080,503	24%	see below	N/A	Various
Operations & Maintenance (Restricted CDB Project)	PFM Investments	6,100,036	6,096,812	20%	see below	N/A	Various
Operations & Maintenance (Restricted CDB Project)	Home State Bank	141,214	141,214	0%	0.04%	N/A	On Demand
Working Cash	PFM Investments	2,963,268	2,961,570	10%	see below	N/A	Various
Liability, Protection and Settlement	PFM Investments	2,110,051	2,108,633	7%	see below	N/A	Various
<b>Total</b>		<b>\$30,081,579</b>	<b>\$31,550,105</b>	<b>100%</b>			

**Investment Revenue**

**Investment Revenue**

<b>College Fund</b>	<b>May-21</b>	<b>Fiscal YTD</b>
Education	\$15,726	\$98,771
Operations & Maintenance	898	5,617
Operations & Maintenance (Restricted)	10,668	66,751
Operations & Maintenance (Restricted CDB Project)	3,224	12,550
Working Cash	1,843	11,532
Liability, Protection and Settlement	1,539	9,632
<b>Total</b>	<b>\$33,898</b>	<b>\$204,853</b>

**Illinois Fund Rates - May 31, 2021**

Annualized rate - Money Market

Low	0.029%
High	0.042%
Average	0.035%

**PFM Investment Rates - May 31, 2021**

Range of CD Rates

	<u>Short Term*</u>	<u>Long Term*</u>	<u>CDB Trust*</u>
Low	-	-	-
High	-	-	-

Yield to Maturity of Notes

	<u>Short Term*</u>	<u>Long Term</u>	<u>CDB Trust</u>
At Cost	-	1.070%	0.170%
At Market	-	0.520%	0.120%

\*Currently there are no investments in these categories.

Ratification for Accounts Payable Check Register

Information

The attached accounts payable check register identifies the vendors that have been paid in the past month in the amount of \$1,275,936.32. Please note that the expenses are not segregated into the respective funds.

Recommendation

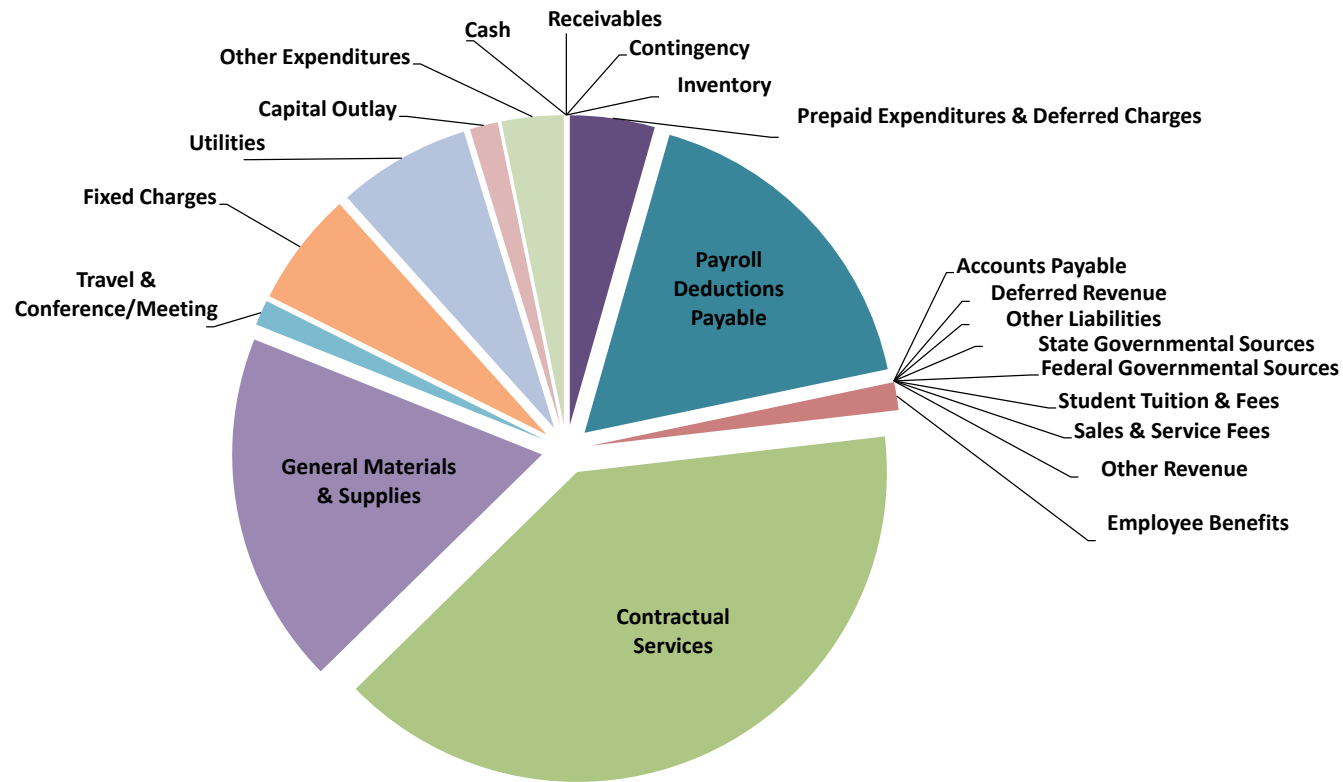
It is recommended that the Board of Trustees ratifies payment of the accounts payable check register, for the period of May 1- May 31, 2021 totaling \$1,275,936.32.

A handwritten signature in black ink, appearing to read 'C. Gabbard', is written over a horizontal line.

Clinton E. Gabbard  
President



## Distribution of Monthly Check Register Payments 5/1/21 through 5/31/21



Category	Amount	Percent	Category	Amount	Percent
Cash	0.00	0.00%	Sales & Service Fees	0.00	0.00%
Receivables	0.00	0.00%	Other Revenue	0.00	0.00%
Inventory	0.00	0.00%	Employee Benefits	18,581.60	1.46%
Prepaid Expenditures & Deferred Charges	56,468.99	4.43%	Contractual Services	503,954.20	39.50%
Payroll Deductions Payable	220,527.33	17.28%	General Materials & Supplies	234,682.31	18.39%
Accounts Payable	0.00	0.00%	Travel & Conference/Meeting	16,803.51	1.32%
Deferred Revenue	0.00	0.00%	Fixed Charges	76,341.81	5.98%
Other Liabilities	0.00	0.00%	Utilities	88,516.76	6.94%
State Governmental Sources	0.00	0.00%	Capital Outlay	18,803.40	1.47%
Federal Governmental Sources	0.00	0.00%	Other Expenditures	41,256.41	3.23%
Student Tuition & Fees	0.00	0.00%	Contingency	0.00	0.00%
			<b>Total All Categories</b>	<b>1,275,936.32</b>	<b>100.00%</b>

# Six Month Select Vendor History Report

						Six (6) Calendar Months					
SubClass	Cat	CatDesc	PayeeID	Payee	Total Voucher	FY21: (11-Nov)	FY21: (12-Dec)	FY21: (1-Jan)	FY21: (2-Feb)	FY21: (3-Mar)	FY21: (4-Apr)
Engineering	53	Contractual Services	0396644	Quality Engineering	\$5,907.50	2,635.00				2,805.00	467.50
Engineering	53	Contractual Services	0420293	LionHeart Engineeri	\$8,416.89		829.10		1,010.60		6,577.19
Engineering	58	Capital Outlay	0402264	HR Green Inc	\$2,035.13		829.63		587.00	618.50	
Engineering	58	Capital Outlay	0418836	2010 Engineering Gr	\$2,200.00					2,200.00	
<b>Engineering Total</b>					18,559.52	2,635.00	1,658.73	-	1,597.60	5,623.50	7,044.69
Food Vendor	54	General Materials & Supplies	0395138	TURANO BAKING CO.	\$714.29	107.68	39.39	35.82	215.54	183.58	132.28
Food Vendor	54	General Materials & Supplies	0395263	GORDON FOOD SERVICE	\$20,031.92	4,839.29	2,119.99	1,810.04	3,386.57	3,460.09	4,415.94
<b>Food Vendor Total</b>					20,746.21	4,946.97	2,159.38	1,845.86	3,602.11	3,643.67	4,548.22
Landscaping	53	Contractual Services	0395554	INTERIOR TROPICAL G	\$1,500.00		500.00	250.00	250.00	250.00	250.00
<b>Landscaping Total</b>					1,500.00	-	500.00	250.00	250.00	250.00	250.00
Legal	53	Contractual Services	0394606	Campion, Curran, La	\$1,417.50		300.00	705.00	150.00		262.50
Legal	53	Contractual Services	0396460	ROBBINS SCHWARTZ	\$39,407.40	5,622.72	9,321.15	1,687.50	3,027.50	12,137.50	7,611.03
Legal	54	General Materials & Supplies	0396460	ROBBINS SCHWARTZ	\$8,129.44			8,129.44			
<b>Legal Total</b>					48,954.34	5,622.72	9,621.15	10,521.94	3,177.50	12,137.50	7,873.53
Temporary Staffing	53	Contractual Services	0396989	WORKING WORLD INC	\$21,081.51				1,883.67	8,411.86	10,785.98
Temporary Staffing	53	Contractual Services	0407503	Robert Half Interna	\$104,618.94	7,921.90	12,180.70	12,733.16	21,232.63	22,642.28	27,908.27
<b>Temporary Staffing Total</b>					125,700.45	7,921.90	12,180.70	12,733.16	23,116.30	31,054.14	38,694.25
<b>Grand Total</b>					\$ 215,460.52	\$ 21,126.59	\$ 26,119.96	\$ 25,350.96	\$ 31,743.51	\$ 52,708.81	\$ 58,410.69

AMENDED  
Request to Approve  
MCC 2021 Updated Calendar of Events with Alcohol Service

Annually, the Board of Trustees approves the purchase of a year-long liquor license classification in order to provide more reasonable and economical purchasing options and timing for the Culinary Management program, and for the purpose of education and serving as part of its capstone restaurant course.

As the College continues to expand its connection to the community, business partners, and donors through outreach activities and events, there is also a need to provide controlled/limited alcohol service at additional community functions on College property over the coming year(s).

Per Board policy, 6.1.4—Drug and Alcohol-Free Workplace, the Board of Trustees may approve exceptions related to serving alcohol during a College function, or in connection with the instructional curriculum.

The following updated calendar outlines events in calendar year 2021 that will offer limited alcohol service. Due to the impact of the COVID-19 pandemic, this year's events have been adjusted to accommodate the ability to gather safely on campus and in person.

<b>Date</b>	<b>Event/Outreach Opportunity</b>	<b>Audience/Attendees</b>
Summer 2021	Education to Empowerment Summer Event and Scholarship Recipient Program	<ul style="list-style-type: none"><li>• Education to Empowerment members</li><li>• Education to Empowerment key prospects</li></ul>
Fall 2021	Chef's Farm-to-Table Event (focus on Center for Agrarian Learning and Entrepreneurial Agriculture Degree Program)	<ul style="list-style-type: none"><li>• Top donors/supporters</li><li>• Key prospective donors to cultivate</li></ul>
Fall 2021	Fall Listening for a Cause Event (in support of MCC Student Success Fund)	<ul style="list-style-type: none"><li>• Donors/supporters</li><li>• Alumni</li><li>• Employees</li><li>• Community</li></ul>
October 2021 (Friday, October 29)	Annual President's Dinner	<ul style="list-style-type: none"><li>• Top donors/supporters</li><li>• Key business and community partners</li></ul>

Please note that this list excludes wine/beer service provided by the Tartan Bistro during the Spring 2021 semester.

Recommendation

It is recommended that the Board of Trustees approves the amended, updated 2021 calendar of events with alcohol service.



Clinton E. Gabbard  
President

Request to Renew  
Adobe Site License Agreement

Information

Adobe Systems, Inc. software is second only to Microsoft Office as the most heavily used suite of software programs at McHenry County College. Use of Adobe products spans all Crystal Lake campus and Shah Center (McHenry) groups, including students, faculty, and staff. Adobe is especially integral to students in Fine Arts and Digital Media classes. Since 2010, the College has used successive Adobe three-year Site License Agreements to run the various Adobe software products. This approach provides flexibility in the use of any Adobe-related software and the ability to upgrade versions at no extra cost. Adobe's Site License Agreement includes the added benefit of work-at-home rights for all MCC employees.

The present three-year license agreement ends June 30, 2021. In order to better align with the College's fiscal year, and to move the end date away from the middle of spring semester classes, the new license agreement will include a two-month pro-rated extension. The existing contract began April 25, 2018 and runs through June 30, 2021.

Year	Term	Cost
Year One	1 July 2021- 30 June 2022	\$62,489.00
Year Two	1 July 2022 – 30 June 2023	\$62,489.00
Year Three	1 July 2023 – 30 June 2024	\$62,489.00
	Three-year Total	\$187,467.00

Adobe Systems, Inc. does not sell direct in any sales channels, including Higher Education. Adobe's premier reseller of product licenses is CDW-G. Therefore, competing bids cannot be gathered for Adobe products. This Board report is requesting the renewal of a three-year Adobe Site License Agreement at an annual cost of \$62,489.00 annually for the next three years.

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

This expense is budgeted in the IT Technology Support Services account in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the renewal of a three-year Adobe Site License Agreement from CDW-G of Vernon Hills, Illinois, for \$187,467.00.



Clinton E. Gabbard  
President

Request to Purchase  
CampusWorks, Inc. Information Technology Services Contract Agreement

Information

In Fall 2020, the College engaged CampusWorks, Inc. to complete an assessment of MCC's Information Technology department. This assessment identified several areas of focus in order to better serve both employees and students.

The College worked with CampusWorks to develop a support agreement that provided operational services through the end of FY 2022, with the services through the end of FY 2021 having been authorized by the Board on Board Report #21-24 in February 2021.

The agreement continues to provide a pool of remote subject matter expertise and services to support:

- Colleague functional services
- Colleague programming/technical services
- IT Dev Ops leadership support

The College will fund this agreement with the resources from the unfilled or vacant positions in the FY 2022 budget. The support agreement covers:

- Interim DevOps leadership through December 2021
- 2,710 hours of operational support for Colleague functional, technical, programming, and infrastructure services

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

This expense is accounted for in Fund 01 of the FY 2022 budget.

Recommendation

It is recommended that the Board of Trustees approves the CampusWorks, Inc. Information Technology Services contract agreement covering the period of July 1, 2021 through June 30, 2022, from CampusWorks, Inc., of Bradenton, FL for \$473,838.00.



Clinton E. Gabbard  
President

Request to Purchase  
Catalog Production SoftwareInformation

The McHenry County College Course Catalog serves many critical purposes, including the communication of courses and programs to students, community, and MCC departments. It also serves as the College's official document of record for all college policies, courses, and programs offered. In addition to regular/annual catalog updates, there is a need to integrate into the catalog framework our Guided Pathways model, which assists students in career exploration and provides a map of course sequencing for programs and degrees.

Currently, the catalog is published annually, and is created and edited manually within a PDF document. This process takes several months to develop, review, and finalize. Many departments are involved in the creation and editing process, including Curriculum, Marketing, and Student Affairs. With various departments involved and the need for multiple manual entries throughout the PDF document, the probability of error increases with every entry. This past year, over 1,100 edits were made to the PDF version of the catalog by the curriculum team alone.

In October 2019, MCC was awarded a Title III: Strengthening Institutions Grant and has since implemented a Guided Pathways model, which will be integrated into the online catalog. Whereas the current catalog PDF document and Pathways information are separately located on the MCC website, the new online catalog production software will ensure that the catalog is efficiently and accurately updated with the technology of change once, publish everywhere. The catalog production software will also create an ADA compliant and mobile-friendly version of the catalog including policies, course offerings, program and degree information, degree checklists, career exploration through meta-pathways, and Pathways sequencing.

Catalog Production Software	CourseLeaf*	DIGARC (Digital Architecture, LLC)
	\$30,538.00	\$32,786.00

\*CourseLeaf pricing includes a necessary upgrade for CAT Impact to create meta-pathways

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

This expense will be funded from the Pathways to Success Equipment: software systems and licensing fees account within the Title III: Pathways to Persistence grant.

Recommendation

It is recommended that the Board of Trustees approves the purchase of catalog production software from Digital Architecture, LLC for the cost of \$32,786.00.



Clinton E. Gabbard  
President

Request to Purchase  
ComEd Electrical Supply to New Storage Building

Information

As part of the New Storage Building that the Board approved on April 22, 2021, the College is responsible for supplying the building's main electrical service needed. The College received the quote and scope of work from ComEd in June 2021 to perform this work that will connect the power supply to the building.

The College is to receive delivery of electric power and energy at the premises for an estimated total maximum demand of 2,358 kilowatts ("kW") ("Maximum Kilowatts Delivered" or "MKD") at the specified location and in the following amounts and approximate voltages during the Retail Peak Period and at an estimated total maximum demand of 1,966 kW in the following amounts and approximate voltages during the Retail Off-Peak Period.

This expense is budgeted within the College's operational funds, as discussed with the Board during the February 16, 2021 Committee of the Whole meeting for multiple capital projects.

Recommendation

It is recommended that the Board of Trustees approve the purchase for the electrical service installation needed from ComEd in Elgin, IL for \$60,851.46.



Clinton E. Gabbard  
President

Request to Purchase  
Digital Lightboard and One Button Studio

Information

With the increase of online learning in response to the COVID-19 pandemic, MCC continues to plan for the new normal of blended learning options. To support this effort, the College needs to equip two setups with automated one button recording for faculty to record videos used in remote teaching applications. In addition, the studio will have a digital lightboard as part of the setup.

The digital lightboard includes a 95" inch height adjustable light board where faculty can write and record. It includes one-button recording so that faculty do not have to have a technical support person present during the recording. This self-service unit will help faculty record at their leisure and convenience.

The one button studio is a self-service recording studio that can be used by faculty to record videos with a virtual background or a PowerPoint presentation in the background. This comes with video production software.

The total cost for this equipment is \$65,780.20. This equipment is solely available through Revolution Lightboard. Revolution Lightboard specializes in designing this equipment for use in higher education.

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

The total expense for the equipment and training is budgeted in the HEERF funding.

Recommendation

It is recommended that the Board of Trustees approve the purchase of the new digital lightboard and one studio set up from Revolution Lightboard, Inc., of Farley, IA for \$65,780.20. The purchase price includes training, shipping, and installation of both systems.



Clinton E. Gabbard  
President



Request to Purchase  
Electrical Equipment UpgradesInformation

The College is in the process of upgrading its Information Technology (IT) network in order to support ongoing operational needs, many of which were initiated by the COVID-19 pandemic and the increased demands placed on existing infrastructure to allow for a move toward remote online education.

As the College IT infrastructure grows, the need for additional power is required to grow along with it. The main server room that houses the most critical IT components no longer has any room to expand to a new, larger Uninterruptable Power System (UPS), which must be added to keep up with electrical demands of new IT equipment that will be installed over the coming weeks. Also, new emergency receptacles in the Intermediate Distribution Frame (IDF) rooms located throughout the campus buildings need to be expanded to allow for new network switch technology.

On April 30, IMEG Corp. was contracted to come up with the specs for the electrical equipment upgrades needed, and on May 25, an Invitation for Bid (IFB) was sent out to ten vendors and posted in the Northwest Herald and BHFX website. There were three responses. The results are below:

Vendor	Cost
Associated Electrical Contractors	\$122,000.00
Facility Solutions	\$167,680.00
Benson Electrical Contracting	\$131,567.00

This expense is budgeted in Fund 06 Restricted Purposes and funded through CRRSAA: Higher Education Emergency Relief Fund (HEERF II and HEERF III).

Recommendation

It is recommended that the Board of Trustees approve the purchase of Electrical Equipment Upgrades from the lowest responsible bidder, Associated Electrical Contractors in Woodstock, IL for \$122,000.00.



Clinton E. Gabbard  
President

Request to Renew  
Ferrilli LLC Annual Enterprise Resource Planning (ERP) Support Agreement

Information

For the past few years, MCC has utilized an outside technical support organization (Ferrilli, LLC) to provide specialized monitoring, support, and software upgrades for the College's Ellucian Colleague Enterprise Resource Planning (ERP) system. These specialized services are needed in addition to the standard annual support service already provided by Ellucian. These services include coverage for server operating systems monitoring/updates and database system optimization running the College's ERP web portal and business intelligence reporting systems. Without these services from Ferrilli, the College would need to engage Ellucian to perform the services at a much higher cost. The current Ferrilli support contract expires July 31, 2021.

The Ferrilli specialized support covers:

- Colleague software and database updates (patches) and maintenance
- WebAdvisor, UI (User Interface), and Student Self-Service upgrades and performance tuning
- Business Intelligence (WebI) server support and performance tuning
- Server security certificate management
- Server operating system upgrades for the above
- 24 x 7 uptime monitoring
- 4 hours of additional phone support each month

The specialized annual support is estimated at a maximum 500 hours for the year, although is quoted at a flat rate of \$53,400.00 for 12 months from Ferrilli. The renewed Ferrilli support contract covers the period August 1, 2021 to July 31, 2022 and the pricing reflects a 2.8% increase over the prior year's contract.

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

This expense is budgeted in the IT DevOps Services account in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the renewal of the Ferrilli LLC annual Enterprise Resource Planning (ERP) support agreement covering the period of August 1, 2021 through July 31, 2022, from Ferrilli LLC, of Haddonfield, NJ for \$53,400.00.



Clinton E. Gabbard  
President

Request to Approve  
Furniture for B166-B167 and B255 Math Tutoring Services Center

Information

As the renovation project for Room B166-B167 and Room B255 Math Tutoring Services Center progresses, furniture is needed in order to properly outfit the designed spaces, which is part of a normal practice for replacement and properly outfitting of the rooms by the College. The College, with the assistance from Demonica Kemper Architects (DKA), worked with several suppliers to determine the type, look, and functionality of the furniture in order for it to work with the renovation project. Based on the feedback from user groups, faculty, staff, and students, furniture from Interior for Business, Inc. (IFB) and Krueger International Furniture (KI) will be used. The College has used both IFB and KI products in past projects so the look will be compatible with existing campus furniture.

Below are the quotes for furniture acquisition from IFB and KI totaling \$116,433.43.

Vendor	Cost
Interior for Business, Inc. (IFB)	\$74,064.77
Krueger International Furniture (KI)	\$42,368.66
Total	\$116,433.43

KI utilized Illinois Public Higher Education Cooperative (IPHECO) pricing, and Interiors for Business, Inc. utilized National IPA (NIPA, formerly The Cooperative Purchasing Network TCPN), E&I Cooperative Services ((E&I), and National Cooperative Purchasing Alliance (NCPA) pricing as noted on their quotes. DKA team members have reviewed and cross checked these quotes for accuracy.

This purchase is exempt from bidding requirements as stated in the Illinois Public Community College Act Chapter 110 ILCS 85/3-27.1, *exemption (K) contracts for goods or services procured from another governmental agency.*

The expense for this project is budgeted in the Capital Outlay account in the Operations and Maintenance Fund.

Recommendation

It is recommended that the Board of Trustees approve the purchase of furniture from Interiors for Business, Inc. of Batavia, IL for \$74,064.77, and approve the purchase of furniture from KI, of Green Bay, WI, for \$42,368.66.



Clinton E. Gabbard  
President

Request to Purchase  
New Next Generation Firewalls Hardware/InstallInformation

In 2015, the College elected to lease and install new Firewalls and a Security appliance on a five-year lease. Although the current firewall and security appliance are in still in use at the Crystal Lake campus and at the Shah Center and could continue, the shifting remote environment demands a change. With cyber threats increasing at a rapid pace due to the increase in remote operations during the COVID-19 pandemic, the College needs a firewall and security appliance that provides more improved functionality and security firewall devices.

During this unprecedented time, remote work, and increased network traffic due to online operations has made it increasingly critical for MCC to upgrade to newer next generation firewalls at both campuses to better support both current and future online and remote operations. As more and more services continue to move to cloud-based computing, the need for better firewall protections increases along with it. MCC has been working with different vendors; Abira, CDW-G and Optiv to get quotes for the firewall replacements, including Palo Alto, CheckPoint, and Fortinet. The cost for the Palo Alto solution through Optiv is \$652,365.62. This price reflects an additional discount of 38.24% off list price that was given to MCC during this process. While Optiv's Palo Alto quote might not be the lowest overall cost, it is the best option because of its cost-to-benefit relationship for the cyber protection required by the College.

Description	Check Point (CDW-G)	FortiNet (Abira)	Palo Alto (Optiv)	Palo Alto (CDW-G)	FortiNet (CDW-G)
Two next generation firewalls at MCC, two next generation firewalls at Shah, configuration, installation, implementation, training, and five years of support included	\$1,403,972.59	\$473,955.00	\$652,365.62	\$667,629.64	\$455,297.12

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

This expense is budgeted in Fund 06 Restricted Purposes and funded through CRRSAA: Higher Education Emergency Relief Fund (HEERF II and HEERF III).

Recommendation

It is recommended that the Board of Trustees approve the purchase of the New Next Generation firewalls hardware/install of Palo Alto from Optiv, Denver, CO, for \$652,365.62 over the period of five years.



Clinton E. Gabbard  
President

Request to Purchase  
Support/Services for Cloud-Based MCC Store POS

Information

The MCC Store (formerly MCC Bookstore) switched to a cloud-based Point of Sale (POS) system provided through Nebraska PrismRBS in August 2020. This first year of support/services will be expiring soon, so it is time to renew. The cost for year two of support/service is \$44,696.00. The annual cost will rise two percent in years three and four (\$45,589.92) and in year five (\$46,501.72), as we are requesting approval for the remaining four years of the original five-year contract.

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

This expense is budgeted in the FY 2022 IT Infrastructure and Security account in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the purchase of Support/Services for Cloud-Based MCC Store POS from PrismRBS, LLC of Lincoln, Nebraska for FY 2022–FY 2025 at an annual cost of \$44,696.00 for year two, \$45,589.92 for years three and four, and \$46,501.72 for year five.



Clinton E. Gabbard  
President

Request to Approve  
Title III: Pathways Center Furniture for Room E108

Information

In October 2019, MCC was awarded a Title III: Strengthening Institutions Grant aimed to increase student persistence, retention, and completion. As part of Title III efforts, MCC will support students with several Pathways Centers, which will provide academic-focused programming and support in several areas, including: tutoring, study groups, career services, transfer events, and other retention resources. Students who attend most of their classes in Building E will benefit from a Pathway Center in Room E108, where they can have general questions answered about academic planning, financial literacy, and other student services that are only accessible in Building A.

The Pathways Center in Room E108 has completed construction. Furniture in the new center aims to facilitate groupwork among students, faculty-student interactions, events, and speakers. Careful design and planning ensure that the right furniture will facilitate these services. Furniture in Room E108 is also matched to the existing Pathways Center in Room A218 for brand and aesthetic consistency.

The College has partnered with Interiors for Business to furnish Room E108, meeting the needs of new, exciting pathways services.

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

This expense is budgeted in the Equipment: Workstations and Other Instructional Equipment for Pathways Centers in the Title III fund.

Recommendation

It is recommended that the Board of Trustees approves the furniture for Room E108 from Interiors for Business of Batavia, Illinois 60510 for the cost of \$30,815.62.



Clinton E. Gabbard  
President

Authorization for Personnel Appointment

Information

The Board of Trustees has no regularly scheduled meeting in the month of July 2021. Since the College continues to be open and operating during this time, it is critical that employee appointments for full-time administrators and faculty can continue, as the next Board of Trustees meeting will not be held until Thursday, August 26, 2021.

Recommendation

It is recommended that the Board of Trustees authorizes Dr. Gabbard to approve full-time administrative and faculty personnel appointments prior to the Thursday, August 26, 2021 regular Board meeting.

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

Clinton E. Gabbard  
President

## Salary Adjustment

Information

The Administrative Advanced Placement Program includes a salary adjustment of \$1,400.00 for full-time administrative staff members upon completion of 15 credit hours of pre-approved course work. In accordance with this program, the following administrator qualifies for a salary adjustment at this time. The salary adjustment takes effect for the fiscal year noted.

	<u>Current Salary</u>	<u>Adjusted Salary</u>
Kim Hankins – 1st Adjustment – FY 2021 Director of Sustainability	\$93,705.30	\$95,105.30

Recommendation

It is recommended that the Board of Trustees ratifies the salary adjustment as stated above.



Clinton E. Gabbard  
President



Request to Grant Honorary Legacy Status

Information

Sarah Lemkau, Office Assistant III (Human Resources), has submitted her intent to retire with her last date worked as June 17, 2021. Sarah has been a valuable member of the College community and at her leaving, will have over 14 years of full-time service to the College.

Recommendation

In appreciation for her many contributions to the College, it is recommended that she be granted the honorary designation of Legacy status and receive benefits awarded such personnel.

A handwritten signature in black ink, appearing to read 'C. Gabbard', is written over a horizontal line.

Clinton E. Gabbard  
President

Approval of Fiscal Year 2022 Tentative Budget

Information

The FY 2022 Tentative Budget is being presented to the Board of Trustees. Upon its approval, it will be available for public display no less than 30 days prior to the adoption of the final FY 2022 Budget currently planned for Thursday, September 23, 2021.

The tentative budget establishes a working budget for FY 2022, which provides the College the ability and authority to continue with the ongoing operations of the College prior to when the final budget is adopted.

The College will advertise the 30-day availability of the tentative budget for public display and the date of the public hearing in the Northwest Herald, in accordance with Chapter 110 Section 805/3-20.1 of the Illinois Public Community College Act which states, "Notice of availability for public inspection and of such public hearing shall be given by publication in a newspaper published in such district, at least 30 days prior to the time of such hearing."

Recommendation

It is recommended that the Board of Trustees approves the Fiscal Year 2022 Tentative Budget and schedule a public hearing to be held at 6:00 p.m., on Thursday, September 23, 2021.



Clinton E. Gabbard  
President

STATE OF ILLINOIS  
COMMUNITY COLLEGE DISTRICT NO. 528

**TENTATIVE**  
**FISCAL YEAR 2022 BUDGET**

McHENRY COUNTY COLLEGE  
8900 U.S. HWY 14  
CRYSTAL LAKE, IL. 60012

FISCAL YEAR 2022  
ALL FUNDS BUDGET COMBINED

## ***FY22 Combined Budget Summary of All Funds***

<i><b>Object Group</b></i>	<i><b>FY21 Budget</b></i>	<i><b>FY22 Budget</b></i>	<i><b>\$ Change</b></i>	<i><b>%Change</b></i>
<b>Beginning Fund Balance</b>	\$71,265,872	<b>\$72,253,000</b>		
<b>Revenue</b>				
Local Government	\$29,002,502	<b>\$29,002,502</b>	\$0	0.0%
State Government	\$21,864,911	<b>\$23,250,102</b>	\$1,385,191	6.3%
Federal Government	\$6,185,936	<b>\$19,522,844</b>	\$13,336,908	215.6%
Student Tuition and Fees	\$14,583,953	<b>\$14,337,079</b>	(\$246,874)	-1.7%
Sales and Service Fees	\$2,644,800	<b>\$3,025,250</b>	\$380,450	14.4%
Facilities Revenue	\$43,966	<b>\$48,966</b>	\$5,000	11.4%
Investment Revenue	\$596,550	<b>\$660,833</b>	\$64,283	10.8%
Non Governmental Gifts	\$2,835,783	<b>\$2,755,500</b>	(\$80,283)	-2.8%
Other Sources	\$35,939,014	<b>\$34,186,371</b>	(\$1,752,643)	-4.9%
Sum of all Revenue	\$113,697,415	<b>\$126,789,447</b>	\$13,092,032	11.5%
<b>Expense</b>				
Salaries	\$31,061,998	<b>\$31,659,037</b>	\$597,039	1.9%
Employee Benefits	\$33,891,645	<b>\$35,289,520</b>	\$1,397,875	4.1%
Contractual Services	\$4,847,619	<b>\$4,905,213</b>	\$57,594	1.2%
Supplies	\$4,056,869	<b>\$9,372,334</b>	\$5,315,465	131.0%
Travel	\$615,047	<b>\$416,974</b>	(\$198,073)	-32.2%
Fixed Charges	\$933,643	<b>\$2,327,837</b>	\$1,394,194	149.3%
Utilities	\$1,158,585	<b>\$1,213,585</b>	\$55,000	4.7%
Capital Outlay	\$26,872,374	<b>\$31,152,310</b>	\$4,279,936	15.9%
Other	\$13,236,068	<b>\$17,941,026</b>	\$4,704,958	35.5%
Sum of all Expense	\$116,673,848	<b>\$134,277,836</b>	\$17,603,988	15.1%
<b>Contingency</b>				
Contingency	\$305,000	<b>\$150,000</b>	(\$155,000)	-50.8%
Sum of all Contingency	\$305,000	<b>\$150,000</b>	(\$155,000)	-50.8%
<b>Net Transfer</b>				
Interfund Transfer Out	\$700,000	<b>\$0</b>	N/A	N/A
Interfund Transfer In	\$700,000	<b>\$0</b>	N/A	N/A
Sum of all Net Transfers	\$0	<b>\$0</b>	N/A	N/A
Surplus/(Deficit)	(\$3,281,433)	<b>(\$7,638,389)</b>	(\$4,356,956)	132.8%
<b>Estimated Ending Fund Balance</b>	\$67,984,439	<b>\$64,614,611</b>	(\$3,369,828)	-5.0%

**Grand Total All Funds Combined**

(\$3,281,433)

(\$7,638,389)

(\$4,356,956)

FISCAL YEAR 2022  
OPERATING FUNDS

## FY22 Operating Funds (01 and 02) Summary By Object

<i>Object Group</i>	<i>FY21 Budget</i>	<i>FY22 Budget</i>	<i>\$ Change</i>	<i>% Change</i>
<b>Beginning Fund Balance</b>	\$29,109,315	\$31,641,000		
<b>Revenue</b>				
Local Government	\$27,872,558	\$28,225,058	\$352,500	1.3%
State Government	\$3,809,949	\$3,950,547	\$140,598	3.7%
Federal Government	\$122,615	\$0	N/A	N/A
Student Tuition and Fees	\$12,965,975	\$12,798,499	(\$167,476)	-1.3%
Sales and Service Fees	\$151,150	\$52,750	(\$98,400)	-65.1%
Facilities Revenue	\$18,966	\$18,966	\$0	0.0%
Investment Revenue	\$399,217	\$510,184	\$110,967	27.8%
Non Governmental Gifts	\$21,000	\$11,000	(\$10,000)	-47.6%
Other Sources	\$26,136,523	\$26,678,871	\$542,348	2.1%
Sum of all Revenue	\$71,497,953	\$72,245,875	\$747,922	1.0%
<b>Expense</b>				
Salaries	\$27,512,873	\$28,078,751	\$565,878	2.1%
Employee Benefits	\$30,136,959	\$31,085,751	\$948,792	3.1%
Contractual Services	\$3,970,765	\$4,118,929	\$148,164	3.7%
Supplies	\$2,605,169	\$2,667,232	\$62,063	2.4%
Travel	\$438,471	\$264,072	(\$174,399)	-39.8%
Fixed Charges	\$1,589,563	\$1,616,557	\$26,994	1.7%
Utilities	\$1,154,466	\$1,212,502	\$58,036	5.0%
Capital Outlay	\$2,089,475	\$3,100,250	\$1,010,775	48.4%
Other	\$900,122	\$902,807	\$2,685	0.3%
Sum of all Expense	\$70,397,863	\$73,046,851	\$2,648,988	3.8%
<b>Contingency</b>				
Contingency	\$300,000	\$150,000	(\$150,000)	-50.0%
Sum of all Contingency	\$300,000	\$150,000	(\$150,000)	-50.0%
<b>Net Transfer</b>				
Interfund Transfer Out	\$700,000	\$0	N/A	N/A
Sum of all Net Transfers	\$700,000	\$0	N/A	N/A
Surplus/(Deficit)	\$100,090	(\$950,976)		
<b>Estimated Ending Fund Balance</b>	\$29,209,405	\$30,690,024		

**Total of Op Funds (01 & 02)**

\$100,090

(\$950,976)

(\$1,051,066)

FISCAL YEAR 2022  
BUDGETS BY FUND



## FY22 Budget Summary By Fund & Object Group

<i>Fund Code &amp; Name</i>	<i>FY21 Budget</i>	<i>FY22 Budget</i>	<i>\$ Change</i>	<i>% Change</i>
<b>01 Education</b>				
<b>Beginning Fund Balance</b>	\$22,245,549	<b>\$24,506,000</b>	\$2,260,451	10.2%
Local Governmental Sources	\$25,192,354	<b>\$25,744,854</b>	\$552,500	2.2%
State Governmental Sources	\$3,004,450	<b>\$3,112,828</b>	\$108,378	3.6%
Federal Governmental Sources	\$122,615	<b>\$0</b>	N/A	N/A
Student Tuition & Fees	\$11,417,266	<b>\$11,284,388</b>	(\$132,878)	-1.2%
Sales & Service Fees	\$151,150	<b>\$52,750</b>	(\$98,400)	-65.1%
Facilities Revenue	\$18,966	<b>\$18,966</b>	\$0	0.0%
Investment Revenue	\$276,736	<b>\$399,373</b>	\$122,637	44.3%
Nongovernmental Gifts	\$21,000	<b>\$11,000</b>	(\$10,000)	-47.6%
Other Revenue	\$26,105,523	<b>\$26,647,871</b>	\$542,348	2.1%
<b>Total Education Fund Revenue</b>	<b>\$66,310,060</b>	<b>\$67,272,030</b>	<b>\$961,970</b>	<b>1.5%</b>
Salaries	\$26,907,202	<b>\$27,461,969</b>	\$554,767	2.1%
Employee Benefits	\$29,998,598	<b>\$30,942,816</b>	\$944,218	3.1%
Contractual Services	\$2,477,904	<b>\$2,456,229</b>	(\$21,675)	-0.9%
Supplies	\$2,245,934	<b>\$2,284,297</b>	\$38,363	1.7%
Travel	\$400,728	<b>\$244,412</b>	(\$156,316)	-39.0%
Fixed Charges	\$1,548,063	<b>\$1,571,057</b>	\$22,994	1.5%
Utilities	\$226,466	<b>\$274,502</b>	\$48,036	21.2%
Capital Outlay	\$330,475	<b>\$361,250</b>	\$30,775	9.3%
Other	\$900,122	<b>\$902,807</b>	\$2,685	0.3%
<b>Total Education Fund Expense</b>	<b>\$65,035,492</b>	<b>\$66,499,339</b>	<b>\$1,463,847</b>	<b>2.3%</b>
Contingency	\$300,000	<b>\$150,000</b>	(\$150,000)	-50.0%
<b>Total Education Fund Contingency</b>	<b>\$300,000</b>	<b>\$150,000</b>	<b>(\$150,000)</b>	<b>-50.0%</b>
		<b>\$0</b>	N/A	N/A
Interfund Transfer Out	\$700,000	<b>\$0</b>	N/A	N/A
<b>Total Education Fund Transfers</b>	<b>\$700,000</b>	<b>\$0</b>	<b>N/A</b>	<b>N/A</b>
Education Surplus/(Deficit)	\$274,568	<b>\$622,691</b>	\$348,123	126.8%
<b>Estimated Ending Fund Balance</b>	<b>\$22,520,117</b>	<b>\$25,128,691</b>	<b>\$2,608,574</b>	<b>11.6%</b>

## ***FY22 Budget Summary By Fund & Object Group***

<i><b>Fund Code &amp; Name</b></i>	<i><b>FY21 Budget</b></i>	<i><b>FY22 Budget</b></i>	<i><b>\$ Change</b></i>	<i><b>% Change</b></i>
<b>02 Operations and Maintenance</b>				
<b>Beginning Fund Balance</b>	\$6,863,766	<b>\$7,135,000</b>	\$271,234	4.0%
Local Governmental Sources	\$2,680,204	<b>\$2,480,204</b>	(\$200,000)	-7.5%
State Governmental Sources	\$805,499	<b>\$837,719</b>	\$32,220	4.0%
Student Tuition & Fees	\$1,548,709	<b>\$1,514,111</b>	(\$34,598)	-2.2%
Investment Revenue	\$122,481	<b>\$110,811</b>	(\$11,670)	-9.5%
Other Revenue	\$31,000	<b>\$31,000</b>	\$0	0.0%
<b>Total Operations and Maintenance Fund Revenue</b>	<b>\$5,187,893</b>	<b>\$4,973,845</b>	<b>(\$214,048)</b>	<b>-4.1%</b>
Salaries	\$605,671	<b>\$616,782</b>	\$11,111	1.8%
Employee Benefits	\$138,361	<b>\$142,935</b>	\$4,574	3.3%
Contractual Services	\$1,492,861	<b>\$1,662,700</b>	\$169,839	11.4%
Supplies	\$359,235	<b>\$382,935</b>	\$23,700	6.6%
Travel	\$37,743	<b>\$19,660</b>	(\$18,083)	-47.9%
Fixed Charges	\$41,500	<b>\$45,500</b>	\$4,000	9.6%
Utilities	\$928,000	<b>\$938,000</b>	\$10,000	1.1%
Capital Outlay	\$1,759,000	<b>\$2,739,000</b>	\$980,000	55.7%
<b>Total Operations and Maintenance Fund Expense</b>	<b>\$5,362,371</b>	<b>\$6,547,512</b>	<b>\$1,185,141</b>	<b>22.1%</b>
		<b>\$0</b>	<b>N/A</b>	<b>N/A</b>
<b>Total Operations and Maintenance Fund Transfers</b>		<b>\$0</b>	<b>N/A</b>	<b>N/A</b>
Operations and Maintenance Surplus/(Deficit)	(\$174,478)	<b>(\$1,573,667)</b>	(\$1,399,189)	801.9%
<b>Estimated Ending Fund Balance</b>	<b>\$6,689,288</b>	<b>\$5,561,333</b>	<b>(\$1,127,955)</b>	<b>-16.9%</b>

## ***FY22 Budget Summary By Fund & Object Group***

<i><b>Fund Code &amp; Name</b></i>	<i><b>FY21 Budget</b></i>	<i><b>FY22 Budget</b></i>	<i><b>\$ Change</b></i>	<i><b>% Change</b></i>
<b>03 Operations and Maintenance Restricted</b>				
<b>Beginning Fund Balance</b>	\$5,541,186	<b>\$5,659,000</b>	\$117,814	2.1%
State Governmental Sources	\$17,051,500	<b>\$18,129,625</b>	\$1,078,125	6.3%
Student Tuition & Fees	\$79,412	<b>\$75,442</b>	(\$3,970)	-5.0%
Investment Revenue	\$142,481	<b>\$89,730</b>	(\$52,751)	-37.0%
Nongovernmental Gifts	\$2,500,000	<b>\$2,500,000</b>	\$0	0.0%
Other Revenue	\$1,000,000	<b>\$1,000,000</b>	\$0	0.0%
<b>Total Operations and Maintenance Restricted Fund Revenue</b>	<b>\$20,773,393</b>	<b>\$21,794,797</b>	<b>\$1,021,404</b>	<b>4.9%</b>
Contractual Services	\$75,000	<b>\$105,000</b>	\$30,000	40.0%
Supplies	\$0	<b>\$0</b>	N/A	N/A
Fixed Charges		<b>\$0</b>	N/A	N/A
Utilities		<b>\$0</b>	N/A	N/A
Capital Outlay	\$24,570,200	<b>\$26,597,060</b>	\$2,026,860	8.2%
<b>Total Operations and Maintenance Restricted Fund Expense</b>	<b>\$24,645,200</b>	<b>\$26,702,060</b>	<b>\$2,056,860</b>	<b>8.3%</b>
		<b>\$0</b>	N/A	N/A
Interfund Transfer In		<b>\$0</b>	N/A	N/A
<b>Total Operations and Maintenance Restricted Fund Transfers</b>		<b>\$0</b>	N/A	N/A
Operations and Maintenance Restricted Surplus/(Deficit)	(\$3,871,807)	<b>(\$4,907,263)</b>	(\$1,035,456)	26.7%
<b>Estimated Ending Fund Balance</b>	<b>\$1,669,379</b>	<b>\$751,737</b>	(\$917,642)	-55.0%

## ***FY22 Budget Summary By Fund & Object Group***

<i><b>Fund Code &amp; Name</b></i>	<i><b>FY21 Budget</b></i>	<i><b>FY22 Budget</b></i>	<i><b>\$ Change</b></i>	<i><b>% Change</b></i>
<b>04 Bond and Interest</b>				
<b>Beginning Fund Balance</b>	\$124,439	<b>\$221,000</b>	\$96,561	77.6%
Student Tuition & Fees	\$741,180	<b>\$704,121</b>	(\$37,059)	-5.0%
Total Bond and Interest Fund Revenue	\$741,180	<b>\$704,121</b>	(\$37,059)	-5.0%
Fixed Charges	\$624,000	<b>\$626,200</b>	\$2,200	0.4%
Total Bond and Interest Fund Expense	\$624,000	<b>\$626,200</b>	\$2,200	0.4%
Bond and Interest Surplus/(Deficit)	\$117,180	<b>\$77,921</b>	(\$39,259)	-33.5%
<b>Estimated Ending Fund Balance</b>	\$241,619	<b>\$298,921</b>	\$57,302	23.7%

## ***FY22 Budget Summary By Fund & Object Group***

<i><b>Fund Code &amp; Name</b></i>	<i><b>FY21 Budget</b></i>	<i><b>FY22 Budget</b></i>	<i><b>\$ Change</b></i>	<i><b>% Change</b></i>
<b>05      Auxiliary</b>				
<b>Beginning Fund Balance</b>	\$8,597	<b>\$272,000</b>	\$263,403	3063.9%
Student Tuition & Fees	\$797,386	<b>\$759,017</b>	(\$38,369)	-4.8%
Sales & Service Fees	\$2,493,650	<b>\$2,972,500</b>	\$478,850	19.2%
Facilities Revenue	\$25,000	<b>\$30,000</b>	\$5,000	20.0%
Other Revenue	\$7,500	<b>\$7,500</b>	\$0	0.0%
<b>Total Auxiliary Fund Revenue</b>	<b>\$3,323,536</b>	<b>\$3,769,017</b>	<b>\$445,481</b>	<b>13.4%</b>
Salaries	\$1,824,973	<b>\$2,052,383</b>	\$227,410	12.5%
Employee Benefits	\$299,352	<b>\$341,340</b>	\$41,988	14.0%
Contractual Services	\$430,000	<b>\$387,900</b>	(\$42,100)	-9.8%
Supplies	\$1,236,285	<b>\$1,290,800</b>	\$54,515	4.4%
Travel	\$73,350	<b>\$63,100</b>	(\$10,250)	-14.0%
Fixed Charges	\$20,000	<b>\$20,000</b>	\$0	0.0%
Utilities		<b>\$0</b>	N/A	N/A
Capital Outlay	\$0			
Other	\$10,000	<b>\$10,600</b>	\$600	6.0%
<b>Total Auxiliary Fund Expense</b>	<b>\$3,893,960</b>	<b>\$4,166,123</b>	<b>\$272,163</b>	<b>7.0%</b>
		<b>\$0</b>	N/A	N/A
Interfund Transfer In	\$450,000	<b>\$0</b>	N/A	N/A
<b>Total Auxiliary Fund Transfers</b>	<b>(\$450,000)</b>	<b>\$0</b>	N/A	N/A
Auxiliary Surplus/(Deficit)	(\$120,424)	<b>(\$397,106)</b>	(\$276,682)	229.8%
<b>Estimated Ending Fund Balance</b>	<b>(\$111,827)</b>	<b>(\$125,106)</b>	<b>(\$13,279)</b>	<b>11.9%</b>

## FY22 Budget Summary By Fund & Object Group

<i>Fund Code &amp; Name</i>	<i>FY21 Budget</i>	<i>FY22 Budget</i>	<i>\$ Change</i>	<i>% Change</i>
<b>06      Restricted Purposes</b>				
<b>Beginning Fund Balance</b>	\$483	\$0	(\$483)	-100.0%
Local Governmental Sources	\$0			
State Governmental Sources	\$1,003,462	\$1,169,930	\$166,468	16.6%
Federal Governmental Sources	\$6,063,321	\$19,522,844	\$13,459,523	222.0%
Nongovernmental Gifts	\$314,783	\$244,500	(\$70,283)	-22.3%
Other Revenue	\$7,294,991	\$5,000,000	(\$2,294,991)	-31.5%
<b>Total Restricted Purposes Fund Revenue</b>	<b>\$14,676,557</b>	<b>\$25,937,274</b>	<b>\$11,260,717</b>	<b>76.7%</b>
Salaries	\$1,464,513	\$1,527,903	\$63,390	4.3%
Employee Benefits	\$136,841	\$214,500	\$77,659	56.8%
Contractual Services	\$246,854	\$208,384	(\$38,470)	-15.6%
Supplies	\$194,215	\$5,414,302	\$5,220,087	2687.8%
Travel	\$94,326	\$89,802	(\$4,524)	-4.8%
Fixed Charges	\$80	\$80	\$0	0.0%
Utilities	\$1,083	\$1,083	\$0	0.0%
Capital Outlay	\$212,699	\$1,455,000	\$1,242,301	584.1%
Other	\$12,325,946	\$17,027,619	\$4,701,673	38.1%
<b>Total Restricted Purposes Fund Expense</b>	<b>\$14,676,557</b>	<b>\$25,938,673</b>	<b>\$11,262,116</b>	<b>76.7%</b>
		\$0	N/A	N/A
<b>Total Restricted Purposes Fund Transfers</b>		<b>\$0</b>	<b>N/A</b>	<b>N/A</b>
Restricted Purposes Surplus/(Deficit)	\$0	(\$1,399)	(\$1,399)	#Div/0!
<b>Estimated Ending Fund Balance</b>	<b>\$483</b>	<b>(\$1,399)</b>	<b>(\$1,882)</b>	<b>-389.6%</b>

## ***FY22 Budget Summary By Fund & Object Group***

<i><b>Fund Code &amp; Name</b></i>	<i><b>FY21 Budget</b></i>	<i><b>FY22 Budget</b></i>	<i><b>\$ Change</b></i>	<i><b>% Change</b></i>
<b>07      Working Cash</b>				
<b>Beginning Fund Balance</b>	\$3,048,914	<b>\$3,057,000</b>	\$8,086	0.3%
Investment Revenue	\$44,422	<b>\$50,432</b>	\$6,010	13.5%
<b>Total Working Cash Fund Revenue</b>	<b>\$44,422</b>	<b>\$50,432</b>	<b>\$6,010</b>	<b>13.5%</b>
Working Cash Surplus/(Deficit)	\$44,422	<b>\$50,432</b>	\$6,010	13.5%
<b>Estimated Ending Fund Balance</b>	<b>\$3,093,336</b>	<b>\$3,107,432</b>	\$14,096	0.5%

## ***FY22 Budget Summary By Fund & Object Group***

<i><b>Fund Code &amp; Name</b></i>	<i><b>FY21 Budget</b></i>	<i><b>FY22 Budget</b></i>	<i><b>\$ Change</b></i>	<i><b>% Change</b></i>
<b>08 General Fixed Asset</b>				
<b>Beginning Fund Balance</b>	\$71,696,118	<b>\$69,801,000</b>	(\$1,895,118)	-2.6%
Capital Outlay	\$0	<b>\$0</b>	N/A	N/A
Total General Fixed Asset Fund Expense	\$0	<b>\$0</b>	N/A	N/A
		<b>\$0</b>	N/A	N/A
Total General Fixed Asset Fund Transfers		<b>\$0</b>	N/A	N/A
General Fixed Asset Surplus/(Deficit)	\$0	<b>\$0</b>	N/A	N/A
<b>Estimated Ending Fund Balance</b>	\$71,696,118	<b>\$69,801,000</b>	(\$1,895,118)	-2.6%



## ***FY22 Budget Summary By Fund & Object Group***

<i><b>Fund Code &amp; Name</b></i>	<i><b>FY21 Budget</b></i>	<i><b>FY22 Budget</b></i>	<i><b>\$ Change</b></i>	<i><b>% Change</b></i>
<b>09 General Long-Term Debt</b>				
<b>Beginning Fund Balance</b>	(\$11,388,252)	(\$10,674,000)	\$714,252	-6.3%
Other Revenue	\$0	\$0	N/A	N/A
<b>Total General Long-Term Debt Fund Revenue</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>N/A</b>
Employee Benefits	(\$539,000)	\$0	N/A	N/A
Fixed Charges	(\$1,365,000)	\$0	N/A	N/A
<b>Total General Long-Term Debt Fund Expense</b>	<b>(\$1,904,000)</b>	<b>\$0</b>	<b>N/A</b>	<b>N/A</b>
		\$0	N/A	N/A
<b>Total General Long-Term Debt Fund Transfers</b>		<b>\$0</b>	<b>N/A</b>	<b>N/A</b>
General Long-Term Debt Surplus/(Deficit)	\$1,904,000	\$0	N/A	N/A
<b>Estimated Ending Fund Balance</b>	<b>(\$9,484,252)</b>	<b>(\$10,674,000)</b>	<b>(\$1,189,748)</b>	<b>12.5%</b>

## ***FY22 Budget Summary By Fund & Object Group***

<i><b>Fund Code &amp; Name</b></i>	<i><b>FY21 Budget</b></i>	<i><b>FY22 Budget</b></i>	<i><b>\$ Change</b></i>	<i><b>% Change</b></i>
<b>10 Trust &amp; Agency</b>				
<b>Beginning Fund Balance</b>	\$390,048	<b>\$406,000</b>	\$15,952	4.1%
Nongovernmental Gifts	\$0	<b>\$0</b>	N/A	N/A
Other Revenue	\$0	<b>\$0</b>	N/A	N/A
<b>Total Trust &amp; Agency Fund Revenue</b>	<b>\$0</b>	<b>\$0</b>	N/A	N/A
Other	\$0	<b>\$0</b>	N/A	N/A
<b>Total Trust &amp; Agency Fund Expense</b>	<b>\$0</b>	<b>\$0</b>	N/A	N/A
		<b>\$0</b>	N/A	N/A
<b>Total Trust &amp; Agency Fund Transfers</b>		<b>\$0</b>	N/A	N/A
Trust & Agency Surplus/(Deficit)	\$0	<b>\$0</b>	N/A	N/A
<b>Estimated Ending Fund Balance</b>	\$390,048	<b>\$406,000</b>	\$15,952	4.1%

## ***FY22 Budget Summary By Fund & Object Group***

<i><b>Fund Code &amp; Name</b></i>	<i><b>FY21 Budget</b></i>	<i><b>FY22 Budget</b></i>	<i><b>\$ Change</b></i>	<i><b>% Change</b></i>
<b>11      Audit</b>				
<b>Beginning Fund Balance</b>	\$60,664	<b>\$70,000</b>	\$9,336	15.4%
Local Governmental Sources	\$75,000	<b>\$75,000</b>	\$0	0.0%
Total Audit Fund Revenue	\$75,000	<b>\$75,000</b>	\$0	0.0%
Contractual Services	\$85,000	<b>\$85,000</b>	\$0	0.0%
Total Audit Fund Expense	\$85,000	<b>\$85,000</b>	\$0	0.0%
Audit Surplus/(Deficit)	(\$10,000)	<b>(\$10,000)</b>	\$0	0.0%
<b>Estimated Ending Fund Balance</b>	\$50,664	<b>\$60,000</b>	\$9,336	18.4%

## ***FY22 Budget Summary By Fund & Object Group***

<i><b>Fund Code &amp; Name</b></i>	<i><b>FY21 Budget</b></i>	<i><b>FY22 Budget</b></i>	<i><b>\$ Change</b></i>	<i><b>% Change</b></i>
<b>12 Liability, Protection &amp; Settlement</b>				
<b>Beginning Fund Balance</b>	\$593,619	<b>\$470,000</b>	(\$123,619)	-20.8%
Local Governmental Sources	\$1,054,944	<b>\$702,444</b>	(\$352,500)	-33.4%
Investment Revenue	\$10,430	<b>\$10,487</b>	\$57	0.5%
Other Revenue		<b>\$0</b>	N/A	N/A
<b>Total Liability, Protection &amp; Settlement Fund Revenue</b>	<b>\$1,065,374</b>	<b>\$712,931</b>	<b>(\$352,443)</b>	<b>-33.1%</b>
Salaries	\$259,639	<b>\$0</b>	N/A	N/A
Employee Benefits	\$857,495	<b>\$647,931</b>	(\$209,564)	-24.4%
Contractual Services	\$40,000	<b>\$0</b>	N/A	N/A
Supplies	\$21,200	<b>\$0</b>	N/A	N/A
Travel	\$8,900	<b>\$0</b>	N/A	N/A
Fixed Charges	\$65,000	<b>\$65,000</b>	\$0	0.0%
Utilities	\$3,036	<b>\$0</b>	N/A	N/A
<b>Total Liability, Protection &amp; Settlement Fund Expense</b>	<b>\$1,255,270</b>	<b>\$712,931</b>	<b>(\$542,339)</b>	<b>-43.2%</b>
Contingency	\$5,000	<b>\$0</b>	N/A	N/A
<b>Total Liability, Protection &amp; Settlement Fund Contingency</b>	<b>\$5,000</b>	<b>\$0</b>	N/A	N/A
		<b>\$0</b>	N/A	N/A
<b>Total Liability, Protection &amp; Settlement Fund Transfers</b>		<b>\$0</b>	N/A	N/A
Liability, Protection & Settlement Surplus/(Deficit)	(\$194,896)	<b>\$0</b>	N/A	N/A
<b>Estimated Ending Fund Balance</b>	<b>\$398,723</b>	<b>\$470,000</b>	<b>\$71,277</b>	<b>17.9%</b>

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## ***FY22 Budget Summary By Fund & Object Group***

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<i><b>Fund Code &amp; Name</b></i>	<i><b>FY21 Budget</b></i>	<i><b>FY22 Budget</b></i>	<i><b>\$ Change</b></i>	<i><b>% Change</b></i>
<hr/>				
<b>13 Building Bond Proceeds</b>				
Beginning Fund Balance	\$0	\$0	N/A	N/A
Total Building Bond Proceeds Fund Transfers		\$0	N/A	N/A
Building Bond Proceeds Surplus/(Deficit)		\$0	N/A	N/A
Estimated Ending Fund Balance				
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## ***FY22 Budget Summary By Fund & Object Group***

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<i><b>Fund Code &amp; Name</b></i>	<i><b>FY21 Budget</b></i>	<i><b>FY22 Budget</b></i>	<i><b>\$ Change</b></i>	<i><b>% Change</b></i>
<hr/>				
<b>14      Public Building Commission Rental</b>				
Beginning Fund Balance	\$0	\$0	N/A	N/A
Total Public Building Commission Rental Fund Transfers		\$0	N/A	N/A
Public Building Commission Rental Surplus/(Deficit)		\$0	N/A	N/A
Estimated Ending Fund Balance				

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## ***FY22 Budget Summary By Fund & Object Group***

<i><b>Fund Code &amp; Name</b></i>	<i><b>FY21 Budget</b></i>	<i><b>FY22 Budget</b></i>	<i><b>\$ Change</b></i>	<i><b>% Change</b></i>
<b>15      Public Building Commission Operation &amp; Maintenance</b>				
<b>Beginning Fund Balance</b>	\$0	\$0	N/A	N/A
Total Public Building Commission Operation & Maintenance Fund Transfers		\$0	N/A	N/A
Public Building Commission Operation & Maintenance Surplus		\$0	N/A	N/A
<b>Estimated Ending Fund Balance</b>				

## ***FY22 Budget Summary By Fund & Object Group***

<i><b>Fund Code &amp; Name</b></i>	<i><b>FY21 Budget</b></i>	<i><b>FY22 Budget</b></i>	<i><b>\$ Change</b></i>	<i><b>% Change</b></i>
<b>17 OPEB Liability</b>				
<b>Beginning Fund Balance</b>	(\$27,919,259)	(\$28,670,000)	(\$750,741)	2.7%
Other Revenue	\$1,500,000	\$1,500,000	\$0	0.0%
<b>Total OPEB Liability Fund Revenue</b>	<b>\$1,500,000</b>	<b>\$1,500,000</b>	<b>\$0</b>	<b>0.0%</b>
Employee Benefits	\$2,999,998	\$2,999,998	\$0	0.0%
<b>Total OPEB Liability Fund Expense</b>	<b>\$2,999,998</b>	<b>\$2,999,998</b>	<b>\$0</b>	<b>0.0%</b>
Interfund Transfer In	\$250,000	\$0	N/A	N/A
<b>Total OPEB Liability Fund Transfers</b>	<b>(\$250,000)</b>	<b>\$0</b>	<b>N/A</b>	<b>N/A</b>
OPEB Liability Surplus/(Deficit)	(\$1,249,998)	(\$1,499,998)	(\$250,000)	20.0%
<b>Estimated Ending Fund Balance</b>	<b>(\$29,169,257)</b>	<b>(\$30,169,998)</b>	<b>(\$1,000,741)</b>	<b>3.4%</b>



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## ***FY22 Budget Summary By Fund & Object Group***

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<i><b>Fund Code &amp; Name</b></i>	<i><b>FY21 Budget</b></i>	<i><b>FY22 Budget</b></i>	<i><b>\$ Change</b></i>	<i><b>% Change</b></i>
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<i><b>Grand Total All Funds Combined</b></i>	\$5,300,036	(\$3,281,433)	(\$7,638,389)	(\$4,356,956)
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FUND BALANCE  
TENTATIVE RESERVE RATIO

# Board Policy 2.1.5.1

## Operating Fund Balance

### *Reserve Requirement Calculation (b.)*

FY22 Tentative Budget	OPERATING EXPENSE BUDGETED		
	Fund 01	Fund 02	Combined
FY22 Total Operating Funds Expenditures	66,649,339	6,547,512	73,196,851
Less: Budgeted SURS Pass-Thru 01-8060-501016-5299900-50	(20,557,021)	-	(20,557,021)
Less: Contingency	(150,000)	-	(150,000)
Less: Net Transfers	-	-	-
Net Annual Operating Funds Expenditures	45,942,318	6,547,512	52,489,830

4 Months Minimum Reserve	33.33%	15,314,106	2,182,504	17,496,610
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8 Months Maximum Reserve	66.67%	30,628,212	4,365,008	34,993,220
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Calculated Tentative Budget Reserve Method 1: Contingency is not utilized	BUDGETED ENDING FUND BALANCE		
	Fund 01	Fund 02	Combined
FY22 Budgeted Ending Balance	24,506,000	7,135,000	31,641,000
Adjustments			
Add: Contingency (assumed not used)	150,000	-	150,000
<b>Ending Budgeted Fund Balance Reserve</b>	<b>24,656,000</b>	<b>7,135,000</b>	<b>31,791,000</b>
<i>Number Of Months In Reserve</i>			<b>7.27</b>

<b>4 Month Over/(Under) Ending Balance Minimum</b>	<b>14,294,390</b>
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<b>8 Month Over/(Under) Ending Balance Maximum</b>	<b>(3,202,220)</b>
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Method 2: Contingency fully utilized			
FY22 Budgeted Ending Balance	24,506,000	7,135,000	31,641,000
Adjustments			
Add: Contingency (assumed used)	-	-	-
<b>FY22 Budgeted Ending Balance</b>	<b>24,506,000</b>	<b>7,135,000</b>	<b>31,641,000</b>
<i>Number Of Months In Reserve</i>			<b>7.21</b>

<b>4 Month Over/(Under) Ending Balance Minimum</b>	<b>14,144,390</b>
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<b>8 Month Over/(Under) Ending Balance Maximum</b>	<b>(3,352,220)</b>
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***Budget is in compliance with Board Policy 2.1.5.1. b). under either method displayed.***

***A second calculation of compliance from the CAFR at year end will be used to determine actual compliance per Board Policy 2.1.5.1. a).***

FISCAL YEAR 2022  
TENTATIVE BUDGET  
ILLINOIS COMMUNITY COLLEGE BOARD  
ICCB FORMAT

STATE OF ILLINOIS  
COMMUNITY COLLEGE DISTRICT NO. 528

**TENTATIVE**  
**FISCAL YEAR 2022 BUDGET**

McHENRY COUNTY COLLEGE  
8900 U.S. HWY 14  
CRYSTAL LAKE, IL. 60012

# McHenry County College

## Community College District No. 528

### Budget Calendar

### Fiscal Year Ending June 30, 2022

December 2020	07-Dec-20	FY 2022 budget worksheets are prepared and distributed to budget officers.
January 2021	11-Jan-21	President's Cabinet establish planning parameters and assumptions regarding revenue projections, new programs, enrollment, capital requests.
March 2021	01-Mar-21	Budget managers confer with their Cabinet members regarding budget parameters and assumptions and prepare their budgets for submission.
	22-Mar-21	Cabinet members review and revise budget officers requests. Requests are updated through the budget database. All budget worksheets submitted to the CFO for compilation.
	29-Mar-21	CFO to produce preliminary budget reports for the Cabinet members for review and adjustment as may be needed.
April 2021	15-Apr-21	Campus Community involvement in new budget construction.
	20-Apr-21	Campus Community involvement in new budget construction.
May 2021	03-May-21	Presidents Cabinet initial review of the preliminary budget. Adjustments to the requests or parameters are made as needed.
	10-May-21	Cabinet members review modified initial budgets based previous review and adjust budget requests as necessary. Based on acceptance of changes/adjustments a draft version of the FY 2022 Tentative Budget will be created.
June 2021	10-Jun-21	Optional: Board budget workshop for overview discussion if requested prior to Finance and Audit Committee review.
	11-Jun-21	Tentative budget is prepared for presentation for June 2021 COTW Meeting.
	15-Jun-21	Presentation of FY 2022 Tentative Budget to the Board of Trustees.
	15-Jun-21	Budget review in Finance & Audit Committee if prior to Committee of the Whole Meeting.
	24-Jun-21	Board approval of Tentative Budget and Public notice of hearing on Budget to be issued. FY 2022 Tentative Budget made available for public inspection. Legal notice of public inspection to be published in local newspaper per statute(Exact Dates TBD).
July 2021	01-Jul-21	FY 2022 Tentative Budget goes into effect until Final Budget is adopted.
September 2021	06-Sep-21	Cabinet members incorporate any adjustments if needed into the FY 2022 Tentative Budget based upon modifications to revenue assumptions and changes in areas of expenditures.
	23-Sep-21	Public Hearing @ 6:00pm for FY 2022 Final Budget. After the Public Hearing the Board is expected to adopt FY 2022 Final Budget resolution.
	23-Sep-21	Board review of Fund Balance Policy and comparison to new budget.
	23-Sep-21	FY 2022 Final Budget finalized for presentation to and adoption by the Board of Trustees.

## SUMMARY OF FISCAL YEAR 2022 BUDGET BY FUND

	Beginning Balance	Budgeted Revenues	Budgeted Expenditures	Budgeted Transfers from (to) Other Funds	Budgeted Ending Balance
<b>General</b>					
Education Fund	24,506,000	67,272,030	66,649,339	0	25,128,691
Operations and Maintenance Fund	7,135,000	4,973,845	6,547,512	0	5,561,333
<b>Special Revenue</b>					
Restricted Purposes Fund	0	25,937,274	25,938,673	0	-1,399
Audit Fund	70,000	75,000	85,000	0	60,000
Liability, Protection, and Settlement Fund	470,000	712,931	712,931	0	470,000
Public Building Commission Operations and Maintenance Fund	0	0	0	0	0
<b>Debt Service</b>					
Bond and Interest Fund	221,000	704,121	626,200	0	298,921
Public Building Commission Rental Fund	0	0	0	0	0
<b>Capital Projects</b>					
Operations and Maintenance (Restricted) Fund	5,659,000	21,794,797	26,702,060	0	751,737
Building Bond Proceeds Fund	0	0	0	0	0
<b>Proprietary Fund</b>					
Auxiliary Enterprises Fund	272,000	3,769,017	4,166,123	0	-125,106
<b>OPEB Liability</b>					
OPEB Liability Fund	-28,670,000	1,500,000	2,999,998	0	-30,169,998

The Official Budget which is accurately summarized in this document was approved by the Board of Trustees on \_\_\_\_\_

Date

**ATTEST:** \_\_\_\_\_  
Secretary, Board of Trustees

## SUMMARY OF FISCAL YEAR 2022 ESTIMATED REVENUES

	Education Fund	Operations and Maintenance Fund	Public Building Commission Operation & Maintenance Fund	Total Operating Funds
<b>OPERATING REVENUES BY SOURCE</b>				
Local Government				
Local Taxes	25,564,854	2,355,204	0	27,920,058
Payment in Lieu of Taxes	180,000	125,000	0	305,000
Chargeback	0	0	0	0
<b>Total Local Government</b>	<b>25,744,854</b>	<b>2,480,204</b>		<b>28,225,058</b>
State Government				
Base Operating Grants	2,817,828	837,719	0	3,655,547
ICCB Equalization Grant	50,000	0	0	50,000
State Grants	-65,000	0	0	-65,000
Illinois State Board of Education	310,000	0	0	310,000
<b>Total State Government</b>	<b>3,112,828</b>	<b>837,719</b>		<b>3,950,547</b>
Federal Government				
Dept. Of Education - Direct Grants	0	0	0	0
Dept. Of Education - Other Sources	0	0	0	0
<b>Total Federal Government</b>	<b>0</b>			<b>0</b>
Student Tuition and Fees				
Resident	8,916,824	1,501,662	0	10,418,486
Out-of-District	45,337	9,468	0	54,805
Out-of-State	10,354	2,981	0	13,335
International	0	0	0	0
Student Fees	1,717,598	0	0	1,717,598
Other Student Tuition and Fees	594,275	0	0	594,275
<b>Total Student Tuition and Fees</b>	<b>11,284,388</b>	<b>1,514,111</b>		<b>12,798,499</b>
Sales and Service Fees				
Public Service/Community Education/Customized Traini	38,750	0	0	38,750
Other Sales and Service	14,000	0	0	14,000
<b>Total Sales and Service Fees</b>	<b>52,750</b>			<b>52,750</b>
Facilities Revenue				
Facility/Misc Rentals	18,966	0	0	18,966
<b>Total Facilities Revenue</b>	<b>18,966</b>			<b>18,966</b>
Investment Revenue				
Investment Revenue	399,373	110,811	0	510,184
<b>Total Investment Revenue</b>	<b>399,373</b>	<b>110,811</b>		<b>510,184</b>
Non Governmental Gifts				
Non Governmental Gifts	11,000	0	0	11,000
<b>Total Non Governmental Gifts</b>	<b>11,000</b>			<b>11,000</b>



Other Sources				
Other Revenues	26,647,871	31,000	0	26,678,871
<b>Total Other Sources</b>	<b>26,647,871</b>	<b>31,000</b>		<b>26,678,871</b>
<b>Total 2022 Budgeted Revenues</b>	<b>67,272,030</b>	<b>4,973,845</b>	<b>0</b>	<b>72,245,875</b>
Less Nonoperating Items*				
Tuition Chargeback Revenue	0	0	0	0
Instr. Service Contract Revenue	0	0	0	0
<b>Adjusted Revenue</b>	<b>67,272,030</b>	<b>4,973,845</b>	<b>0</b>	<b>72,245,875</b>

\*Interdistrict expenses that do not generate related local district credit hours are subtracted to allow for statewide comparisons.

## SUMMARY OF FISCAL YEAR 2022 OPERATING BUDGETED EXPENDITURES

	Education Fund	Operations and Maintenance Fund	Public Building Commission Operation Maintenance Fund	Total Operating Funds	%
<b><u>BY PROGRAM</u></b>					
Instruction	19,037,077	0	0	19,037,077	26.01
Student Services	63,148	0	0	63,148	0.09
Academic Support	2,873,178	0	0	2,873,178	3.93
Student Services	3,962,253	0	0	3,962,253	5.41
Public Service/Continuing Education	1,168,588	0	0	1,168,588	1.60
Auxiliary Services	0	0	0	0	0.00
Operation & Maintenance of Plant	0	6,547,512	0	6,547,512	8.95
Institutional Support	39,470,095	0	0	39,470,095	53.92
Scholarships, Student Grants & Waivers	75,000	0	0	75,000	0.10
<b>Total 2022 Budgeted Expenditures</b>	66,649,339	6,547,512	0	73,196,851	100.00
Less Nonoperating Items*					
Tuition Chargeback	0	0	0	0	0.00
Instructional Service Contracts	74,540	0	0	74,540	0.10
<b>Adjusted Expenditures</b>	66,574,799	6,547,512	0	73,122,311	99.90

### **BY OBJECT**

Salaries	27,461,969	616,782	0	28,078,751	38.36
Employee Benefits	30,942,816	142,935	0	31,085,751	42.47
Contractual Services	2,456,229	1,662,700	0	4,118,929	5.63
Supplies	2,284,297	382,935	0	2,667,232	3.64
Travel	244,412	19,660	0	264,072	0.36
Fixed Charges	1,571,057	45,500	0	1,616,557	2.21
Utilities	274,502	938,000	0	1,212,502	1.66
Capital Outlay	361,250	2,739,000	0	3,100,250	4.24
Other	902,807	0	0	902,807	1.23
Contingency	150,000	0	0	150,000	0.20
Interfund Transfer Out	0	0	0	0	0.00

<b>Total 2022 Budgeted Expenditures</b>	66,649,339	6,547,512	0	73,196,851	100.00
Less Nonoperating Items*					
Tuition Chargeback	0	0	0	0	0.00
Instructional Service Contracts	74,540	0	0	74,540	0.10
<b>Adjusted Expenditures</b>	66,574,799	6,547,512	0	73,122,311	99.90

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**FISCAL YEAR 2022 BUDGETED EXPENDITURES**

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<b>Education</b>	<b>Appropriations</b>	<b>Totals</b>
<b>Instruction</b>		
Salaries	15,715,295	
Employee Benefits	2,402,782	
Contractual Services	202,403	
General Materials and Supplies	588,844	
Travel and Conference/Meeting Expense	36,603	
Fixed Charges	46,650	
Utilities	4,000	
Capital Outlay	21,500	
Other	19,000	
Provision for Contingency	0	
		19,037,077
<b>Student Services</b>		
Salaries	50,187	
Employee Benefits	12,961	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expense	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	0	
Provision for Contingency	0	
<b>Academic Support</b>		
Salaries	1,924,486	
Employee Benefits	283,895	
Contractual Services	145,685	
General Materials and Supplies	267,852	
Travel and Conference/Meeting Expense	29,260	
Fixed Charges	0	
Utilities	0	
Capital Outlay	175,000	
Other	47,000	
Provision for Contingency	0	
		63,148

**Student Services**

Salaries	2,850,967	
Employee Benefits	684,359	
Contractual Services	225,613	
General Materials and Supplies	173,629	
Travel and Conference/Meeting Expense	27,135	
Fixed Charges	50	
Utilities	0	
Capital Outlay	0	
Other	500	
Provision for Contingency	0	
		3,962,253

**Public Service/Continuing Education**

Salaries	846,438	
Employee Benefits	224,544	
Contractual Services	50,178	
General Materials and Supplies	42,976	
Travel and Conference/Meeting Expense	3,452	
Fixed Charges	500	
Utilities	0	
Capital Outlay	0	
Other	500	
Provision for Contingency	0	
		1,168,588

**Auxiliary Services**

Salaries	0	
Employee Benefits	0	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expense	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	0	
Provision for Contingency	0	
		0

**Operation & Maintenance of Plant**

Salaries	0	
Employee Benefits	0	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expense	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	0	
Provision for Contingency	0	
		0

**Institutional Support**

Salaries	6,074,596	
Employee Benefits	27,334,275	
Contractual Services	1,832,350	
General Materials and Supplies	1,210,996	
Travel and Conference/Meeting Expense	147,962	
Fixed Charges	1,523,857	
Utilities	270,502	
Capital Outlay	164,750	
Other	760,807	
Provision for Contingency	150,000	
		39,470,095

**Scholarships, Student Grants & Waivers**

Salaries	0	
Employee Benefits	0	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expense	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	75,000	
Provision for Contingency	0	
		75,000

**Interfund Transfers Out**

		0
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**Total Education Fund Expenditures**

		66,649,339
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**FISCAL YEAR 2022 BUDGETED EXPENDITURES**

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<b>Operations and Maintenance</b>	<b>Appropriations</b>	<b>Totals</b>
<hr/>		
<b>Operation &amp; Maintenance of Plant</b>		
Salaries	616,782	
Employee Benefits	142,935	
Contractual Services	1,662,700	
General Materials and Supplies	382,935	
Travel and Conference/Meeting Expense	19,660	
Fixed Charges	45,500	
Utilities	938,000	
Capital Outlay	2,739,000	
Other	0	
Provision for Contingency	0	
	<hr/>	6,547,512
<b>Interfund Transfers Out</b>		0
		<hr/>
<b>Total Operations and Maintenance Fund Expenditures</b>		6,547,512
		<hr/>
<b>Total Operating Fund Expenditures</b>		73,196,851
		<hr/> <hr/>

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**FISCAL YEAR 2022 BUDGETED REVENUES**

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<b>Operations and Maintenance Restricted</b>	<b>Revenues</b>	<b>Totals</b>
<b>State Government</b>		
Other State Sources	18,129,625	18,129,625
<b>Student Tuition and Fees</b>		
Student Fees	75,442	75,442
<b>Investment Revenue</b>		
Investment Revenue	89,730	89,730
<b>Non Governmental Gifts</b>		
Non Governmental Gifts	2,500,000	2,500,000
<b>Other Sources</b>		
Other Revenues	1,000,000	1,000,000
<b>Total Operations and Maintenance Restricted Revenues</b>		21,794,797

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**FISCAL YEAR 2022 BUDGETED EXPENDITURES**

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<b>Institutional Support</b>		
Salaries	0	
Employee Benefits	0	
Contractual Services	105,000	
General Materials and Supplies	0	
Travel and Conference/Meeting Expense	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	26,597,060	
Other	0	
Provision for Contingency	0	
		26,702,060
<b>Interfund Transfers Out</b>		0
<b>Total Operations and Maintenance Restricted Expenditures</b>		26,702,060



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**FISCAL YEAR 2022 BUDGETED REVENUES**

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Bond and Interest	Revenues	Totals
<b>Student Tuition and Fees</b>		
Student Fees	704,121	704,121
<b>Total Bond and Interest Revenues</b>		704,121

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**FISCAL YEAR 2022 BUDGETED EXPENDITURES**

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<b>Institutional Support</b>		
Salaries	0	
Employee Benefits	0	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expense	0	
Fixed Charges	626,200	
Utilities	0	
Capital Outlay	0	
Other	0	
Provision for Contingency	0	
		626,200
<b>Interfund Transfers Out</b>		0
<b>Total Bond and Interest Expenditures</b>		626,200

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**FISCAL YEAR 2022 BUDGETED REVENUES**

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<b>Auxiliary</b>	<b>Revenues</b>	<b>Totals</b>
<b>Student Tuition and Fees</b>		
Resident	723,023	723,023
Out-of-District	4,559	4,559
Out-of-State	1,435	1,435
Application Fees	30,000	30,000
<b>Sales and Service Fees</b>		
Food/Cafeteria	655,500	655,500
Bookstore	944,000	944,000
Athletic Fees	3,000	3,000
Public Service/Community Education/Custom	975,000	975,000
Other Sales and Service	395,000	395,000
<b>Facilities Revenue</b>		
Facility/Misc Rentals	30,000	30,000
<b>Other Sources</b>		
Other Revenues	7,500	7,500
		<hr/>
<b>Total Auxiliary Revenues</b>		3,769,017
		<hr/> <hr/>

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**FISCAL YEAR 2022 BUDGETED EXPENDITURES**

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<b>Academic Support</b>		
Salaries	0	
Employee Benefits	0	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expense	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	0	
Provision for Contingency	0	
		<hr/>
		0

**Student Services**

Salaries	0	
Employee Benefits	0	
Contractual Services	1,000	
General Materials and Supplies	400	
Travel and Conference/Meeting Expense	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	0	
Provision for Contingency	0	
		1,400

**Public Service/Continuing Education**

Salaries	353,482	
Employee Benefits	104,266	
Contractual Services	69,100	
General Materials and Supplies	109,700	
Travel and Conference/Meeting Expense	200	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	10,000	
Provision for Contingency	0	
		646,748

**Auxiliary Services**

Salaries	1,698,901	
Employee Benefits	237,074	
Contractual Services	317,800	
General Materials and Supplies	1,180,700	
Travel and Conference/Meeting Expense	62,900	
Fixed Charges	20,000	
Utilities	0	
Capital Outlay	0	
Other	600	
Provision for Contingency	0	
		3,517,975

**Interfund Transfers Out**

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0

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**Total Auxiliary Expenditures**

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4,166,123

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**FISCAL YEAR 2022 BUDGETED REVENUES**

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<b>Restricted Purposes</b>	<b>Revenues</b>	<b>Totals</b>
<b>State Government</b>		
State Grants	19,000	19,000
Special Initiatives Grant	206,400	206,400
Adult Education - State Basic Grant	268,151	268,151
Adult Education - Performance Grants	130,466	130,466
Other State Sources	545,913	545,913
<b>Federal Government</b>		
Dept. Of Education - Direct Grants	5,833,680	5,833,680
Dept. Of Education - Pass Through	30,490	30,490
Dept. Of Education - Other Sources	13,658,674	13,658,674
<b>Non Governmental Gifts</b>		
Non Governmental Gifts	244,500	244,500
<b>Other Sources</b>		
Other Revenues	5,000,000	5,000,000
	<hr/>	<hr/>
<b>Total Restricted Purposes Revenues</b>		25,937,274
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**FISCAL YEAR 2022 BUDGETED EXPENDITURES**

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<b>Revenue</b>		
Salaries	0	
Employee Benefits	0	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expense	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	5,000,000	
Provision for Contingency	0	
	<hr/>	5,000,000
		<hr/>

**Instruction**

Salaries	624,657	
Employee Benefits	64,981	
Contractual Services	13,375	
General Materials and Supplies	39,342	
Travel and Conference/Meeting Expense	1,350	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	4,843	
Provision for Contingency	0	
		748,548

**Academic Support**

Salaries	275,491	
Employee Benefits	56,211	
Contractual Services	87,177	
General Materials and Supplies	26,800	
Travel and Conference/Meeting Expense	8,000	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	18,772	
Provision for Contingency	0	
		472,451

**Student Services**

Salaries	444,316	
Employee Benefits	91,400	
Contractual Services	57,400	
General Materials and Supplies	116,660	
Travel and Conference/Meeting Expense	77,235	
Fixed Charges	80	
Utilities	1,083	
Capital Outlay	255,000	
Other	4,837,089	
Provision for Contingency	0	
		5,880,263

**Public Service/Continuing Education**

Salaries	77,826	
Employee Benefits	1,908	
Contractual Services	45,432	
General Materials and Supplies	5,500	
Travel and Conference/Meeting Expense	3,217	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	0	
Provision for Contingency	0	
		133,883

**Operation & Maintenance of Plant**

Salaries	0	
Employee Benefits	0	
Contractual Services	5,000	
General Materials and Supplies	0	
Travel and Conference/Meeting Expense	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	0	
Provision for Contingency	0	
		5,000

**Institutional Support**

Salaries	0
Employee Benefits	0
Contractual Services	0
General Materials and Supplies	5,226,000
Travel and Conference/Meeting Expense	0
Fixed Charges	0
Utilities	0
Capital Outlay	1,200,000
Other	6,765,215
Provision for Contingency	0

Salaries	0	
Employee Benefits	0	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expense	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	0	
Provision for Contingency	0	
		13,191,215

**Scholarships, Student Grants & Waivers**

Salaries	105,613	
Employee Benefits	0	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expense	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	401,700	
Provision for Contingency	0	
		507,313

**Interfund Transfers Out**

	0
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**Total Restricted Purposes Expenditures**

25,938,673

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**FISCAL YEAR 2022 BUDGETED REVENUES**

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<b>Working Cash</b>	<b>Revenues</b>	<b>Totals</b>
<b>Investment Revenue</b>		
Investment Revenue	50,432	50,432
	<hr/>	<hr/>
<b>Total Working Cash Revenues</b>		50,432
		<hr/> <hr/>



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**FISCAL YEAR 2022 BUDGETED REVENUES**

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<b>Audit</b>	<b>Revenues</b>	<b>Totals</b>
<b>Local Government</b>		
Local Taxes	75,000	75,000
	<hr/>	<hr/>
<b>Total Audit Revenues</b>		75,000
		<hr/> <hr/>

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**FISCAL YEAR 2022 BUDGETED EXPENDITURES**

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<b>Institutional Support</b>		
Salaries	0	
Employee Benefits	0	
Contractual Services	85,000	
General Materials and Supplies	0	
Travel and Conference/Meeting Expense	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	0	
Provision for Contingency	0	
	<hr/>	85,000
<b>Interfund Transfers Out</b>		0
		<hr/>
<b>Total Audit Expenditures</b>		85,000
		<hr/> <hr/>

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**FISCAL YEAR 2022 BUDGETED REVENUES**

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<b>Liability, Protection &amp; Settlement</b>	<b>Revenues</b>	<b>Totals</b>
<b>Local Government</b>		
Local Taxes	702,444	702,444
<b>Investment Revenue</b>		
Investment Revenue	10,487	10,487
	<hr/>	<hr/>
<b>Total Liability, Protection &amp; Settlement Revenues</b>		712,931
		<hr/> <hr/>

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**FISCAL YEAR 2022 BUDGETED EXPENDITURES**

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<b>Institutional Support</b>		
Salaries	0	
Employee Benefits	647,931	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expense	0	
Fixed Charges	65,000	
Utilities	0	
Capital Outlay	0	
Other	0	
Provision for Contingency	0	
	<hr/>	712,931
<b>Interfund Transfers Out</b>		0
		<hr/>
<b>Total Liability, Protection &amp; Settlement Expenditures</b>		712,931
		<hr/> <hr/>

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**FISCAL YEAR 2022 BUDGETED REVENUES**

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OPEB Liability	Revenues	Totals
<b>Other Sources</b>		
Other Revenues	1,500,000	1,500,000
<b>Total OPEB Liability Revenues</b>		1,500,000

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**FISCAL YEAR 2022 BUDGETED EXPENDITURES**

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**Instruction**

Salaries	0	
Employee Benefits	180,594	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expense	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	0	
Provision for Contingency	0	
		180,594

**Academic Support**

Salaries	0	
Employee Benefits	148,026	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expense	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	0	
Provision for Contingency	0	
		148,026

**Student Services**

Salaries	0
Employee Benefits	631,346
Contractual Services	0
General Materials and Supplies	0
Travel and Conference/Meeting Expense	0
Fixed Charges	0
Utilities	0
Capital Outlay	0
Other	0
Provision for Contingency	0

		631,346
<b>Public Service/Continuing Education</b>		
Salaries	0	
Employee Benefits	1,552,722	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expense	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	0	
Provision for Contingency	0	
		1,552,722
<b>Auxiliary Services</b>		
Salaries	0	
Employee Benefits	60,340	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expense	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	0	
Provision for Contingency	0	
		60,340
<b>Operation &amp; Maintenance of Plant</b>		
Salaries	0	
Employee Benefits	121,068	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expense	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	0	
Provision for Contingency	0	
		121,068

**Institutional Support**

Salaries	0	
Employee Benefits	7,284	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expense	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	0	
Provision for Contingency	0	
		7,284

**Scholarships, Student Grants & Waivers**

Salaries	0	
Employee Benefits	298,618	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expense	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	0	
Provision for Contingency	0	
		298,618

**Interfund Transfers Out**

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**Total OPEB Liability Expenditures**

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2,999,998

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# McHenry County College

## Proposed Capital Outlay Expenditures

### Fiscal Year 2022

#### Instruction

01-1010-101016-580600000	ESTIMATED INSTRUCTIONAL EQUIPMENT NEEDS FOR PROGRAMS	6,500	
			6,500
01-1020-102016-580600000	ESTIMATED INSTRUCTIONAL EQUIPMENT NEEDS FOR PROGRAMS	15,000	
			15,000
TOTAL INSTRUCTION CAPITAL OUTLAY			21,500

#### Academic Support

01-2080-201010-580600000	NEEDS PER CG	175,000	
			175,000
TOTAL ACADEMIC SUPPORT CAPITAL OUTLAY			175,000

#### Institutional Support

01-8020-501010-580600005	PURCHASE LARGE FORMAT PRINTER	5,000	
			5,000
01-8060-501016-580900060	SMALL UNPLANNED RENOVATION PROJECTS-INSTITUTIONAL	25,000	
01-8060-501016-580500000	SMALL UNPLANNED EQUIPMENT PURCHASES-INSTITUTIONAL	25,000	
			50,000
01-8030-501032-580500000	PHOTOGRAPHY, VIDEO, AUDIO RECORDING EQUIPMENT FOR STUDIO WORK	5,500	
			5,500
01-8080-504010-580500000	ESTIMATED EQUIPMENT NEEDS FOR INSTITUTIONAL REQUIREMENTS	7,500	
			7,500
01-8080-504020-580500000	INCLUDES DARKTRACE	96,750	
			96,750
TOTAL INSTITUTIONAL SUPPORT CAPITAL OUTLAY			164,750
<b>TOTAL EDUCATION FUND CAPITAL OUTLAY</b>			<b>361,250</b>

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## Operation & Maintenance of Plant

02-7030-505035-580200000	R&G SITE IMPROVEMENT - BUDGET TRENDING	65,000	
			65,000
02-7030-505036-580700000	R&G/A EQUIPMENT-SERVICE- PAINTING GYM CEILING STRUCTURE PER KAREN DUE TO PEELING PAINT PLUS MISC. ATHLETIC REQUESTS AS REQUIRED	40,000	
			40,000
02-7090-505050-580900007	A&E SERVICES - ESTIMATED BUDGET BASED ON PLANNED PROJECTS	60,000	
02-7090-505050-580900060	BUILDING IMPROVEMENTS AND MISC PROJECTS	700,000	
02-7090-505050-580900060	USED FOR CAPITAL PROJECTS SHED BARN, MATH TUTOR, OR B166-B167	1,009,000	
02-7090-505050-580200000	SITE IMPROVEMENTS - FURTHER IMPROVEMENTS	200,000	
			1,969,000
02-7010-505060-580700005	I.S.E.S- REPLAC. EQUIP	600,000	
02-7010-505060-580900007	A&E SERVICES	65,000	
			665,000
TOTAL OPERATION & MAINTENANCE OF PLANT CAPITAL OUTLAY			2,739,000
<b>TOTAL OPERATIONS AND MAINTENANCE FUND CAPITAL OUTLAY</b>			<b>2,739,000</b>

## Institutional Support

03-8020-501030-580900025	PUMPHOUSE PROJECT TO BE REALLOCATED TO OTHER CAPITAL PROJECT (POSSIBLE RELOCATION OF FIRE TOWER IF FUNDED OR \$40K USED FOR CAPITAL PROJECTS SHED BARN, MATH TUTOR, OR B166-B167)	160,000	
03-8020-501030-580900020	GREENHOUSE PROJECT TO BE REALLOCATED TO OTHER CAPITAL PROJECT (POSSIBLE RELOCATION OF FIRE TOWER IF FUNDED OR \$250K USED FOR CAPITAL PROJECTS SHED BARN, MATH TUTOR, OR B166-B167)	1,000,000	
03-8020-501030-580900000	CAREER TECHNICAL EDUCATION BUILDING, APPROVED BY THE STATE @ 75% (\$21,015,335 - 15,761,250 = 6,088,700 LOCAL MATCH) WITH ESCALATION INCREASE OF \$834,865 @ 100% LOCAL;  STATE PORTION FOR ACCESS ROAD LEADING TO LOADING DOCK @ 75% (\$560,000 - 420,000 = 120,0	23,847,700	
03-8020-501030-580900000	CAPITAL PROJECTS RELATING TO SHED BARN, MATH TUTORING, AND/OR B166- B167 RENOVATIONS	589,360	
			25,597,060
03-8020-501054-580500000	DELL COMPUTEER LEASES	1,000,000	
			1,000,000
	TOTAL INSTITUTIONAL SUPPORT CAPITAL OUTLAY		26,597,060
	<b>TOTAL OPERATIONS AND MAINTENANCE RESTRICTED FUND CAPITAL OUTLAY</b>		<b>26,597,060</b>



## Student Services

06-3040-901026-580600000	ESTIMATED INSTRUCTIONAL EQUIPMENT NEEDS FOR PROGRAMS	80,000	
			80,000
06-3080-904147-580900060	RENOVATION OF B166-B167	175,000	
			175,000
TOTAL STUDENT SERVICES CAPITAL OUTLAY			255,000

## Institutional Support

06-8060-904159-580900005	NEEDED NETWORK UPGRADE PROJECT TO ENSURE ABILITY TO DELIVER AND HOST REMOTE OPERATIONS	1,000,000	
06-8060-904159-580900005	UPDATED TOUCHLESS PROJECTORS FOR CLASSROOMS	200,000	
			1,200,000
TOTAL INSTITUTIONAL SUPPORT CAPITAL OUTLAY			1,200,000
<b>TOTAL RESTRICTED PURPOSES FUND CAPITAL OUTLAY</b>			<b>1,455,000</b>



Fiscal Year 2023 Resource Allocation Management Program (RAMP)

Information

These Resource Allocation Management Program (RAMP) submissions are the official requests of the College for state funding of specific capital improvement projects. It is a requirement of the Illinois Board of Higher Education (IBHE) through the Illinois Community College Board (ICCB) as a means to assist the State in resource allocation and budget planning.

Due to recent changes in state capital budgeting and processes of the ICCB over the last few years, the RAMP submission process itself has been changed. All RAMP projects submitted prior to FY 2020, which were not funded in the last year, have been eliminated. All remaining projects within the system were removed and the RAMP process itself started fresh with the FY 2022 RAMP year. This change has provided all higher education institutions the ability to submit projects based on current/future needs for consideration if new state funding becomes available.

The three projects to be included in this year's RAMP document and prioritized are:

- 1) Multi-Purpose Center Addition (\$13,686,256.40)
- 2) First Responder Training Center (\$9,699,400.65)
- 3) Library/Student Success Center Renovation (\$8,395,446.62)

The combined FY 2023 cost for all three projects in this submission is estimated at \$31,781,103.67. The College is requesting that the State appropriate 75% estimated at \$23,835,827.75 with local funds supporting the remaining 25% estimated at \$7,945,275.92.

Recommendation

It is recommended that the Board of Trustees approves the FY 2023 Resource Allocation Management Program (RAMP) projects submissions, which includes the Multi-purpose Center Addition, First Responder Training Center, and Library/Student Success Center Renovation, to the Illinois Community College Board as presented for a total cost of \$31,781,103.67 with a required local match of \$7,945,275.92.



Clinton E. Gabbard  
President



Lazaro Lopez, Ed.D.  
Chairman

Brian Durham, Ed.D.  
Executive Director

Illinois Community College Board

**Capital Project Application**

Complete one application for each project.

**District/College:** \_\_\_\_\_

**District #:** \_\_\_\_\_  
*5 Digit Code (e.g., 50101)*

**ICCB Project # Identifier:** \_\_\_\_\_  
*District #, type (NC, R, SP, U, SI or DF), Fiscal Year – District Ranking # (e.g., 500-01NC2021-1)*

**Project Type:** \_\_\_\_\_  
*(New Construction, Remodel, Site Purchase, Utilities, Site Improvement and Deferred Maintenance)*

**Project Title:** \_\_\_\_\_

**District Project Rank # (1 of 3):** \_\_\_\_\_  
*(Top 3 receive full prioritization points, 4 and beyond are reduced progressively)*

**Estimated Local Funds:** \_\_\_\_\_  
*(25% minimum)*

**Estimated State Funds:** \_\_\_\_\_

**Estimated Total Funds:**

**Budget Detail**

**BLDGS, ADDITIONS, AND/OR STRUCTURES:** \_\_\_\_\_

**LAND:** \_\_\_\_\_

**EQUIPMENT:** \_\_\_\_\_

**UTILITIES:** \_\_\_\_\_

**REMODELING & REHABILITATION:** \_\_\_\_\_

**SITE IMPROVEMENTS:** \_\_\_\_\_

**PLANNING:** \_\_\_\_\_

**Other:** \_\_\_\_\_

**TOTAL Funds Requested:**

**Project Scope:**

**Project Justification:**

If project includes **Missing Core Campus Components** 1501.603 h)2); **Program Considerations** 1501.603 h)1); **Prior ICCB or State obligations** 1501.603 h)6) or **Structural Considerations** 1501.603 h)7), then please use this space for justification as this will greatly affect priority status.

**Additional Documentation Required Prior to Funding (this will be required before funding is released):**

- For New Construction please see requirements referenced in Administrative Rules section 1501.603 b).
- For Remodel and Rehab please see requirements referenced in Administrative Rules section 1501.603 c).
- For Secondary Site Purchase please see requirements referenced in Administrative Rules section 1501.603 d).

**Do project criteria meet Section 1501.603 a) of ICCB Administrative Rules?**☐ Yes ☐ No**Does this project have the approval of your local governing board?**☐ Yes ☐ No **Date of Board Meeting:** \_\_\_\_\_**District Contact Name:** \_\_\_\_\_**District Contact Email Address:** \_\_\_\_\_**District Contact Phone Number:** \_\_\_\_\_*Signature* \_\_\_\_\_ *Date* \_\_\_\_\_



Lazaro Lopez, Ed.D.  
Chairman

Brian Durham, Ed.D.  
Executive Director

Illinois Community College Board

## Capital Project Application

Complete one application for each project.

**District/College:** District 528 / McHenry County College

**District #:** 528-01

5 Digit Code (e.g., 50101)

**ICCB Project # Identifier:** 528-01NC2021-2

District #, type (NC, R, SP, U, SI or DF), Fiscal Year – District Ranking # (e.g., 500-01NC2021-1)

**Project Type:** New Construction

(New Construction, Remodel, Site Purchase, Utilities, Site Improvement and Deferred Maintenance)

**Project Title:** First Responder Training Center

**District Project Rank # (1 of 3):** 2 of 3

(Top 3 receive full prioritization points, 4 and beyond are reduced progressively)

**Estimated Local Funds:**

(25% minimum)

\$2,424,850

**Estimated State Funds:**

\$7,274,551

**Estimated Total Funds:**

\$9,699,401

### Budget Detail

BLDGS, ADDITIONS, AND/OR STRUCTURES:

\$4,587,812

LAND:

EQUIPMENT:

\$106,942

UTILITIES:

\$187,149

REMODELING & REHABILITATION:

\$769,982

SITE IMPROVEMENTS:

\$1,261,916

PLANNING:

\$981,783

Other:

\$1,803,817

**TOTAL Funds Requested:**

\$9,699,401



**Project Scope:**

The proposed new First Responder Training Center at McHenry County College will consist of the construction of new structures as well as sitework to support the needs of the Fire Science, EMT, and Criminal Justice programs on campus. The proposed new complex will be located at the southeast portion of the existing campus on property that was recently acquired by the College and will include the following:

**Proposed New Multi-Purpose / Garage Space (approx. 22,000 SF)**

100' x 220' Precast Concrete Structure  
Two-Story Volume  
To Accommodate Various Emergency Situations / Scenarios  
Overhead Doors to Accommodate Emergency Vehicles

**Proposed New Classroom / Office Space (approx. 4,500 SF)**

2) Classrooms @ 900 SF each  
Office Suite for Faculty and Staff  
Student Collaboration Space  
Toilet Rooms

**Proposed New Burn Tower**

Pre-Manufactured Burn Tower  
Multiple Levels  
Multiple Configurations

**Proposed Sitework**

Access Drive / Parking for Approximately 40 Vehicles  
Emergency Vehicle Operations Course (EVOC) Pad (150' 450')  
Maneuvering Space Around Burn Tower

In order to accommodate the space needs associated with this project the existing soccer field at the southeast corner of the campus will require relocation south of the existing baseball field. Due to the amount of impervious area being provided, a significant amount of stormwater management work will also be required.

In keeping with the College's commitment to sustainability, the new facility will also incorporate "green" design strategies consistent with LEED certification requirements.

The estimated cost breakdown for the project is as follows:

**New Multi-Purpose / Classroom / Garage Space**

26,500 SF x \$173.12 per SF \$ 4,587.812

**Burn Tower**

4,500 SF x \$171.11 per SF \$ 769.982

**Sitework**

Earthwork / Erosion Control \$ 481.239

Utilities \$ 187.149

Access Drive / Parking \$ 85.554

EVOC Pad \$ 304.785

Maneuvering Space Around Burn Tower \$ 197,843

Stormwater Management \$ 85,554

Landscaping \$ 106,944

**Project Justification:**

If project includes **Missing Core Campus Components** 1501.603 h)2); **Program Considerations** 1501.603 h)1); **Prior ICCB or State obligations** 1501.603 h)6) or **Structural Considerations** 1501.603 h)7), then please use this space for justification as this will greatly affect priority status.

**First Responder Training Center**

A First Responder Training Center at McHenry County College is needed to accommodate and expand existing programs and to be able to develop new ones that will serve the residents of the larger McHenry County area needs. Current space restrictions limit the ability and type of training current programs can offer, in particular Fire Science and Criminal Justice.

The College is also exploring a training center for police academy training. Current academy training is limited with no coverage in the northeast portion of Illinois. The lack of academy training options has caused delays in training new officers until spots are available. Additionally, there is support from the surrounding municipal and county law enforcement agencies for the College to develop a training academy and to be able to host a training center that can be utilized by law enforcement agencies to meet the demand for continuing training of officers.

The College is looking to expand courses currently offered and to partner with North East Multi-Regional Training (NEMRT) and Illinois Law Enforcement Training and Standards Board) as well as other agencies that will improve the content and quality of program offerings. The expanded programs will include offering state certified criminal justice courses to current police officers and first responders, offering advanced professional development courses to law enforcement officers and to develop either a part-time or full-time police training academy.

The First Responder Training Center will include a Proposed New Multi-Purpose/Garage Space (approx. 22,000 SF). This new space will allow for flexible inside training for both individuals and vehicles. Currently, the College lacks space to instruct users on vehicles that include ambulances, fire engines, police cruisers, and other emergency vehicles.

The First Responder Training Center will also include a Proposed New Classroom/Office Space (approx. 4,500 SF). Currently, the College lacks adequate space for all its current training needs, especially in the Fire Sciences, which at times is forced to use common hallways and stairways for training. These new classrooms in conjunction with the open multi-purpose space will provide dedicated classrooms for all first responder training.

The First Responder Training Center will include a new Proposed New Burn Tower. Currently, the existing burn tower is beyond its service life and is in need of a full restoration. A full restoration is not a cost effective solution as the burn tower is limited in its capabilities. The current burn tower is not able to provide the full suite of fire science training and is not modular so expansion is not feasible. The new burn tower will be multiple levels with different configuration options and have the ability to expand as may be needed for future training.

The First Responder Training Center will includes proposed site work that will consist of the construction of new structures as well as site work to support the needs of the Fire Science, EMT (Emergency Medical Technician), and Criminal Justice programs on campus. The proposed new complex is currently being planned to be located at the southeast portion of the existing campus on property that was recently acquired by the College and will include the following:

Access Drive/Parking for Approximately 40 Vehicles to handle the students that will utilize the new center. An Emergency Vehicle Operations Course (EVOC) Pad (150' 450') that will be used for first

**Additional Documentation Required Prior to Funding (this will be required before funding is released):**

- For New Construction please see requirements referenced in Administrative Rules section 1501.603 b).
- For Remodel and Rehab please see requirements referenced in Administrative Rules section 1501.603 c).
- For Secondary Site Purchase please see requirements referenced in Administrative Rules section 1501.603 d).

**Do project criteria meet Section 1501.603 a) of ICCB Administrative Rules?**☒ Yes ☐ No**Does this project have the approval of your local governing board?**☒ Yes ☐ No **Date of Board Meeting** June 24, 2021**District Contact Name:** Robert Tenuta, Chief Financial Officer / Treasurer**District Contact Email Address:** btenuta@mchenry.edu**District Contact Phone Number:** 815-455-8585**Signature** \_\_\_\_\_ **Date** June 25, 2021





Lazaro Lopez, Ed.D.  
Chairman

Brian Durham, Ed.D.  
Executive Director

Illinois Community College Board

## Capital Project Application

Complete one application for each project.

**District/College:** District 528 / McHenry County College

**District #:** 528-01

5 Digit Code (e.g., 50101)

**ICCB Project # Identifier:** 528-01NC2021-3

District #, type (NC, R, SP, U, SI or DF), Fiscal Year – District Ranking # (e.g., 500-01NC2021-1)

**Project Type:** Remodel

(New Construction, Remodel, Site Purchase, Utilities, Site Improvement and Deferred Maintenance)

**Project Title:** Library / Student Success Center Renovations

**District Project Rank # (1 of 3):** 3 of 3

(Top 3 receive full prioritization points, 4 and beyond are reduced progressively)

**Estimated Local Funds:**

(25% minimum)

\$2,098,862

**Estimated State Funds:**

\$6,296,585

**Estimated Total Funds:**

\$8,395,447

### Budget Detail

BLDGS, ADDITIONS, AND/OR STRUCTURES:

LAND:

EQUIPMENT:

\$721,859

UTILITIES:

REMODELING & REHABILITATION:

\$5,380,519

SITE IMPROVEMENTS:

PLANNING:

\$867,231

Other:

\$1,425,838

**TOTAL Funds Requested:**

\$8,395,447

**Project Scope:**

As one of the major hubs on campus that supports student engagement and overall student success as well as a tremendous resource that serves the community-at-large, the existing Library at McHenry County College is in need of significant renovations, re-organization, and upgrades. Once completed, the new Library / Student Success Center will accommodate the following spaces / functions:

**Library**

Circulation / Reference Desk and Staff Offices  
 Technical Processing  
 General Collection Stacks  
 Reference Collection  
 Group Study / One-Button Studio Spaces  
 Collaborative Seating Space  
 Quiet Study Space  
 Open Computing Space  
 Information Literacy Computer Lab  
 Coffee Bar / Cafe

**Student Success Center**

Open Tutoring Space for One-on-One / Small Groups  
 Open Computing Stations for Tutoring  
 Individual Group Study / Small Group Tutoring Rooms

**On-Line Learning Center**

Open Collaborative Resource Area for On-Line / Hybrid Students  
 Small Computer Lab for On-Line / Hybrid Training  
 Staff Work Space

**Teaching and Learning Center (TLC)**

Open Collaborative Space for Faculty / Staff Training  
 TLC Staff Offices  
 Conference / Seminar Space

As part of the proposed renovation work, the existing MEP infrastructure that serves the existing spaces will be completely upgraded, and the technology that serves the spaces will be replaced in order to accommodate the significant amount of technology and audio-visual equipment that will be incorporated within the area of renovation. Additionally, a new code-required automatic fire door assembly will be added within the Library space to meet current code requirements.

In keeping with the College's commitment to sustainability, the new facility will also incorporate "green" design strategies consistent with LEED certification requirements.

The estimated cost breakdown for the project is as follows:

**Renovation Work**

28,750 SF x \$187.15 per SF	\$ 5,380,519
General Conditions / OH&P @ 15%	\$ 807,078
Contingency @ 10%	\$ 618,760
Construction Administration Fee @ 3%	\$ 204,191
A/E Fees & Reimbursables	\$ 663,040
Furnishings and Equipment	\$ 721,559
<b>TOTAL ESTIMATED PROJECT COST</b>	<b>\$ 8,395,447</b>

**Project Justification:**

If project includes **Missing Core Campus Components** 1501.603 h)2); **Program Considerations** 1501.603 h)1); **Prior ICCB or State obligations** 1501.603 h)6) or **Structural Considerations** 1501.603 h)7), then please use this space for justification as this will greatly affect priority status.

**Library Renovations**

As one of the major hubs on campus that supports student engagement and overall student success as well as a tremendous resource that serves the community-at-large, the existing Library at McHenry County College is in need of significant renovations, re-organization, and upgrades to reflect the changing nature of information literacy and student engagement.

The Library concept in higher education has changes and the dated, physical space itself is in need of renovations and upgrades. The project scope includes the reconfiguration of the floorplan to reflect the interactive functions required of a modern Library. Specifically, the renovation will affect the Circulation and Reference Desk, reduction of General Collection Stacks, Open Computing Space, Reference Collection, and Information Literacy Computer Lab. Additionally, the renovation and installation of the following areas are necessary:

- Group Study/One-Button Studio Spaces
- Variety of learning style pods (quiet space, interactive, technology-assisted)
- Staff Offices
- Technical Processing
- Collaborative Seating Space
- Quiet Study Space
- Coffee Bar/Café if space allows.

The Student Success Center is currently housed within the existing Library and will require renovations that will include the following:

- Open Tutoring Space for One-on-One/Small Groups
- Open Computing Stations for Tutoring
- Individual Group Study/Small Group Tutoring Rooms

The renovation will also include adding a new On-Line Learning Center that will provide for the following:

- Open Collaborative Resource Area for On-Line/Hybrid Students
- Small Computer Lab for On-Line/Hybrid Training
- Supplemental technology and software for students to prepare high-quality academic projects
- Staff Work Space

The renovation will also include adding a new Teaching and Learning Center (TLC) within the LRC that will provide for the following:

- Open Collaborative Space for Faculty/Staff Training
- TLC Staff Offices
- Conference/Seminar Space

As part of the proposed renovation work, the existing Mechanical Electrical and Plumbing (MEP) infrastructure that serves the existing spaces will need to be completely upgraded. The technology that serves the spaces will be also be replaced in order to accommodate the significant amount of technology and audio-visual equipment that will be incorporated within the area of renovation. Additionally, a new code-required automatic fire door assembly will be added within the Library space to meet current code



**Additional Documentation Required Prior to Funding (this will be required before funding is released):**

- For New Construction please see requirements referenced in Administrative Rules section 1501.603 b).
- For Remodel and Rehab please see requirements referenced in Administrative Rules section 1501.603 c).
- For Secondary Site Purchase please see requirements referenced in Administrative Rules section 1501.603 d).

**Do project criteria meet Section 1501.603 a) of ICCB Administrative Rules?**☒ Yes ☐ No**Does this project have the approval of your local governing board?**☒ Yes ☐ No **Date of Board Meeting** June 24, 2021**District Contact Name:** Robert Tenuta, Chief Financial Officer / Treasurer**District Contact Email Address:** btenuta@mchenry.edu**District Contact Phone Number:** 815.455.8585**Signature** \_\_\_\_\_ **Date** June 25, 2021

Administrative Compensation Adjustment for FY 2022

Information

It is recommended that a flat percentage increase be applied for FY 2022, specifically:

- Administrators hired before March 1, 2021 and holding the positions listed on Board Report #21-41, Administrative Appointments for FY 2022 are considered "eligible administrators"
- All eligible administrators will receive a 2.9% increase
- All salary ranges will increase by 1.4%, the December 2020 CPI-U rate
- Eligible administrators who have been on a performance improvement plan or who have been on discipline during FY 2021 will not be eligible for a compensation increase
- If the increase moves an eligible administrator over the top of his/her range, the overage becomes paid as a bonus

Recommendation

It is recommended that the Board of Trustees approve a 2.9% compensation adjustment for eligible administrators for FY 2022.



Clinton E. Gabbard  
President



Compensation Adjustment for Confidential and Security Personnel for FY 2022 – FY 2024

Information

There are 13 confidential or security staff positions at the College that are exempt from inclusion in the McHenry County College Staff Council bargaining unit. Traditionally, the compensation for the individuals holding these positions follows the salaries and pay grades set forth in the Staff Council bargaining agreement. The Staff Council contract will expire on June 30, 2021 and a newly negotiated contract was presented and approved in May to the Board of Trustees in Board Report #21-67. The new contract will be effective from July 1, 2021 through June 30, 2024.

Recommendation

It is recommended that the Board of Trustees approves compensation adjustments for confidential and security staff positions equivalent to the terms and conditions of the McHenry County College Staff Council agreement beginning July 1, 2021, and effective through June 30, 2024.



Clinton E. Gabbard  
President

Compensation Adjustment for Contingent Employees for Academic Year 2021-2022

Information

Contingent employees at McHenry County College include:

- Athletic coaches
- Part-time, non-unit teaching faculty and trainers
- Part-time reference librarians
- Test facilitators
- Tutors

It is recommended that employees currently holding these positions receive a 2.9% increase to the base salary cell on the applicable salary matrix or their hourly rate, effective with the next Academic Year 2021-2022.

Recommendation

It is recommended that the Board of Trustees approve a 2.9% increase as detailed above, for the next Academic Year 2021-2022.



Clinton E. Gabbard  
President

## Contingent Tutor Salary Replacement

### Information

Tutors are valued MCC contingent employees who provide quality academic assistance to our students. They are not part of the MCC Staff Council, and they provide intermittent and flexible services based on the needs of the department(s) in which they serve. Tutors are hired to perform a specific responsibility, within a limited scope of work beyond tutoring students.

The College has recently reviewed our tutoring positions across the College and updated the job description. In doing so, we recommend that the current tutor salary matrix be replaced with a competitive salary range of \$16-\$28 and that on a periodic basis the salary range be reviewed and adjusted to remain competitive.

### Recommendation

It is recommended that the Board of Trustees approve the replacement of the tutor salary matrix with a salary range of \$16-\$28 per tutoring hour.



Clinton E. Gabbard  
President

Memorandum of Agreement between the  
Board of Trustees of McHenry County College and McHenry County College Staff Council

Information

A Memorandum of Agreement for the MCC Staff Council Association Contract is recommended for approval. This memorandum amends Section 4.13-Salary Adjustment of the newly ratified and approved Staff Council collective bargaining agreement to clarify that the second, third, and fourth salary adjustment may only be earned toward a degree higher than the staff member holds or earned toward CEUs to attain additional job related certifications.

Recommendation

It is recommended that the Board of Trustees approves the Memorandum of Agreement between the Board of Trustees of McHenry County College and McHenry County College Staff Council Association.



Clinton E. Gabbard  
President

## **MEMORANDUM OF AGREEMENT**

This **MEMORANDUM OF AGREEMENT** (the "Agreement") is entered into by and between the **BOARD OF TRUSTEES, MCHENRY COUNTY COLLEGE, COMMUNITY COLLEGE DISTRICT NO. 528** (the "Board") and the **MCHENRY COUNTY COLLEGE STAFF COUNCIL LOCAL 1642, IFT/AFT, AFL/CIO** (the "Staff Council").

**WHEREAS**, the Board and the Staff Council are parties to a collective bargaining agreement for the period from July 1, 2021 – June 30, 2024 (the "CBA");

**WHEREAS**, Staff Council approved the terms of the CBA on May 20, 2021;

**WHEREAS**, the Board approved the CBA at its May 27, 2021 Regular Board Meeting;

**WHEREAS**, the CBA contains the parties' agreed upon language for Section 4.13 of the CBA ("Salary Adjustment");

**WHEREAS**, the Board and Staff Council wish to amend the agreed upon language in Section 4.13 to clarify that the second, third, and fourth salary adjustment may only be earned toward a degree higher than the staff member holds or earned toward CEUs to attain additional job related certifications;

**WHEREAS**, the parties are mutually agreeable to entering into this Agreement to amend the Section 4.13 of the CBA;

**NOW, THEREFORE**, in consideration of the promises, mutual undertakings and agreements of the parties hereto, it is hereby agreed by the Board and the Staff Council as follows:

### **1. Revision of the 2021-2024 CBA**

The Board and Staff Council agree to amend the language of Section 4.13 as shown below. The amended language is shown in track-line edits for convenience.

#### **Section 4.13 Salary Adjustment**

A salary adjustment of \$1,350 will be awarded to a full-time staff member (exempt or non-exempt), upon the successful completion of the following steps and guidelines. The salary adjustment will be made, up to the maximum salary of the position range as listed in Appendix A. Once a staff member reaches the maximum salary, future adjustments would be paid as a bonus. Only one (1) salary adjustment may be received each fiscal year.

The full-time staff member must have:

- Completed their probationary period;
- Received pre-approval from their supervisor for the college credit hours or equivalent through the completion of an Educational Action Plan (EAP) and a Salary Adjustment application prior to the start of the course/activity;
- Submitted the pre-approved EAP and Salary Adjustment application to the Office of Human Resources before the start of the course/activity;
- Received final authorization and approval from the Office of Human Resources; and
- Submitted official completion documentation to the Office of Human Resources within sixty (60) days of the completion of the college coursework or equivalent

Salary adjustments are earned by:

- Successfully completing (grade of C or above) fifteen (15) college credit hours at a regionally accredited college/university. Repeat courses will not count toward salary adjustment;
- Successfully completing (certificate of completion) 22.5 Continuing Education Units (CEUs) [1.5 CEUs=1 college credit hour equivalent]; or
- Successfully completing a combination of nine (9) college credit hours and nine (9) CEUs.

Additional Guidelines:

- Up to four (4) salary adjustments will be allowed. The second salary adjustment shall not take effect until one (1) year has passed since the first salary adjustment. The third salary adjustment shall not take effect until one (1) year has passed since the second salary adjustment. The fourth salary adjustment shall not take effective until one (1) year has passed since the third salary adjustment.
- Employees can take all fifteen (15) credit hours (or equivalent) through McHenry County College for the first salary adjustment. The credit coursework must be related to the current job at the College or for professional growth at the College as defined within the Educational Action Plan.
- If a class taken at MCC fulfills prerequisite requirements toward a degree higher than the staff member holds, and is included in the employee's pre-approved Educational Action Plan, those credit hours can also apply toward the second, third and fourth salary adjustments.
- The second, third, and fourth salary adjustment may only be earned toward a degree higher than the staff member holds or earned toward CEUs to attain additional job related certifications, as defined within the Educational Action Plan.
- Approval for coursework/activities related to salary adjustment is not an approval of release-time for the employee to attend the activity during normal work hours. The employee is responsible for securing pre-approval from their immediate supervisor to do this, either through a flexible work schedule or the use of paid vacation or personal leave time.

When the above conditions have been met, a salary adjustment will become effective with the next possible pay-period. Retro pay will not be made.

**2. Non-Precedential Effect**

The Board and the Staff Council acknowledge and agree that this Agreement is based solely on the specific provision set forth herein. The parties further agree that this Agreement shall not bind them with respect to any future agreements.

**3. No Amendment to the Collective Bargaining Agreement**

The Board and the Staff Council acknowledge and agree that except as otherwise stated herein related to Section 4.13, this Agreement does not constitute an amendment to or revision of the remaining provisions of the CBA, or to any successor bargaining agreement, between the Board and the Staff Council.

**4. Effective Date**

This Agreement is effective immediately upon execution by the authorized representatives of the Board and the Staff Council as set forth below and the amendment to Section 4.13 will be shown in the published version of the CBA.

**IN WITNESS WHEREOF**, the parties have executed this Memorandum of Agreement on this \_\_\_\_ day of \_\_\_\_\_ 2021.

Dated: \_\_\_\_\_, 2021

**Board of Trustees, McHenry County College,  
Community College District No. 528**

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

Dated: \_\_\_\_\_, 2021

**McHenry County College Staff Council  
Local 1642, IFT/AFT, AFL/CIO**

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

## New Employees

Information

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

Classification	Start Date	Employee Name	Primary Position	Position Status
STA	5/24/2021	Mary Lutz	Office Assistant III (Business Affairs)	T
STA	5/24/2021	Mary Cornett	Administrative Assistant III (Business and Academic Affairs)	T
STA	5/24/2021	Jessica Miller	Student Resource Assistant	R
STA	6/1/2021	Gary Luber	Help Desk Specialist	T
ADM	6/1/2021	Daniela Broderick	Dean of Arts and Humanities	R
STA	6/1/2021	Jorge Perez	New Student Enrollment Coach	N
STA	6/1/2021	Julie Arndt	Scholarship and Outreach Specialist, FMCCF	R
ADJ	6/9/2021	Christina Brown	Adjunct Faculty-Social Science & Public Services	N
ADM	6/14/2021	Mark Piekos	Manager of IL Small Business Development Center	R

***Through June 14, 2021***

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

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



## Employee Resignations and Retirement Notifications

Information

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

<b>Classification</b>	<b>End Date</b>	<b>Employee Name</b>	<b>Primary Position</b>
STA	6/17/2021	Sarah Lemkau	Office Assistant III (Human Resources)
STA	5/21/2021	Victor Mercado	Lead Groundskeeper
STA	6/11/2021	Linda Reagle	Office Assistant I (Fitness Center)
STA	6/11/2021	Lynne Gomoll	Project Coordinator
STA	6/11/2021	Stephanie Wilson	Distance Learning Specialist
STA	6/25/2021	Bo'Lynne Modzelewski	IT Project Manager
ADM	6/30/2021	Al Butler	Chief Information Officer

***Through June 14, 2021***

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

<b>Classification</b>	<b>Retirement Date</b>	<b>Employee Name</b>	<b>Primary Position</b>
STA	5/28/2021	Sarah Lemkau	Office Assistant III (Human Resources)

***Through June 14, 2021***

## Center for Agrarian Learning Update

The Center for Agrarian Learning (CAL) at MCC works to strengthen the local food economy by teaching, engaging, and inspiring both farmers and consumers across Northern Illinois. Our focus is on supporting farm business viability in McHenry County by curating presentations and in-depth workshops that share innovations in both business and production. In addition, CAL provides both guidance and an industry-based framework for the development of the College's Entrepreneurial Agriculture degree program, as well as the MCC Student Farm.

**Entrepreneurial Agriculture Degree Program and MCC Student Farm**

For this month's report, Emily Zack, Farm Practicum Director, provides this detailed peek:

*May's temperatures were crazy! Second week in we had three nights of frosts followed by days close to 90 degrees. These plants don't know what is happening! Oh and the drought, about a half inch of rain all month. Our first MCC Student Farm Week's Plant Sale was a success. This year it was only open to students and employees, but we were still able to move hundreds of plants, and all were seeded, transplanted and cared for by our students. We are in the process now of planting them into our high tunnels for the summer season. The moveable tunnel houses the peppers and eggplant and future plantings of herbs and beans. Our first-ever Advanced Farm Practicum class is happening this summer and the Fruit and Vegetable Production class is in session right now too. The best part of this class is the unique structure. Students start inside for lecture then head out to the Farm. They get to hear the lecture on tomato care and trellising, for instance, and then move out to the tunnels to actually trellis tomatoes! The student's experience is definitely enhanced by this combination of learning.*



Shown above: Cucumbers trellised outside.



Shown above: Cooler (located in MCC Commons) is re-stocked each Monday.

### **Recent Outreach, Tours, and Community Event Participation**

With in-person events increasing, we have been able to attend some community events and share information about both CAL and the Entrepreneurial Agriculture program:

- Crystal Lake Garden Club, May 8, 2021. Garrett Beier, head of MCC's Entrepreneurial Agriculture and Horticulture program, managed the table.
- [Summer Horticulture Field Day](#), Edwards Apple Orchard West, Winnebago, IL, June 10, 2021. 150 people attended this industry-focused event organized by the Illinois State Horticulture Society. Sheri Doyel managed the table.
- [Summer Agriculture Institute](#), June 17, 2021. This is an IL Farm Bureau class offered for credit to grade school and high school teachers. Participants visited the MCC Student Farm and toured our high tunnels, pole barn, bee hives, and greenhouses.

### **Fundraising Efforts**

- The College will submit a proposal to the USDA's Local Food Promotion Program on June 21. This will be our third attempt to seek funds for planning an MCC food hub (aggregation and processing facility) that would serve local farmers, local buyers, and also provide a place on campus for food safety training, logistics trainings, and food processing training.
- We submitted the Illinois Specialty Crop Grant on May 24, which would help fund the MCC Student Farm expansion. The goal would be to install fruit and nut trees, then offer hands-on training for MCC students in fruit and nut production (in addition to vegetables, which we do currently) and also to welcome K-12 visits and develop public programs to be offered through the Center for Agrarian Learning.

June 2021 Committee Meeting Summary

**Tuesday, June 15, 2021 – Committee of the Whole Meeting**

- **Recognition of Visitors and Public Comments:** There were no public comments submitted for this meeting, held via videoconference.
- **President's Report:** Dr. Gabbard reported on a smooth transition during the past few weeks, in which vaccinated students, employees, and visitors who are fully vaccinated have been invited to not wear masks unless they desire when on MCC's campus. He looks forward to all employees being fully back on campus on Monday, July 12.

A meeting was held last week with the new Diversity, Equity, Belonging, and Inclusion (DEBI) consultant. This consultant will be asking for Trustee feedback as they plan efforts to move forward on this initiative. Linda Christopher will contact board Trustees to schedule meeting times.

Dr. Gabbard reported that summer enrollment is looking great and was pleased the golf outing was a great success and was enjoyed by many. He went on to mention several upcoming events, including the Gardenwalk and plans for another *Listening for a Cause* event to raise funds for the Student Success Fund.

- **Student Success Series: *Eliminating Barriers*:** Ms. Christina Haggerty, Vice President of Marketing, Communications, and Development welcomed and introduced Ms. Wendy Lauen, Director of Grants. Two main goals of the grant process are to pursue resources that protect the financial health of the College and to focus on the success of our underserved student population. Ms. Lauen recapped some exciting prospects in the works and emphasized the importance of grant funding and how these funds assist students and enhance programs offered by the College. Grant funding helps the College advance innovations in creative ways.
- **May Preliminary Financial Statements:** Mr. Tenuta provided a recap of the preliminary May financial statements. As the College forecasts being under budget, the surplus will not be known until he begins closing entries in June.
- **Future Agenda Items/Summary Comments by Board Members:** Mr. Morton reiterated that he would appreciate information related to a 3-5 year facility plan as mentioned this evening. Referencing the upcoming Gardenwalk, Mr. Morton said a similar type get-together is being planned with Foundation Board and Board of Trustees to be included.

Ms. Sanchez appreciated the budget and grant presentations tonight, most appreciative that grants help students.

Ms. Speros appreciated all the information so nicely prepared and presented tonight, especially the budget discussion meeting that allowed time to ask questions. She also thanked the Board for allowing her to attend the ICCTA annual conference. She enjoyed breakout sessions, networking, and the awards dinner. She also completed required trustee training while there.

Ms. Siddons felt the Foundation golf outing was fantastic and thanked all involved in the planning and execution. She added that Student Trustee Sanchez speaking at the outing was inspirational. Ms. Siddons thanked all for the budget presentation tonight, noting a Trustee duty is the oversight of this process.

Ms. Walsh asked whether LED lighting being planned in Buildings A and B would also eventually extend to Buildings C, D, and E. She added she would be interested in a presentation on the Purple Pride Relief Fund, referencing information in MCC's Catalyst publication about these funds.

Ms. Hoban echoed Ms. Speros' thoughts on the presentations, appreciating the graphics and budget slides. She would be interested in an update on solar power on campus, noting the Board held discussions about this a few years ago at which time projections were made. She wonders where we stand on solar use and savings currently.

Vice Chair Allen remarked that he enjoyed the recent Foundation golf outing, and then asked whether we had projected savings for solar panels at Shah Center.

Dr. Gabbard announced that attorney Sam Cavnar will be exiting as the College's legal counsel. He went on to thank Mr. Cavnar for his preparedness and responsiveness in serving the College very efficiently, remarking that he will be missed. Robbins Schwartz has designated a new attorney for the College, Ken Florey, who has extensive experience in higher education.

- **Closed Session:** There was no closed session held during this meeting.

## Friends of MCC Foundation Update

### **Fall 2021 Scholarship Update**

Scholarship applications for the Fall 2021 semester closed on April 1, 2021. A record-breaking 442 students submitted their general application. This is the highest number of applications the Foundation has ever received. All Foundation awards will be announced in June. Approximately 350 scholarships will be awarded totaling approximately \$300,000 in awards.

### **IME-Becas Scholarships**

The Friends of MCC Foundation has once again been awarded the IME Becas grant through the Consulate of Mexico in Chicago. With funding from the Consulate and matching funds approved by the FMCCF Board, the Foundation will award 15 new scholarships of \$1,000 each. These awards will be made to MCC students who are Hispanic/Latinx of Mexican origin. Awards will be based on financial need, with preference given to students who are previous Adult Education or Upward Bound graduates.

### **Another Chance to Attend – Virtual Listening for a Cause**

Due to the overwhelming success and positive feedback from our virtual *Listening for a Cause* concert in April, we will provide exclusive access to the concert again. For a limited time, with a \$20 donation to MCC's Student Success Fund, an exclusive link to the concert will be provided. Attendees will be able to view the concert on their own schedule. All proceeds from this "exclusive access event" will go to support MCC's Student Success Fund that helps students who have unexpected, emergency expenses. Tickets can be purchased at [www.mchenry.edu/listening](http://www.mchenry.edu/listening).

### **Education to Empowerment Update**

Education to Empowerment (E2E) has awarded six scholarships for the Fall 2021 and Spring 2022 academic year. Names of the scholarship recipients will be released soon. E2E will host its Summer Scholarship Event at MCC the evening of Thursday, July 29. Additional event details to come.

### **Foundation Welcomes New Employee**

The Foundation is pleased to welcome Julie Arndt to the team. Julie joined the Foundation on June 1, 2021 as the Scholarship and Outreach Specialist. Julie comes to the Foundation from Accenture, where she spent over 20 years working in Learning and Talent Development. Julie has been a member of Education to Empowerment for the last several years, is a community college graduate, and resides in Lakewood with her husband, Larry, and daughters, Madison and Olivia. In her free time, she enjoys cooking, reading, and all things sports – especially cheering on the Chicago Cubs. Julie is pictured here while attending MCC's 2020 virtual President's Dinner.



## **2021 Annual Golf Invitational**

The 2021 Friends of McHenry County College Foundation Golf Invitational was held on Monday, June 7, 2021 at Crystal Lake Country Club (CLCC). The event exceeded its fundraising goal with gross revenues over \$87,000. A total of 96 golfers came together to support MCC students. Exciting highlights included: a hole-in-one on 17 by Erik Hertel, the champion's putt made by the Roasati's foursome to establish a \$1,000 scholarship, and speeches by scholarship students Marco Gonzalez and Edith Sanchez. A huge thank you to this year's event sponsors:

- Robbins Schwartz
- First Midwest Bank
- Home State Bank
- Coilcraft
- Northwest Herald
- Mary Beth Siddons
- Qubit Networks
- American Community Bank & Trust
- Eder, Casella, & Co.
- Working World Staffing Solutions
- Mercy Health
- Mars Insurance
- LeCoque Family Foundation
- Pacific Custom Components
- 20/10 Engineering Group, Inc.
- Heritage Title
- Duraflex, Inc.
- Rosati's Woodstock
- Demonica Kemper Architects
- 365 Equipment and Supply
- Pepper Construction
- HR Green
- Scot Forge
- Associated Electrical Contractors, LLC.
- TC Industries
- Chicago Title Insurance Company
- MLCV Investments
- Aptar
- The Harvard State Bank
- Prairie Community Bank
- Insight Financial Partners, LLC.
- Miller Verchota, Inc.
- Pavement Solutions
- Alliance Contractors
- Crystal Lake Chrysler Jeep Dodge Ram
- Snap-on Incorporated



*Left to right: MCC's Dr. Chris Gray and Rickey Sparks with Foundation Board Member, Dr. Corey Taffoy.*



*Friends of MCC Foundation Team (left to right): Julie Arndt, Brian DiBona, Jessica Rizza, Audra Buckner.*



*Player Erik Hertel after his hole-in-one in 17.*

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

**GRANTS AWARDED**

<b>Funding Source</b>	<b>Brief Description</b>	<b>Amount Funded</b>	<b>Project Director</b>
Mexican Consulate of Chicago - IME Becas	This program provides matching funds for scholarships awarded by the Friends of MCC Foundation to Hispanic/Latinx MCC students of Mexican origin. Scholarships will be based on financial need, with preference given to students who are previous Adult Education or Upward Bound participants.	\$7,400	Brian DiBona, Executive Director of the Friends of McHenry County College Foundation

**PENDING APPLICATIONS**

<b>Funding Source</b>	<b>Brief Description</b>	<b>Amount Requested</b>	<b>Status</b>	<b>Expected Notification</b>
DCEO Rebuild Illinois Regional Economic Development Grant	This grant program will provide partial funding to help renovate MCC's athletic facilities.	\$2 million	Pending	June
Motorola Solutions Foundation	MCC developed a full proposal to fund scholarships for students studying public safety (Criminal Justice, Emergency Medical Services, Fire Science), particularly those who are currently underrepresented.	\$25,000	Pending	August
Adult Volunteer Literacy (Illinois Secretary of State)	The Adult Volunteer Literacy program provides high-quality literacy services to students throughout the county. Trained volunteer tutors assist approximately 300 students each year with English, reading, or math skills, positively impacting their quality of life and ability to find gainful employment.	\$80,000	Pending	May
Community Project Funding – Improvement	These federal funds would provide professional development for high school instructors and MCC tuition remission for high school	\$822,690	Pending	October



<b>Funding Source</b>	<b>Brief Description</b>	<b>Amount Requested</b>	<b>Status</b>	<b>Expected Notification</b>
of Postsecondary Education	students, allowing for the expansion of dual credit/dual enrollment programs through the county, helping to reduce the burden of student loans while addressing the skills gap.			
Illinois Board of Higher Education Cooperative Work Study Program	The Cooperative Work Study program helps underwrite the cost of wages for students completing internships. Funding allows a broad range of employers to participate, providing students with the opportunity for career-based work experience.	\$45,000	Pending	August
McHenry County Board – Young Adult Essential Academic Skills	This program helps young adults earn a High School Equivalency (HSE) certificate, as well as providing them with career exploration activities and work readiness instruction.	\$43,082	Pending	June
ICCB Perkins/Career and Technical Education Postsecondary Grant	The Perkins Career and Technical Education Improvement Act improves the academic performance of CTE students by funding instructors, tutoring, and equipment and supplies.	\$236,932	Pending	July
ICCB Adult Education and Literacy Grant	This grant provides operational support for MCC's Adult Education program, including classes in Adult Basic Education, Adult Secondary Education, High School Equivalency, English as a Second Language, and citizenship preparation classes.	\$645,404	Pending	July
Illinois Department of Agriculture Specialty Crop Grant Program	This grant will provide funding to help develop and expand MCC's student farm. The farm will provide a training site for Entrepreneurial Agriculture students, as well as demonstrations for workshops hosted by the Center for Agrarian Learning.	\$17,801	Pending	September
IRS Volunteer Income Tax Assistance (VITA)	The VITA grant provides funding to run a clinic to prepare tax returns for low-income or limited English proficient county residents, ensuring county taxpayers receive the refunds to which they are entitled. MCC's VITA Clinic served more than 1,100 taxpayers in 2021.	\$41,970	Pending	October

<b>Funding Source</b>	<b>Brief Description</b>	<b>Amount Requested</b>	<b>Status</b>	<b>Expected Notification</b>
Rethink Adult Ed Challenge	MCC was selected as one of 95 finalists nationwide and participated in a virtual accelerator program to strengthen its pre-apprenticeship program. MCC submitted a detailed Stage 2 application and is now eligible for an award of up to \$250,000.	\$250,000	Pending	September
Community Foundation for McHenry County Mission Grant	MCC submitted an application to fund a Kids and College Career Exploration Camp for students in grades 1-9 during the 2022 spring break, with an emphasis on enrolling low-income students.	\$25,000	Pending	August

**APPLICATIONS IN DEVELOPMENT**

<b>Funding Source</b>	<b>Brief Description</b>	<b>Estimated Request</b>	<b>Status</b>	<b>Application Due Date</b>
USDA Local Food Promotion Program	The Local Food Promotion Program (LFPP) funds projects that develop, coordinate and expand local and regional food business enterprises to increase access to and availability of locally and regionally produced agricultural products. MCC is seeking planning funds for its food hub project.	TBD	In progress	June 21, 2021
First National Bank Impact Grants	Impact Grants support adult education and workforce development/employability skills training, particularly for low-income individuals.	\$25,000	In progress	June 25, 2021
Gene Haas Foundation	The Foundation's primary goal is to build skills in the machining industry by providing scholarships for credit and noncredit CNC machine technology students.	TBD	In progress	June 30, 2021

**APPLICATIONS DENIED**

None

## Office of Marketing and Public Relations Update

McHenry County College's Office of Marketing and Public Relations (OMPR) supports the institution's planning efforts through deliberate, strategic marketing, and communication efforts to key target markets, including: students; donors; alumni; community; and employees. Taking a full-service, internal marketing agency approach to its projects, OMPR creates and applies innovative and comprehensive branding initiatives, communications, and promotions for the institution and its programs. All efforts integrate a variety of approaches for every project and campaign, while managing individual initiatives that require a mix of, or all, services. Services often include, but are not limited to:

- Brand Development
- Copywriting
- Event Management and Marketing
- Graphic Design
- Focus Group Coordination
- Illustration
- Information Campaigns
- Interactive Content
- List Acquisition
- Media Training
- Photography
- Video Production and Audiovisual Services
- Publicity
- Script Development
- Social Media and Networking
- Web Applications
- Web Design and Programming

The following information highlights a portion of the current marketing and communication efforts underway to support MCC's Strategic Plan, grow MCC's enrollment efforts, strengthen MCC's identity in the community, and share MCC's stories.

- **COVID-19 Pandemic Communications:** OMPR continues to support the College's response to the COVID-19 pandemic, providing current messaging to stakeholders through a variety of channels. Specific updates this month include:
  - Signage, communications, and video messaging
  - COVID-19 specific webpages ([www.mchenry.edu/welcomeback](http://www.mchenry.edu/welcomeback) and [www.mchenry.edu/coronavirus](http://www.mchenry.edu/coronavirus))
  - Communication regarding modes of delivery for Summer and Fall 2021 semesters
  - Social media messaging
  - Response communications and signage for campus access, safety protocols, and mask-wearing updates
  - Student email and text message communications
  - Promotion of financial assistance resources to help students in need
  - COVID-19 reporting and updates, online reporting tools
- **Publications:** OMPR is currently working on these important publications:
  - Catalyst—Workforce, Community, and Business Programs at Shah Center
  - Noncredit Schedule and Related Sell Sheets
  - 2020 Annual Report

- **Integrated Marketing Campaigns:** Efforts are underway to promote a variety of programs and events that are important to student success, as well as increase enrollment and retention efforts. These campaigns are all focused on providing critical information about time-sensitive processes and activities:
  - Apprenticeship/internship publicity and marketing support
  - Transfer partnership awareness campaign
  - Joint Agreement tool
  - Adult Education promotional support
  - Guided Pathways marketing support
  - Marketing campaign for adult learners
  - Marketing campaign for area employers
  - College and Career Readiness awareness and promotions
  - Kids and College awareness and promotions
  - Noncredit and Continuing Education program publicity
  - Noncredit mini video commercials for evergreen programming areas
  - Interactive content for specific target programs
  - Sponsored Content Campaign with NW Herald
  - Summer and Fall 2021 Radio Campaign (STAR 105.5 and WNIJ NPR)
  - Summer and Fall 2021 advising and registration promotion (fall registration campaign promoting increased student funding opportunities)
  - Purple Pride Relief Fund messaging and promotional support
  - Twofer promotions (Learning Communities)
  - Student engagement and Purple Pride support and promotion
  - Student Planner
  - Workforce Solutions promotion (with Shah Center)
  - Center for Agrarian Learning Forefront speaker series, workshops promotion
  - *Experts and Insights* Faculty Speaker Series promotion
  - Dual Enrollment branding and identity work
  - Dual Degree marketing support
  - Upward Bound marketing support
  - Updates to campus signage
  - CTE video for program promotion
  - Friends of MCC Foundation Marketing and Promotion Support
    - Golf Invitational promotional support
    - Student Success Fund appeal and *Listening for a Cause* exclusive pass promotion
    - Marketing efforts to push scholarship awareness and applications
    - MCC alumni engagement efforts
    - Education to Empowerment programming
    - Alumni event support
- **MCC Brand Identity Efforts:** The following efforts are in progress to support enrollment growth and enhance MCC's brand awareness:
  - Alumni video series
  - Production of general MCC awareness video commercials for social media
  - MCC virtual tour videos
  - Environmental awareness: Pole banner updates/replacements on circle drive, graphics in gym entryway from locker rooms
  - Community Guide and Score Board advertising
  - Outdoor media/billboard campaign

- **Outreach Efforts:** These efforts specifically focus on community outreach and collaborative partnerships:
  - New-Student Communication System for integrated messaging (text, voice, email)
  - MCC awareness campaign – programs and faculty
  - Social media campaign boosts to reach prospective students
  - Campus-wide Bulletin Board project

### **Monthly Releases and Features**

The following releases and feature stories were submitted to local and regional media outlets from May 29, 2021—June 15, 2021.

- MCC Art Students' Works on Display at Old Courthouse Art Center as part of 2021 Women's Works Exhibit
- MCC Speaker Series Explores Greek Mythology and Its Applicable Life Lessons
- MCC Welcomes Rashim Lettsome as Head Basketball Coach
- MCC Offers Students Increased Financial Assistance through Expanded Resources

*\*Note: The above list does not include all interviews/stories initiated by the press, or sponsored content stories. Press clippings about McHenry County College can be found at the following link: [www.mchenry.edu/press](http://www.mchenry.edu/press).*

## Sustainability Center Update

### **Current Initiatives**

- Trenching was completed for the solar array currently being installed by the high tunnels. When the project is finished, this small array will generate enough energy to power the stationary high tunnel. Any additional energy will help power the pole barn. This project is fully funded by the IL Green Economy Network and is on schedule to be completed by the end of June.
- MCC has partnered with Visit McHenry County to host a station for the 2021 bike on demand program. Five bicycles will be housed at the station on the sidewalk outside MCC's Gym. These bikes will be available to anyone by downloading the Koloni app and following the directions. The Sustainability Center is planning a ride with the student club in early July.
- Phi Theta Kappa (PTK) students continue to help organize the ReUse it Corner so it can reopen and be ready for students this fall. The ReUse it Corner provides gently used office supplies for students and employees.
- The McHenry County Recycling Directory (also known as the Green Guide) is now in its second printing. Over 120 calls and email with recycling questions came in to the Sustainability Center in May. The guide, available in both English and Spanish, is also available to download at [www.mchenry.edu/green](http://www.mchenry.edu/green). Paper copies can be requested email at [sustainability@mchenry.edu](mailto:sustainability@mchenry.edu).

### **Student Environmental Action Club Update**

- Winners of the Student Club Earth Month virtual scavenger hunt were: Haley Flanagan and Martin Chikos. Haley and Martin will get prizes from the Sustainability Center. Congratulations!
- The student club met once in May and discussed summer meetings, events, and membership. While currently on a break, meetings will resume in late June.

### Workforce Development Update

This month's Workforce Development Update highlights the impact created by current grant-funded programs and initiatives. The division works closely with the MCC Grants/Resource Development Office and other internal partners to pursue grant opportunities that enhance service delivery and extend programs' reach.

#### **Illinois Small Business Development Center**

The day-to-day operations of the Illinois Small Business Development Center (ISBDC) at MCC are funded by a grant from the Small Business Administration that is matched at the state level by the Illinois Department of Commerce and Economic Development. MCC then provides a local match to the \$80,000 grant. On an annual basis, the center provides:

- No-cost business consulting for a minimum of 250 pre-venture and in business clients
- Over 1,100 hours of one-on-one advising appointments
- Ten informational seminars and workshops
- Access to \$2,000,000 in debt financing
- Access to \$750,000 in non-debt financing
- Creation of 30 jobs
- Retention of 50 jobs



Pictured above, ISBDC client Rafael Castaneda, owner of the Woodstock Dairy Queen and an MCC alumnus, recently participated in a panel of local, diverse small business owners at the Leadership Greater McHenry County Challenge Day on June 3. Arriving to the U.S. at the age of three, Rafael later completed an associate's degree at MCC and was president of the student club, Latinos Unidos. After furthering his education, he and his family had the opportunity to purchase the Woodstock Dairy Queen. Although they faced some obstacles early on as many food businesses did during the COVID-19 pandemic, they endured and are looking to enhance the menu's offerings and make landscape improvements this year.

As of June 14, the Workforce Development division was pleased to welcome Mark Piekos into the full-time, grant-funded administrative role of Manager of the Illinois Small Business Development Center. As a former small business owner himself, he brings first-hand experience as well as community connections to the position. His office is located at the Shah Center in McHenry.

#### **Career Services**

##### **Illinois Cooperative Work Study (ICWS) Grant**

Awarded by the Illinois Board of Higher Education (IBHE), the Illinois Cooperative Work Study (ICWS) Grant has offset 65% of the cost of internship wages for 14 MCC students. ICWS interns typically work at



least 10-20 hours per week for a duration of 12-14 weeks and have the opportunity to transfer the skills they are learning in the classroom to real-world employment. Thanks to the wage contributions, this grant program makes internship possible for employers who would otherwise be unable to afford the full-cost of intern wages.



*Pictured: MCC student and TLC Chiropractic intern Tatiana Arriola and her employer, Dr. Jennifer Pishotta. "I would definitely encourage other students to pursue an internship," Tatiana said. "It's an incredible opportunity to learn hands-on knowledge you'll need for your career." Dr. Pishotta noted, "Tatiana received real-life practice with the skills she was simultaneously learning in the classroom. It was a great experience all around."*

### **American Association of Community Colleges Expanding Community College Apprenticeships Grant**

Since July 2019, the three-year \$140,000 American Association of Community Colleges Expanding Community College Apprenticeships grant has supported the College's ongoing efforts to grow apprenticeship opportunities. Grant activities have included wrap-around support services for current apprentices, intake and onboarding activities for apprentice candidates, employer support, and outreach activities designed to recruit additional employers and apprentices into the program.

### **Workforce Training**

#### **Project SEARCH**

With start-up funding from the Chicago Community Trust, the Project SEARCH Transition-to-Work program successfully completed its first year of operation at the Northwestern Medicine Woodstock Hospital. All eight interns graduated from the program and successfully obtained competitive employment with local employers. Continued funding for the 2021-2022 program year has been secured from the Workforce Innovation and Opportunity Act (WIOA). Launched in September 2020, the goal of the nine-month training program is to prepare young people with significant disabilities to obtain competitive employment for a productive adult life. The model involves an extensive period of skills training and career exploration, innovative adaptations, long-term job coaching, and continuous feedback from instructors, skills trainers, and mentors. Students participate in three, 10-week internships where they learn complex, systematic tasks that directly result into transferrable, employability skills.

On May 26, the eight graduates, their immediate families, and the Project SEARCH team gathered for an in-person (and also livestreamed) ceremony in MCC's Luecht Auditorium. One of the graduate's mothers shared "Since Abby was young, she's always wanted to get a job and be more independent. I think it's helped her become more independent. It's helped her socially. So, it's helped her reach her goals that she's had for herself for a really long time and that she's worked so hard for." Watch the livestream recording of the graduation ceremony at <https://www.youtube.com/watch?v=H3eQCVjI580>.

Celebrating the partnership of Northwestern Medicine, the Parent's Alliance Employment Project, McHenry County Workforce Network, and MCC, the Project SEARCH program has a full cohort ready to begin in Fall 2021. Matt Carlen, president of Northwestern Medicine Woodstock Hospital, said there are

plans to expand the program to offer additional externship opportunities at the hospital's Huntley and McHenry locations.



*Pictured:  
Seven of  
the eight  
interns  
pose after  
Project  
SEARCH's  
graduation  
ceremony.*

### **The Community Foundation for McHenry County Transformational Grant**

Thanks to the \$75,000 Transformational Grant from The Community Foundation for McHenry County, the cost of industry-specific boot camp program tuition for 24 participants and a student navigator were covered this past year. Funds to sustain and grow the number of boot camp cohorts and industries are being sought. As one of 95 finalists for the U.S. Education Department's Rethink Adult Ed Challenge, a grant competition to advance pre-apprenticeship programs, MCC submitted their second stage application on June 9. As a finalist, the MCC team had access to regular webinars and bi-weekly working sessions to refine program design. Following the judging of Stage 2 submissions, one \$250,000 grand prize winner and up to five runners-up at \$100,000 will receive grant prizes to fund their programs.

Additionally, the Workforce Development team is submitting an application at the end of June for the First National Bank of Omaha Impact Grant for additional boot camp funding. This grant focuses on the long-term success of communities by directing their investments to community partners who are working to create positive outcomes in areas that will have the greatest impacts on financial well-being.