

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

Thursday, March 23, 2023  
Regular Board Meeting



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

**MINUTES**

1. CALL TO ORDER

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

2. ROLL CALL

Chair Allen asked Secretary Morton to take a roll call.

**Trustees Present**

Tom Allen  
Suzanne Hoban  
Dale Morton  
Elizabeth Speros  
Molly Walsh  
Carlos Arevalo  
Chase Filkins (left at 7:21pm)

**Also Present**

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

**Trustees Not Present**

Michael Smith

3. PLEDGE OF ALLEGIANCE

Chair Allen led the Pledge of Allegiance

4. COLLEGE MISSION STATEMENT

Secretary Morton recited the College Mission Statement.

5. ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

6. ACCEPTANCE OF MINUTES

Motion: Move that the Board of Trustees approve the minutes from Regular Board of Trustees Meeting, February 23, 2023. Vice Chair Hoban motioned, seconded by Trustee Arevalo. Motion approved.

7. OPEN FOR RECOGNITION OF VISITORS / PUBLIC COMMENTS

No Public Comments.

8. PRESIDENT'S REPORT: DR. CLINTON GABBARD

**2023 Meet MCC Recap**

On Wednesday, March 22, representatives from every college department and program gathered to welcome prospective students and their families to MCC. During this annual Meet MCC event, the open-house format provided an opportunity for hundreds of individuals to learn more about the College, its programs, and resources – including information about financial aid, scholarships, student organizations, athletics, and access and support. Here are additional details:

- 50 completed applications during the event
- 40 additional students took a card with the waiver code to complete the application within the next two weeks
- *(NOTE: For the month of March, heavy promotion of Meet MCC began, resulting in an additional 412 completed applications)*
- 14 started (incomplete) applications
- 26 resource departments had booths
- 43 academic departments had booths
- Approximately 85 prospective students participated in guided tours of campus

### **Updated Policy Review Process**

The President's Cabinet is taking a proactive approach to maintenance of the Board Policy Manual. The Cabinet is currently conducting a thorough review of all existing policies, which includes indicating what policies require an update. At the April Board Meeting, an updated list of policies with a review schedule will be provided to the Board of Trustees.

After some discussion among Trustees it was decided that they would review the Board policy section and let the Board liaison know on any possible changes.

### **ICCB Spring 2023 Enrollment Report**

The Illinois Community College Board (ICCB) released its Spring 2023 opening enrollment report this week, sharing that the system's overall headcount enrollments and full-time equivalent enrollments saw substantial growth over the previous year.

The full report is located at <http://www2.iccb.org/iccb/wp-content/pdfs/reports/Spring%202023%20Overview%20FINAL.pdf>. Statewide highlights as noted in the ICCB report include:

- Spring 2023 headcount enrollments statewide increased by 7.2% over previous year.
- Spring 2023 full-time equivalent (FTE) enrollments statewide increased by 6.8% over previous year.
- Five of six instructional areas exhibited increases in headcount enrollment from the previous year.

Instructional areas primarily dependent on in-person instruction had two of the largest increases: Career and Technical Education (+9.6%) and Vocational Skill Training (+10.1%).

- Transfer programs, which is the largest instructional area in the Illinois Community College System, increased 6.4% from the previous year, while General Studies Certificate programs increased by 9.1% during the same timeframe.

- Adult Education, which encompasses a substantial at-risk population, increased headcount by 29% from Spring 2022 to Spring 2023.

- For Dual Credit, which allows academically prepared high school students to simultaneously earn credits that count toward a high school diploma and a college degree, headcount enrollments increased 10.4% in Spring 2023 compared to Spring 2022 and increased 23.9% from two years ago.

As MCC's enrollment consistently increased year-over-year in both headcount and credit hours during the COVID-19 pandemic, the jump in enrollment numbers between Spring 2022 and Spring 2023 was not as significant as some other institutions that had suffered previous declines. However, MCC still experienced a steady increase in both enrollment areas over the last year, with an increase in headcount of 4.5% from Spring 2022 to Spring 2023, and an increase in FTE of 12.9% from Spring 2022 to Spring 2023.

### **Upcoming Events**

Dr. Gabbard gave an overview of upcoming events of the College.

9. PRESENTATION- Title III: Pathways to Persistence Grant

Ms. Christina Swanson, Director of Pathways to Success gave a presentation on Title III: Pathways to Persistence Grant.

10. BOARD POLICY MANUAL

A. 1.9 Reimbursement for Expenses, First Reading

The Board of Trustees did a first reading of the policy and had minor changes. This will be updated with recommended changes and will be brought to the April COTW meeting for a second reading.

11. APPROVAL OF CONSENT AGENDA

**Motion:** Move that the Board of Trustees approve the consent agenda as presented. Trustee Walsh motioned; Trustee Arevalo seconded. Motion approved.

**For Approval**

A. Executive Summary and Financial Statements

1. Executive Summary, Board Report #23-37
2. Treasurer's Report, Board Report #23-38
3. Ratification for Accounts Payable Check Register, Board Report #23-39

B. Request to Approve/Implement/Lease/Purchase/Renew/Replace/Upgrade

1. Extend Lease-Three 15-Passenger Buses, Board Report #23-40
2. Purchase of Furniture, Board Report #23-41
3. TalkSpace Contract Approval, Board Report #23-42
4. Student Success Software, Board Report #23-43
5. Dell Lease Buyout, Board Report #23-44
6. Load Balancers Support Agreement, Board Report #23-45
7. Board Expenses Approval, Board Report #23-46
8. TestOut Software Revised, Board Report #22-114

C. Personnel

1. Administrative Appointments for FY 2024, Board Report #23-47

12. ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

No items were removed from consent agenda.

13. APPROVAL OF RESOLUTION TO PURCHASE PROPERTY

Motion: Move that the Board of Trustees approves the resolution to purchase property subject to final review by the college attorney. Vice Chair Hoban motioned; Trustee Arevalo seconded. Motion approved.

14. CONTINUATION OF EMPLOYMENT OF PROBATIONARY NON-TENURED FACULTY, Board Report #23-48

Motion: Move that the Board of Trustees approve a continuation of employment of probationary Non-Tenured MCC Faculty members through the academic year 2023-2024. Trustee Walsh motioned; Trustee Arevalo seconded. Motion approved.

15. SPRING 2023 DUAL CREDIT MEMORANDUM OF UNDERSTANDING (MOU), Board Report #23-49

Motion: Move that the Board of Trustees approve and execute the Memorandum of Understanding between the Board of Trustees of McHenry County College and the McHenry County College Full-Time Faculty Association. Vice Chair Hoban motioned; Trustee Walsh seconded. Motion approved.

16. REQUEST TO GRANT HONORARY LEGACY STATUS TO LINDA VAUGHN, Board Report #23-50

Motion: Move that the Board of Trustees approve that Linda Vaughn be granted the honorary designation of Legacy status and receive benefits awarded such personnel. Trustee Walsh moved; Vice Chair Hoban seconded. Motion approved.

17. FOR INFORMATION REPORT

Chair Allen commented that a lot of good information reports were included in the Board packet and went over all the reports titles.

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

Trustee Arevalo thanked the Board for moving forward with the resolution to purchase property. He also thanked Ms. Swanson for her presentation on Pathways, he has used the process in the past with his son and it gave him some clarity.

Trustee Morton commented on the enrollment report, and he was impressed with the number of High School students that have taken dual credit.

Trustee Speros went to Experts and Insights and really appreciated the opportunity. She had a chance to speak with students and it was great. She also attended Meet MCC and loved it.

Trustee Walsh commented on the Pathways presentation, she was pleased with how far along it has come. She also wanted to reinforce what Vice Chair Hoban mentioned during the meeting on mental health. This is a huge problem in our country right now and we're a place where we can facilitate this. If there is anything else we could do for our students, we should.

Chair Allen attended Meet MCC and had an amazing time. Meeting all the students was great and he thanked all employees for doing a great job at the event. He had a chance to speak with the Veteran Student Advisor and they informed him of a conference they attended, and it was great.

#### 19. ADJOURNMENT

Hearing no further business, Trustee Arevalo motioned to adjourn, seconded by Trustee Walsh. All voiced aye and the meeting adjourned at 7:37 p.m.

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Denisa J. Shallo, Recording Secretary

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Dale Morton, Board Secretary