

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

Thursday, September 22, 2022
Regular Board Meeting
Immediately Following the Budget Hearing



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

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. COLLEGE MISSION STATEMENT
4. ACCEPTANCE OF AGENDA
5. ACCEPTANCE OF MINUTES: Regular Board of Trustees Meeting August 25, 2022
6. OPEN FOR RECOGNITION OF VISITORS
Three (3) minutes per person or less.
7. PRESIDENT'S REPORT: Dr. Clinton Gabbard
8. 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: Mr. Chase Filkins](#)
 - E. Attorney Report
9. APPROVAL OF CONSENT AGENDA
For Approval
 - A. Executive Summary and Financial Statements
 1. [Executive Summary, Board Report #22-110](#)
 2. [Treasurer's Report, Board Report #22-111](#)
 3. [Ratification for Accounts Payable Check Register August, Board Report #22-112](#)
 - B. Request to Approve/Implement/Lease/Purchase/Renew/Replace/Upgrade
 1. [Flushometer Valve Retrofit Kits, Board Report #22-113](#)
 2. [TestOut Software, Board Report #22-114](#)
 - C. Personnel
 1. [Appointment of Replacement-Director of College and Career Readiness & Assistant Vice President of Facilities Management, Board Report #22-115](#)
10. ACTION ON ITEMS REMOVED FROM CONSENT AGENDA
11. [DUAL CREDIT FEES, Board Report #22-116](#)
12. FOR INFORMATION
 - A. [New Employees](#)
 - B. [Employee Resignations and Retirement Notifications](#)
 - C. [Friends of McHenry County College Foundation Update](#)
 - D. [Grants Office Update](#)
 - E. [Office of Marketing and Public Relations Update](#)
 - F. [Sustainability Center Update](#)
 - G. [Workforce Development Update](#)

13. FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS

14. CLOSED SESSION

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

15. ACCEPTANCE OF CLOSED SESSION MINUTES: Regular Board Meeting of February 24, 2022.

16. ADJOURNMENT

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

Thomas E. Allen
Chair

Student Trustee Report

The fall semester has begun to gain momentum, and the student body is starting to settle into the schedule, the pace, and the energy necessary to succeed here at MCC. The abundance of smiling faculty who are ready to assist at a moment's notice has created a comforting feeling in a setting that is unfamiliar to many, especially those taking their first college courses.

As the rush of the "first month jitters" comes to an end, the student body has had a resurgence of participation that can be seen and felt all over. The CO/LABs around campus are providing a setting in which students are connecting with one another socially and academically in an exciting way.

As the pandemic drifts farther in the rearview mirror, the student body has begun to channel the restlessness felt during the lockdown into the ambition to learn and be a part of the MCC community.

Executive Summary

Information

Attached is the Executive Summary of financial information with year-to-date results for FY 2023 through the month of August.

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 2023 is currently 16.7% complete with the year-to-date results ending August 31, 2022 being reported. In the Operating Funds, total revenue is 13.6% of budget, as compared with 14.0% at the same time last year. Total expenditures are 8.9% of budget, as compared with 10.0% 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 17.1% of budget and up \$91,803 (1.9%) from last year at this time. FY 2023 revenue is \$4,847,209 vs. FY 2022 revenue of \$4,755,406. For FY 2023, this revenue is derived from 50% of the 2021 tax levy (as approved by the Board in November 2021) and 50% of the 2022 tax levy (to be approved by the Board in November 2022).
- State government is 16.4% of budget and up \$99,502 (14.8%) from last year at this time. FY 2023 revenue is \$770,244 vs. FY 2022 revenue of \$670,743.
- Federal government is 0.0% of budget and even \$0 (0.0%) from last year at this time. FY 2023 revenue is \$0 vs. FY 2022 revenue of \$0.
- Student tuition and fees is 27.1% of budget and down \$236,661 (-6.1%) from last year at this time. FY 2023 revenue is \$3,623,845 vs. FY 2022 revenue of \$3,860,506. 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 23.7% of budget and up \$28,665 (282.9%) from last year at this time. FY 2023 revenue is \$38,799 vs. FY 2022 revenue of \$10,134. Activity in this area is comprised primarily from the Kids and College, Fitness Center, Horticulture Sales, and Sweet Scots.
- Facilities is 6.3% of budget and even \$0 (0.0%) from last year at this time. FY 2023 revenue is \$1,200 vs. FY 2022 revenue of \$1,200. 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 -5.4% of budget and down \$34,929 (-160.9%) from last year at this time. FY 2023 revenue is \$-13,215 vs. FY 2022 revenue of \$21,714.
- Nongovernmental gifts, scholarships, grants & bequests is 4.5% of budget and up \$500 (100.0%) from last year at this time. FY 2023 revenue is \$500 vs. FY 2022 revenue of \$0. Activity is due to contributions from the Foundation for faculty requested needs (travel, software, etc.).
- Other is 3.5% of budget and down \$36,026 (-3.4%) from last year at this time. FY 2023 revenue is \$1,013,197 vs. FY 2022 revenue of \$1,049,223. The main items in this category consists largely of Employee Health Insurance Contributions, which account for \$1,003,578, Retiree Health contributions, which account for \$229, Other Misc. Income, which account for \$2,196 with the remaining balance being made up of smaller accounts such as NSF charges, assorted fines, fees, and miscellaneous income all of which total \$7,194. 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 FY 2022 that "On-Behalf Payment" was \$14,228,829.

Expenditures

- Salaries expenditures are 13.6% of budget and up \$20,716 (0.5%) from last year at this time. FY 2023 expenditures are \$3,834,341 vs. FY 2022 expenditures of \$3,813,625.
- Employee benefit expenditures are 4.4% of budget and down \$99,453 (-6.6%) from last year at this time. FY 2023 expenditures are \$1,418,173 vs. FY 2022 expenditures of \$1,517,626. ***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 \$14-21 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 11.2% of budget and down \$78,309 (-12.7%) from last year at this time. FY 2023 expenditures are \$540,088 vs. FY 2022 expenditures of \$618,397. The account includes contractual services for custodial services, legal services, construction management, roads and grounds, and architectural type services.
- Materials and supplies expenditures are 11.7% of budget and down \$227,716 (-37.3%) from last year at this time. FY 2023 expenditures are \$383,405 vs. FY 2022 expenditures of \$611,121.
- Travel and meeting expenditures are 4.9% of budget and down \$15,466 (-48.9%) from last year at this time. FY 2023 expenditures are \$16,176 vs. FY 2022 expenditures of \$31,642.
- Fixed charges expenditures are 18.9% of budget and down \$192,419 (-39.1%) from last year at this time. FY 2023 expenditures are \$300,318 vs. FY 2022 expenditures of \$492,738. Included in this category are bond principal, interest payments, lease payments, and general insurance.
- Utilities expenditures are 2.0% of budget and down \$94,109 (-79.3%) from last year at this time. FY 2023 expenditures are \$24,519 vs. FY 2022 expenditures of \$118,628.
- Capital Outlay expenditures are -3.4% of budget and down \$127,431 (-177.1%) from last year at this time. FY 2023 expenditures are (\$55,483) vs. FY 2022 expenditures of \$71,948. ***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 17.3% of budget and down \$33,180 (-17.3%) from last year at this time. FY 2023 expenditures are \$158,166 vs. FY 2022 expenditures of \$191,346. 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. FY 2023 expenditures are \$0 vs. FY 2022 expenditures of \$0.



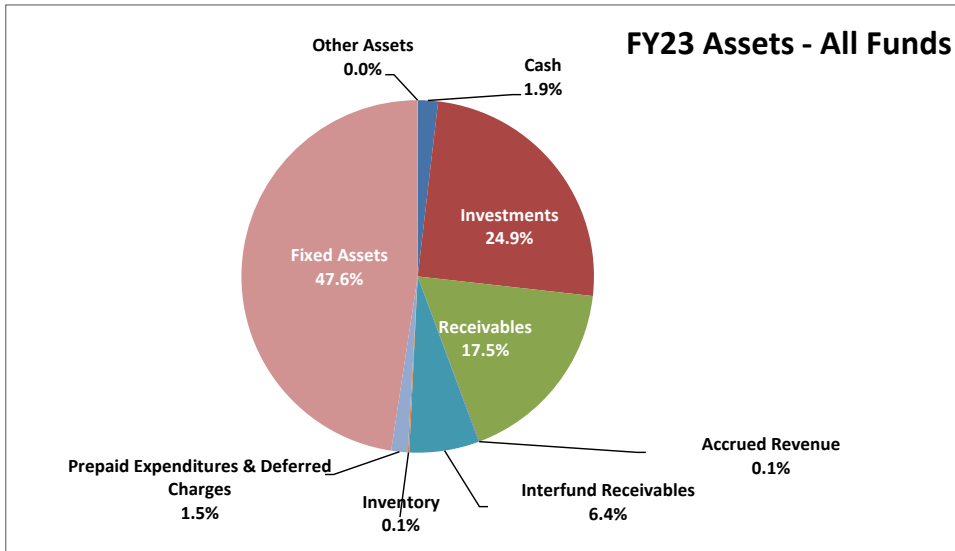
Clinton E. Gabbard
President

All Funds Statement of Net Position (Balance Sheet)
August 31, 2022

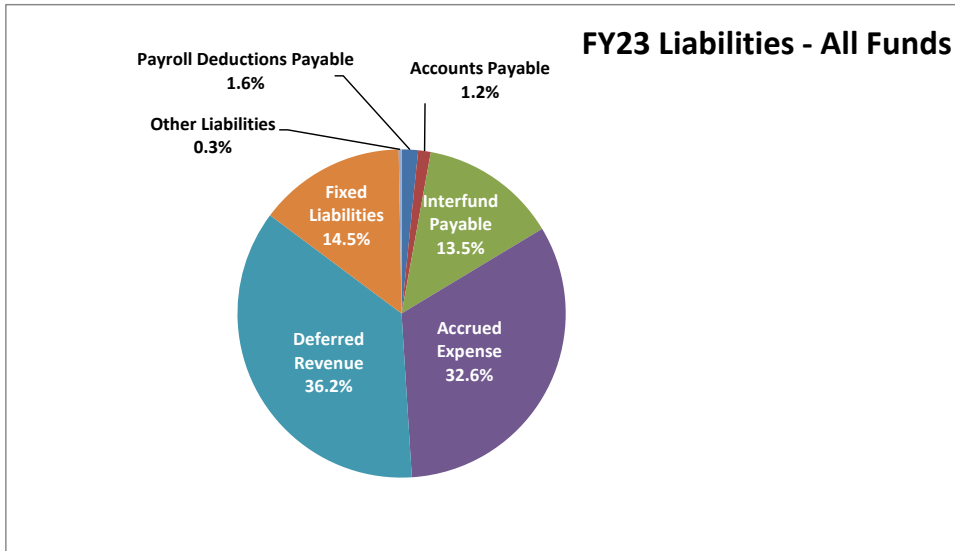
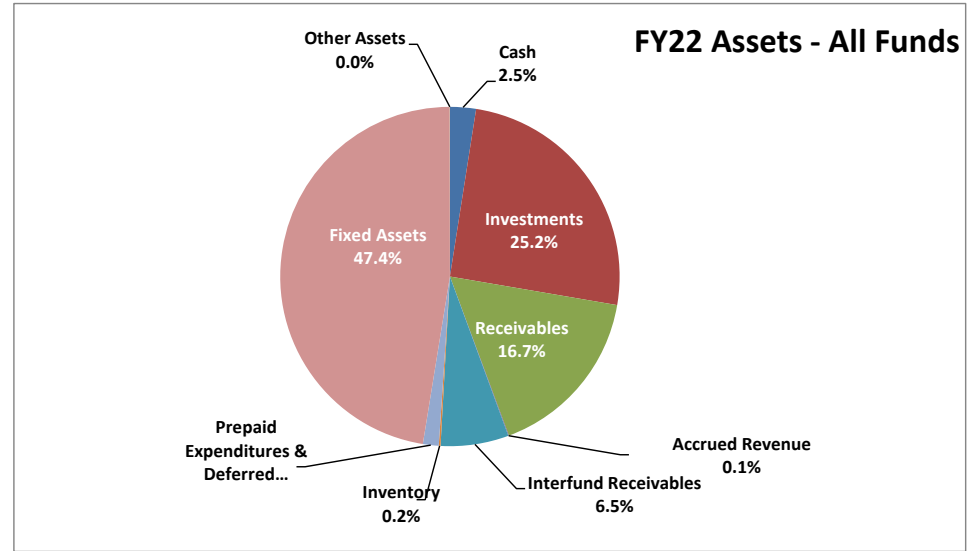
Funds Statement of Net Position (Balance Sheet)														
August 31, 2022														
	01	02	03	04	05	06	07	08	09	10	11	12	17	
	All Funds	Education Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxilliary Enterprises Fund	Restricted Purposes 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	2,806,379	-	611,515	-	607,628.26	-	(0)	95,646	-	363,074	403,874	74,642	-	650,000
Investments	37,692,255	16,196,555	1,014,081	15,506,931	-	-	-	2,909,524	-	-	-	-	2,065,164	-
Receivables	26,513,130	23,874,740	1,749,133	-	-	23,729	520,212	-	-	-	-	33,306	312,011	-
Accrued Revenue	88,093	22,860	1,899	56,177	-	-	-	3,899	-	-	-	-	3,257	-
Interfund Receivables	9,682,217	5,471,900	4,658,459	(829,684)	4,054	800,917	(137,028)	-	(0)	0	11,527	2,236	(300,164)	-
Inventory	200,740	-	-	-	-	200,740	-	-	-	-	-	-	-	-
Prepaid Expenditures & Deferred Charges	2,284,680	1,409,048	32,139	-	-	46,075	58,979	-	-	72,084	-	-	238,610	427,744
Fixed Assets	71,966,515	-	-	-	-	-	-	-	71,966,515	-	-	-	-	-
Other Assets	20,298	-	-	-	-	-	-	-	-	20,298	-	-	-	-
Total Assets	151,254,306	46,975,103	8,067,227	14,733,423	611,682	1,071,461	442,163	3,009,070	71,966,515	455,456	415,400	110,185	2,318,877	1,077,744
Liabilities														
Payroll Deductions Payable	1,114,612	964,972	22,274	-	-	125,414	1,952	-	-	-	-	-	-	-
Accounts Payable	854,343	823,525	-	-	-	22,875	7,944	-	-	-	-	-	-	-
Interfund Payable	9,309,381	-	-	6,791,481	-	407,086	293,497	-	363,074	-	-	-	1,454,243	-
Accrued Expense	22,482,216	531,981	-	-	-	-	-	-	-	457	-	-	-	21,949,778
Deferred Revenue	24,946,380	16,521,704	1,512,724	-	-	5,985	-	-	-	-	-	25,000	234,155	6,646,812
Fixed Liabilities	9,996,818	-	-	-	-	-	-	-	-	9,996,818	-	-	-	-
Other Liabilities	192,746	35,097	-	-	-	157,649	-	-	-	-	-	-	-	-
Total Liabilities	68,896,497	18,877,279	1,534,998	6,791,481	-	719,008	303,393	-	363,074	9,997,276	-	25,000	1,688,398	28,596,590
Designated Fund Balance	82,357,809	28,097,824	6,532,229	7,941,942	611,682	352,453	138,770	3,009,070	71,603,441	(9,541,820)	415,400	85,185	630,479	(27,518,846)
Assigned Fund Balance														
33% Unassigned for annual budgeted expenditures	19,172,563	17,436,327	1,736,236											
Other Designated Reserves	0													
Capital Improvement/Investment in Capital Assets	79,545,383			7,941,942	0				71,603,441					
Liabilities, Protection, and Settlement	-36,885,185									-9,996,818			630,479	-27,518,846
Working Cash/Other Restricted	2,389,355						138,770	1,750,000			415,400	85,185		
Remaining Unassigned Balance	18,135,694	10,661,497	4,795,993	0	611,682	352,453	0	1,259,070	0	454,999	0	0	0	0

All Funds Statement of Net Position (Balance Sheet)
August 31, 2022

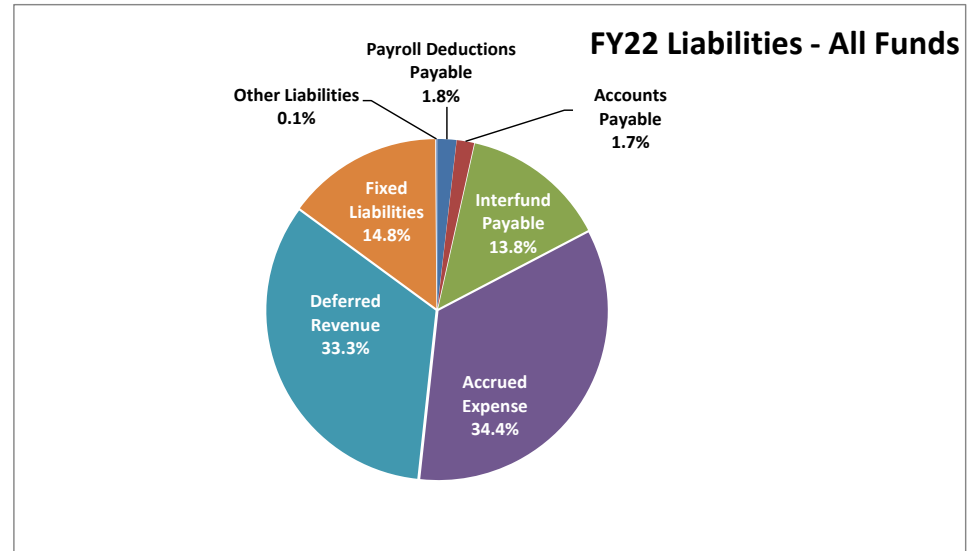
Total Assets = \$ 151,254,306



Total Assets = \$ 148,335,780



Total Liabilities = \$ 68,896,497



Total Liabilities = \$ 69,439,719

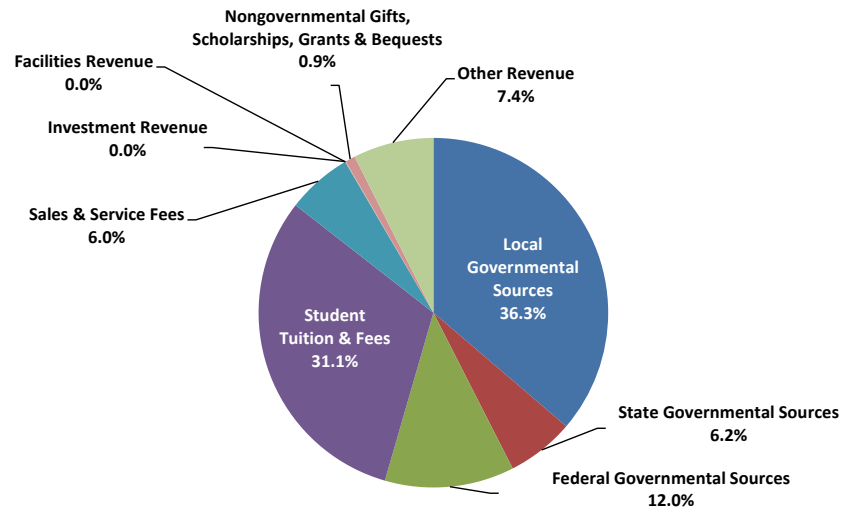
All Funds Statement of Activities (Income Statement)
August 31, 2022

Funds Statement of Activities (Income Statement)														
August 31, 2022														
	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	Auxilliary 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
Revenue														
Local Governmental Sources	4,976,797	4,376,696	470,513	-	-	-	-	-	-	-	-	12,500	117,089	-
State Governmental Sources	857,510	624,716	145,529	-	-	-	87,265	-	-	-	-	-	-	-
Federal Governmental Sources	1,644,241	-	-	-	-	-	1,644,241	-	-	-	-	-	-	-
Student Tuition & Fees	4,263,623	3,303,458	320,387	44,553	415,839	179,386	-	-	-	-	-	-	-	-
Sales & Service Fees	826,991	38,799	-	-	-	788,192	-	-	-	-	-	-	-	-
Facilities Revenue	4,360	1,200	-	-	-	3,160	-	-	-	-	-	-	-	-
Investment Revenue	(6,070)	(12,415)	(800)	10,167	-	-	-	(1,647)	-	-	-	-	(1,376)	-
Nongovernmental Gifts, Scholarships, Grants & Bequests	125,702	500	-	-	-	2,006	82,938	-	-	-	40,258	-	-	-
Other Revenue	1,021,505	1,013,197	-	-	-	-	-	-	-	-	8,308	-	-	-
Total Revenue	13,714,660	9,346,150	935,629	54,720	415,839	972,744	1,814,445	(1,647)	-	-	48,567	12,500	115,713	-
Expenditures														
Salaries	4,250,118	3,763,549	70,792	-	-	278,826	136,951	-	-	-	-	-	-	-
Employee Benefits	1,611,603	1,399,813	18,360	-	-	53,912	36,339	-	-	-	-	-	103,178	-
Contractual Services	729,659	430,948	109,140	27,653	-	75,935	85,983	-	-	-	-	-	-	-
General Materials & Supplies	802,271	346,858	36,548	-	-	374,890	43,976	-	-	-	-	-	-	-
Travel & Conference/Meeting	39,408	14,474	1,703	-	-	3,984	19,248	-	-	-	-	-	-	-
Fixed Charges	97,159	293,979	6,339	-	138,900	195	416	-	-	(360,054)	-	-	17,384	-
Utilities	24,519	21,556	2,963	-	-	-	-	-	-	-	-	-	-	-
Capital Outlay	(55,483)	7,523	(63,006)	-	-	-	3,763	-	(3,763)	-	-	-	-	-
Other Expenditures	1,532,869	158,166	-	-	-	10	1,337,654	-	-	-	37,040	-	-	-
Contingency	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	9,032,123	6,436,866	182,839	27,653	138,900	787,752	1,664,329	-	(3,763)	(360,054)	37,040	-	120,562	-
Excess/(deficit) of revenues over expenditures	4,682,537	2,909,285	752,790	27,067	276,939	184,993	150,115	(1,647)	3,763	360,054	11,527	12,500	(4,849)	-
Operating transfers in	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Operating transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Beginning Fund Balance	77,675,270.23	25,188,538	5,779,437	7,914,875	334,743	167,460	(11,346)	3,010,717	71,599,678	(9,901,874)	403,874	72,685	635,329	(27,518,846)
Ending Fund Balance	82,357,807	28,097,822	6,532,228	7,941,942	611,682	352,453	138,770	3,009,071	71,603,441	(9,541,820)	415,400	85,185	630,480	(27,518,846)

All Funds Statement of Activities (Income Statement)
August 31, 2022

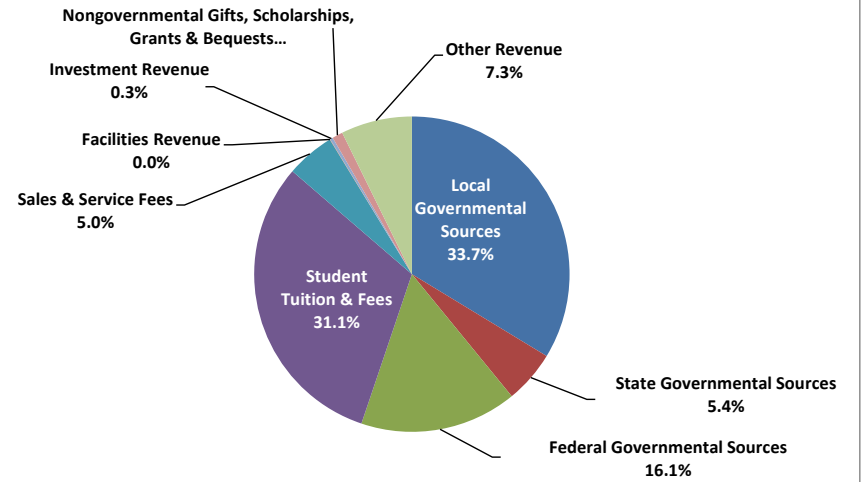
Total Revenue = \$ 13,714,660

FY23 Revenue - All Funds

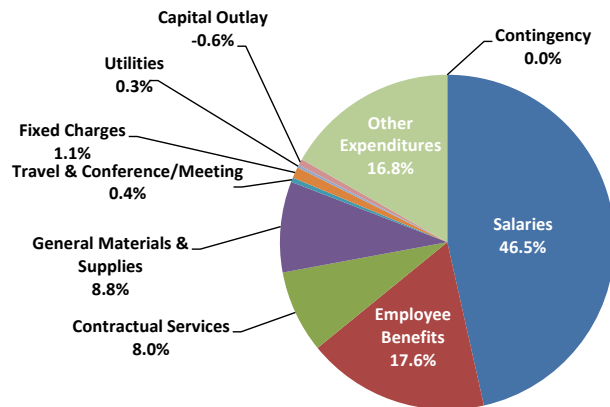


Total Revenue = \$ 14,499,872

FY22 Revenue - All Funds

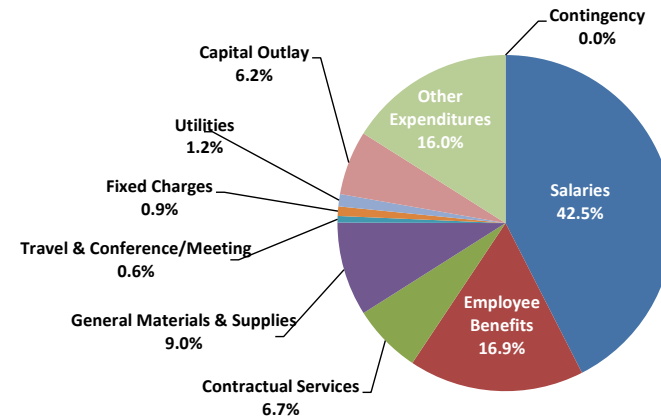


FY23 Expenditures - All Funds



Total Expense = \$ 9,032,123

FY22 Expenditures - All Funds



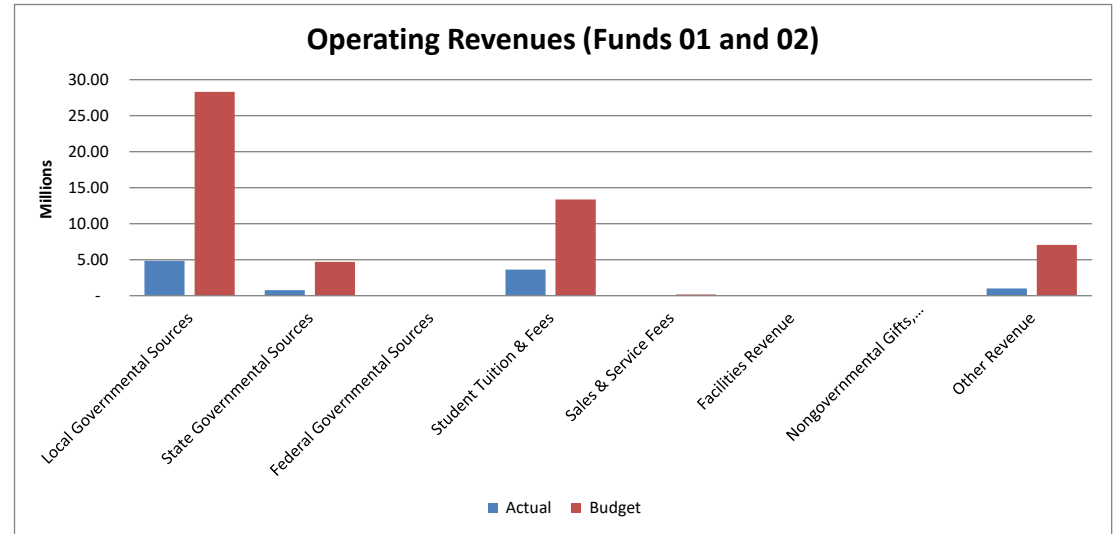
Total Expense = \$ 10,062,122

Operating (Funds 01 & 02) Statement of Activities (Net of SURS/Investments)
August 31, 2022

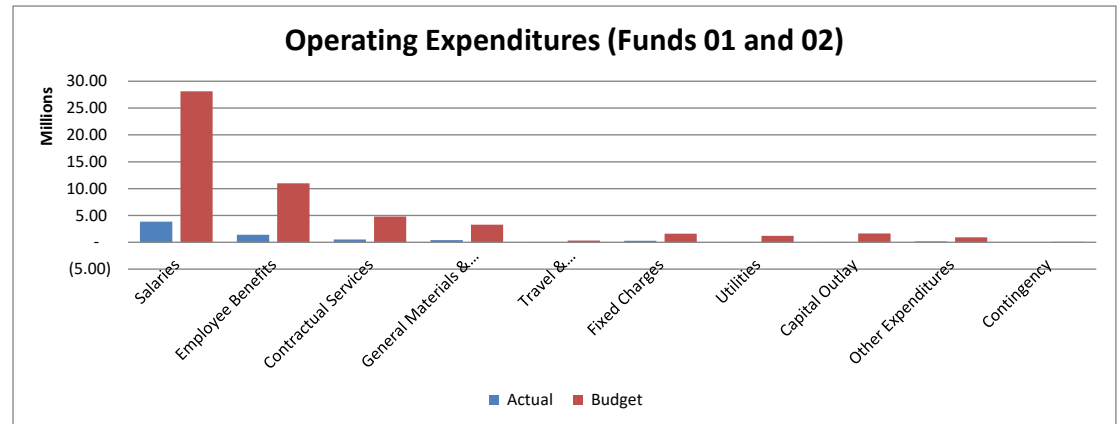
	FY23			FY22		FY22			FY23 Act.	
	YTD Actual	YTD Budget	Full Budget	YTD Actual to:		YTD Actual	Budget	% Chng	Change Over FY22 Act.	% Chng
Revenue										
Local Governmental Sources	\$ 4,847,209	\$ 4,729,702	\$ 28,320,058	102.5%	17.1%	\$ 4,755,406	\$ 28,225,058	16.8%	\$ 91,803	1.9%
State Governmental Sources	770,244	784,849	4,699,442	98.1%	16.4%	670,743	4,056,435	16.5%	\$ 99,502	14.8%
Federal Governmental Sources	-	-	-	0.0%	0.0%	-	-	0.0%	\$ -	0.0%
Student Tuition & Fees	3,623,845	2,432,335	13,350,427	149.0%	27.1%	3,860,506	13,350,427	28.9%	\$ (236,661)	-6.1%
Sales & Service Fees	38,799	27,389	164,000	141.7%	23.7%	10,134	52,750	19.2%	\$ 28,665	282.9%
Facilities Revenue	1,200	3,167	18,966	37.9%	6.3%	1,200	18,966	6.3%	\$ -	0.0%
Nongovernmental Gifts	500	1,837	11,000	27.2%	4.5%	-	11,000	0.0%	\$ 500	0.0%
Other Revenue	1,013,197	1,177,384	7,049,827	86.1%	14.4%	1,049,223	10,743,466	9.8%	\$ (36,026)	-3.4%
Total Revenue	\$ 10,294,994	\$ 9,156,663	\$ 53,613,720	112.4%	19.2%	\$ 10,347,212	\$ 56,458,102	18.3%	\$ (52,217)	-0.5%
Expenditures										
Salaries	\$ 3,834,341	\$ 4,695,461	\$ 28,115,035	81.7%	13.6%	\$ 3,813,625	\$ 28,197,974	13.5%	\$ 20,716	0.5%
Employee Benefits	1,418,173	1,835,843	10,992,486	77.2%	12.9%	1,517,626	15,185,346	10.0%	\$ (99,453)	-6.6%
Contractual Services	540,088	802,438	4,804,764	67.3%	11.2%	618,397	4,142,528	14.9%	\$ (78,309)	-12.7%
General Materials & Supplies	383,405	547,037	3,275,495	70.1%	11.7%	611,121	3,172,544	19.3%	\$ (227,716)	-37.3%
Travel & Conference/Meeting	16,176	55,619	333,032	29.1%	4.9%	31,642	274,901	11.5%	\$ (15,466)	-48.9%
Fixed Charges	300,318	265,769	1,591,347	113.0%	18.9%	492,738	1,616,557	30.5%	\$ (192,419)	-39.1%
Utilities	24,519	203,864	1,220,675	12.0%	2.0%	118,628	1,212,502	9.8%	\$ (94,109)	-79.3%
Capital Outlay	(55,483)	275,020	1,646,739	-20.2%	-3.4%	71,948	2,770,250	2.6%	\$ (127,431)	-177.1%
Other Expenditures	158,166	153,064	916,500	103.3%	17.3%	191,346	907,807	21.1%	\$ (33,180)	-17.3%
Contingency	-	16,701	100,000	0.0%	0.0%	-	150,000	0.0%	\$ -	0.0%
Total Expenditures	\$ 6,619,705	\$ 8,850,816	\$ 52,996,073	74.8%	12.5%	\$ 7,467,071	\$ 57,630,409	13.0%	\$ (847,366)	-11.3%
Surplus/(deficit)	\$ 3,675,290	\$ 305,847	\$ 617,647			\$ 2,880,141	\$ (662,123)		\$ 795,149	27.6%
Net Transfers Out/(In)	\$ -		\$ 1,150,000			\$ -	\$ 1,000,000		\$ -	0.0%
Net Operating Funds Surplus/(Deficit)	\$ 3,675,290	\$ 305,847	\$ (532,353)			\$ 2,880,141	\$ (1,662,123)		\$ 795,149	27.6%
<i>Beginning Fund Balance</i>	<i>30,967,975</i>	<i>30,967,975</i>	<i>30,967,975</i>			<i>32,311,033</i>				
<i>Net Operating Funds Surplus/(Deficit)</i>	<i>3,675,290</i>	<i>305,847</i>	<i>(532,353)</i>			<i>2,880,141</i>				
<i>Add: Contingency (assumption is it is not used)</i>			<i>100,000</i>							
Calculated YTD Ending Fund Balance (b)	\$ 34,643,265	\$ 31,273,822	\$ 30,535,622			\$ 35,191,174				

Operating Funds - Statement of Activities
August 31, 2022

	Actual	Budget
Revenue		
Local Governmental Sources	4,847,208.90	28,320,058.00
State Governmental Sources	770,244.43	4,699,442.00
Federal Governmental Sources	-	-
Student Tuition & Fees	3,623,845.39	13,350,427.00
Sales & Service Fees	38,798.90	164,000.00
Facilities Revenue	1,200.00	18,966.00
Nongovernmental Gifts, Scholarships, Grants & Bequests	500.00	11,000.00
Other Revenue	1,013,196.80	7,049,827.00
Total Revenue	10,294,994.42	53,613,720.00



Expenditures		
Salaries	3,834,341.46	28,115,035.00
Employee Benefits	1,418,173.30	10,992,486.00
Contractual Services	540,088.27	4,804,764.00
General Materials & Supplies	383,405.16	3,275,495.00
Travel & Conference/Meeting	16,176.17	333,032.00
Fixed Charges	300,318.37	1,591,347.00
Utilities	24,519.31	1,220,675.00
Capital Outlay	(55,483.27)	1,646,739.00
Other Expenditures	158,165.77	916,500.00
Contingency	-	100,000.00
Total Expenditures	6,619,704.54	52,996,073.00
Excess/(deficit) of revenues over expenditures	3,675,289.88	617,647.00



*#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 August including details regarding the College's investments.

Recommendation

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



Clinton E. Gabbard
President

**McHenry County College
Treasurer's Report
For the Month of August 2022**

Bank Name Account	Beginning Balance	Deposits (+) Other Additions	Disbursements (-) Other Subtractions	Ending Balance
Crystal Lake Bank & Trust Credit Cards	\$337,151.24	\$1,148,969.99	\$1,282,119.95	\$204,001.28
Crystal Lake Bank & Trust Direct Pay	\$92,140.69	\$1,217,764.18	\$1,224,240.25	\$85,664.62
Crystal Lake Bank & Trust Employee Benefits	\$0	\$29,388.84	\$29,388.84	\$0
Crystal Lake Bank & Trust Federal Student Loan	\$10,000.00	\$1,669,448.80	\$1,669,448.80	\$10,000.00
Crystal Lake Bank & Trust Funds Holding	\$950,712.20	\$5,870,754.78	\$4,152,165.60	\$2,669,301.38
Crystal Lake Bank & Trust Operations	\$181,006.52	\$1,356,226.39	\$1,375,155.07	\$162,077.84
Crystal Lake Bank & Trust Payroll	\$41,797.50	\$2,002,232.58	\$2,001,485.28	\$42,544.80

McHenry County College
August 31, 2022

Investments

College Fund	Financial Institution	08/31/22 Investments	07/31/22 Investments	08/31/22 % of Total Investments	Interest	No. of Days	Maturity
Education	Illinois Funds	\$2,084	\$1,258,521	0%	see below	N/A	On Demand
Education	PFM Investments	16,217,331	16,291,182	43%	see below	N/A	Various
Operations & Maintenance	PFM Investments	1,015,980	1,020,197	3%	see below	N/A	Various
Operations & Maintenance (Restricted)	PFM Investments	6,801,812	6,851,919	18%	see below	N/A	Various
Operations & Maintenance (Restricted CDB Project-810-066-019)	PFM Investments	8,204,100	8,195,867	22%	see below	N/A	Various
Operations & Maintenance (Restricted CDB Project-810-066-018)	Home State Bank	198,544	198,544	1%	0.15%	N/A	On Demand
Operations & Maintenance (Restricted CDB Project-810-066-020)	PFM Investments	358,652	358,656	1%	see below	N/A	Various
Working Cash	PFM Investments	2,913,424	2,922,080	8%	see below	N/A	Various
Liability, Protection and Settlement	PFM Investments	2,068,421	2,075,650	5%	see below	N/A	Various
	Total	\$37,780,348	\$39,172,616	100%			

Investment Revenue

Investment Revenue

College Fund	Aug-22	Fiscal YTD
Education	(\$72,074)	(\$10,997)
Operations & Maintenance	(4,136)	(721)
Operations & Maintenance (Restricted)	(49,150)	(8,573)
Operations & Maintenance (Restricted CDB Projects)	8,229	19,691
Working Cash	(8,491)	(1,481)
Liability, Protection and Settlement	(7,092)	(1,237)
Total	(\$132,714)	(\$3,318)

Illinois Fund Rates - August 31, 2022

Annualized rate - Money Market

Low	2.057%
High	2.306%
Average	2.180%

PFM Investment Rates - August 31, 2022

Range of CD Rates

	Short Term*	Long Term*	CDB Trust 019*	CDB Trust 020*
Low	-	-	-	-
High	-	-	-	-

Yield to Maturity of Notes

	Short Term	Long Term	CDB Trust 019	CDB Trust 020
At Cost	2.440%	1.500%	1.450%	2.260%
At Market	2.780%	3.550%	3.050%	3.340%

*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 \$1,447,296.81. Please note that the expenses are not segregated into the respective funds.

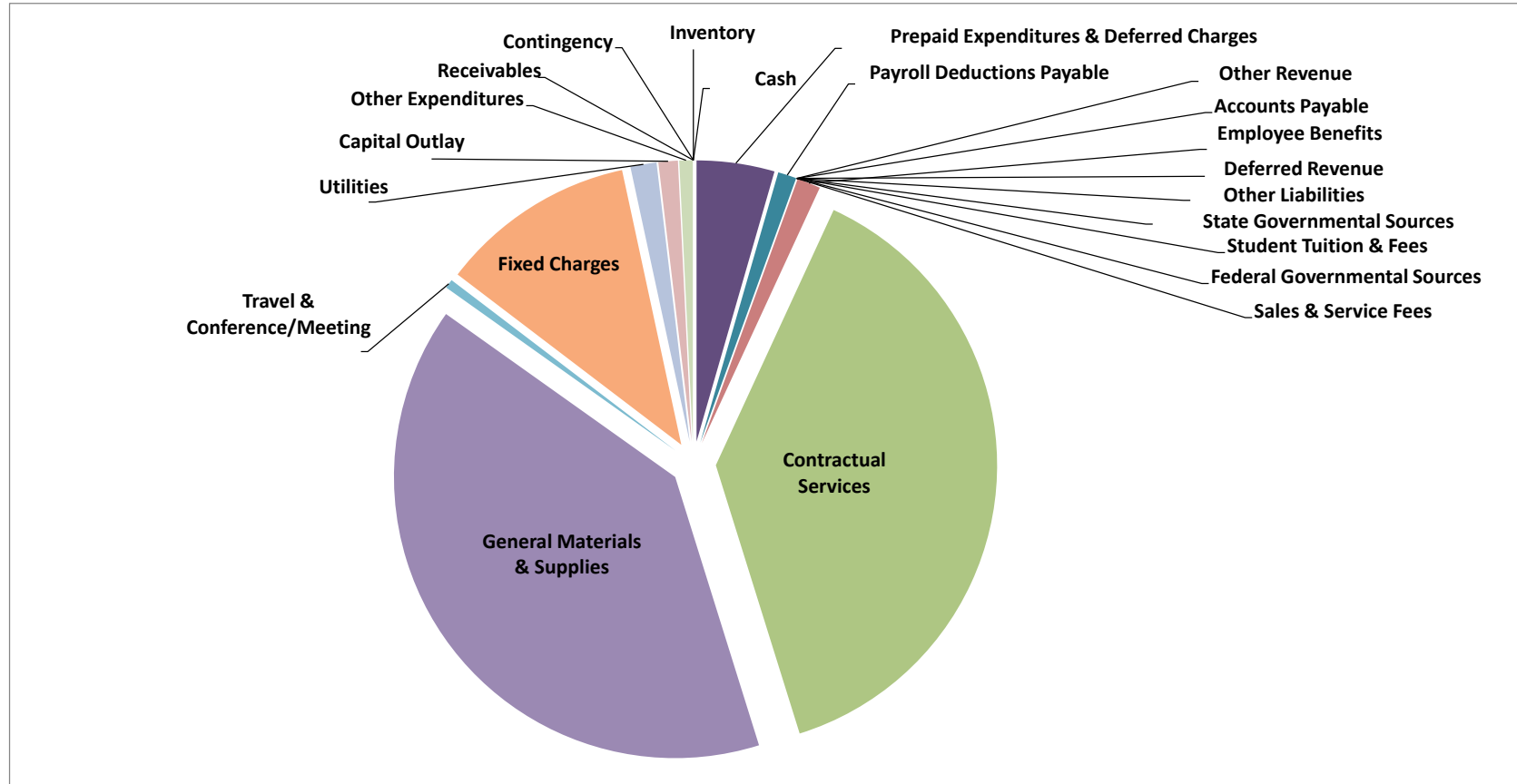
Recommendation

It is recommended that the Board of Trustees ratifies payment of the accounts payable check register, for the period of August 1 - August 31, 2022, totaling \$1,447,296.81.



Clinton E. Gabbard
President

Distribution of Monthly Check Register Payments 8/1/22 through 8/31/22



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	19,486.52	1.35%
Prepaid Expenditures & Deferred Charges	64,717.96	4.47%	Contractual Services	554,306.16	38.30%
Payroll Deductions Payable	15,392.92	1.06%	General Materials & Supplies	574,001.95	39.66%
Accounts Payable	0.00	0.00%	Travel & Conference/Meeting	7,490.16	0.52%
Deferred Revenue	0.00	0.00%	Fixed Charges	162,951.60	11.26%
Other Liabilities	0.00	0.00%	Utilities	21,684.78	1.50%
State Governmental Sources	0.00	0.00%	Capital Outlay	16,100.79	1.11%
Federal Governmental Sources	0.00	0.00%	Other Expenditures	11,163.97	0.77%
Student Tuition & Fees	0.00	0.00%	Contingency	0.00	0.00%
			Total All Categories	1,447,296.81	100.00%

Six Month Select Vendor History Report

						Six (6) Calendar Months					
SubClass	Cat	CatDesc	PayeeID	Payee	Total Voucher	FY22: (3-Mar)	FY22: (4-Apr)	FY22: (5-May)	FY22: (6-Jun)	FY23: (7-Jul)	FY23: (8-Aug)
Engineering	53	Contractual Services	0396644	Quality Engineering	\$250.00		250.00				
Engineering	53	Contractual Services	0420293	LionHeart Engineeri	\$8,698.18			6,837.29	620.00		1,240.89
Engineering Total					\$ 8,948.18	-	250.00	6,837.29	620.00	-	1,240.89
Food Vendor	54	General Materials & Supplies	0395138	TURANO BAKING CO.	\$3,687.38	998.32	751.73	666.58	369.07	233.49	668.19
Food Vendor	54	General Materials & Supplies	0395263	GORDON FOOD SERVICE	\$77,136.03	25,753.01	17,644.41	20,893.51	8,868.92	3,976.18	
Food Vendor	54	General Materials & Supplies	0396456	RIVERSIDE BAKE SHOP	\$1,999.58	257.28	245.66	510.48	830.48	73.92	81.76
Food Vendor	54	General Materials & Supplies	0396759	3 CHEFS CATERING SE	\$413.00						413.00
Food Vendor	54	General Materials & Supplies	0414865	Quality Catering fo	\$4,394.75	1,298.15	647.95	1,618.75	829.90		
Food Vendor Total					\$ 87,630.74	28,306.76	19,289.75	23,689.32	10,898.37	4,283.59	1,162.95
Landscaping	53	Contractual Services	0395554	INTERIOR TROPICAL G	\$1,750.00	500.00	250.00		250.00	250.00	500.00
Landscaping	58	Capital Outlay	0394808	COUNTRYSIDE GARDEN	\$1,080.00					1,080.00	
Landscaping Total					\$ 2,830.00	500.00	250.00	-	250.00	1,330.00	500.00
Legal	53	Contractual Services	0396460	ROBBINS SCHWARTZ	\$55,782.77	16,991.40	11,019.65			27,771.72	
Legal Total					\$ 55,782.77	16,991.40	11,019.65	-	-	27,771.72	-
Temporary Staffing	53	Contractual Services	0396989	WORKING WORLD INC	\$136,168.62	53,838.42	31,900.57	25,273.80	9,709.41	2,739.60	12,706.82
Temporary Staffing	53	Contractual Services	0407503	Robert Half Interna	\$234,431.32	46,461.08	50,630.80	22,345.00	45,150.91	24,151.25	45,692.28

Request to Purchase
Flushometer Valve Retrofit KitsInformation

Over the past years, various areas of the College's Crystal Lake main campus have been remodeled to become more conducive to a safe and healthy learning environment. In addition, the College regularly budgets to replace outdated or damaged fixtures. Due to the recent experiences resulting from the COVID-19 pandemic, the College is attempting to mitigate cross-over contact that could spread virus or bacteria contamination. One of the way to accomplish this is by retrofitting all valve assemblies in our washroom facilities to touchless flushometers.

Several of the washroom locations on campus still contain manual fixtures that need to be updated to touchless. The College has partnered with the Ferguson Facilities Supply and is using the E and I Consortium Purchasing Agreement CNR01322, Contract B046271, which includes all necessary CLST Retro Kit valves, meeting all College guidelines for purchasing activities.

Item(s) or Detail of Project	Bidder Name	Bid Proposal Total
130 ea CLST RETRO KIT G2 'OPTPLU' ITEM1847225	Ferguson Facilities Supply	\$45,758.00

This expense is budgeted in the Fund 06 Restricted Fund and funded by HEERF Grant Funding.

This purchase is exempt from bidding requirements as stated in the Illinois Public Community College Act for purchases made under State negotiated contracts and associated purchasing consortiums, and falls under the aforementioned exemptions.

Recommendation

It is recommended that the Board of Trustees approves the purchase of the valve retrofit kits from Ferguson Enterprises out of Newport News, Virginia for \$45,758.00.



Clinton E. Gabbard
President

Request to Purchase TestOut Software

Information

The Network Security academic department offers three credentials—the Network Security AAS, Cyber Security certificate, and the Networking Specialist Certificate. The department uses a software program called TestOut in its courses for instructional purposes.

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

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

The TestOut software is budgeted for FY 2023 under instructional supplies at \$36,150.00. The software has already been purchased for Summer 2022. However, the annual cost has been recalculated based on actual and current seat count enrollment for Summer 2022 and Fall 2022, and an updated projection for Spring 2023. The updated projected enrollment for FY 2023 is about 250 seats and will result in an anticipated total cost of \$30,670.20 this year.

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

The cost of the TestOut program is covered through the course fees paid by the students enrolled in the Networking Security courses.

Recommendation

It is recommended that the Board of Trustees approves the 2022-2023 projected annual expense of \$30,670.20 for the TestOut software from TestOut Corporation® of Pleasant Grove, Utah 84062.



Clinton E. Gabbard
President

Appointment of Replacement
Director of College and Career Readiness

Information

The resignation of Mike Kennedy on June 30, 2022 created a vacancy for the Director of College and Career Readiness. Cara Schultz has been approved to fill this position. Ms. Schultz has a master's degree in Adult & Higher Education from Northern Illinois University, Dekalb, IL. Her experience is as follows:

2020 – 2022 – Dean of Early College, Rock Valley College, Rockford, IL

2019 – 2020 – Career Advisor, Academic and Career Advising, Rock Valley College, Rockford, IL

2009 – 2016 – Coordinator of Co-Curricular Programming & Leadership Development, Rock Valley College, Rockford, IL

2008 – 2009 – Graduate Assistant, Academic Advising Center, Rock Valley College, Rockford, IL

Forty-five applications were received, forty-five met the position minimum requirements, and the search committee interviewed three candidates.

Pay Grade	Minimum Salary	Midpoint Salary	Maximum Salary	Benefit Value	Salary of Replaced Employee	12- Month Salary
A3	\$71,377.77	\$98,145.49	\$124,913.20	\$26,233.14	\$98,106.92	\$93,000.00

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

Position Summary: The Director of College and Career Readiness will lead MCC's efforts in partnering with our local high schools and will champion post-secondary education and pathways for our students. The Director will collaborate with high school counselors and principals and MCC faculty and academic administration to help shape innovative programs and services. Being the voice for K-12 partnerships, the Director serves on the academic administrative team and assist the College in reaching strategic goals by aligning division operations within the College.

Qualifications/Desired Qualifications:

- Bachelor's degree from a regionally accredited institution
- Five years' experience in a public education setting as a teacher, counselor, administrator or closely related position in college and career preparation programs
- Advanced degree from a regionally accredited institution
- Community college administration experience
- Knowledge, or willingness to learn, curriculum from the high school and college level

Appointment of Replacement
Assistant Vice President of Facilities Management

Information

The resignation of Rickey Sparks on June 6, 2022, created a vacancy for the Assistant Vice President of Facilities Management. David Dammon has been approved to fill this position. Mr. Dammon has a master's degree in Law Enforcement and Justice Administration from Western Illinois University, Macomb, IL. His experience is as follows:

2019 – 2022 – Executive Director of Campus Operations, Kishwaukee College, Malta, IL

2018 – 2019 – Associate Dean of Career Technologies, Kishwaukee College, Malta, IL

2012 – 2017 – Professor and Coordinator of Criminal Justice Program, Kishwaukee College,
Malta, IL

Sixteen applications were received, thirteen met the position minimum requirements, and the search committee interviewed four candidates.

Pay Grade	Minimum Salary	Midpoint Salary	Maximum Salary	Benefit Value	Salary of Replaced Employee	12- Month Salary
A7	\$115,988.50	\$142,756.22	\$169,523.94	\$26,233.14	\$123,480.00	\$125,000.00

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

Position Summary: Responsible for the day-to-day, as well as strategic direction and leadership for facilities services, all trades, building services, environmental health and safety and grounds, including operations, trades, event support, custodial services, work order management, fleet and driver scheduling, inventory control, facility construction and renovation, and campus sustainability. Provide 24-hour contact availability for the resolution of emergencies related to facilities management.

Qualifications/Desired Qualifications:

- Bachelor's Degree from an accredited institution
- 8-10 years of experience in a related field, with five (5) years as a supervisor or director
- Master's Degree from an accredited institution
- Minimum five years' experience in construction management, architectural or engineering design
- Certification in Essentials of Facilities Management
- Certification in Project Management Professional (PMP)
- Certification in Certified Plant Maintenance Manager (CPMM)
- National Incident Management System ICS for Higher Education Training

Recommendation

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



Clinton E. Gabbard
President

Dual Credit Program Fee

Information

McHenry County College continues to pursue strategies aimed at improving efficiencies across the institution by maximizing the available resources, building fiscal resiliency, and providing the community with access to affordable higher education. One such strategy the College has employed has been the Dual Credit program. This program allows High School students to take college credit coursework at their respective high schools that can be applied towards a college degree. The advantage is that the student is able to take the coursework currently at no cost to them, thereby reducing the overall cost of pursuing a college degree.

The dual credit program offered by McHenry County College has grown over the years to one of the highest enrollment in the State. The success of the Dual Credit Program and its offerings are enumerated below:

- 14 High Schools with dual credit partnerships
- Fall 2022 dual credit seats were 4,960
- Fall 2022 dual credit hours were 15,570
- 24.2% increase in dual credit seats from Fall 2021 to Fall 2022
- 16.1% increase in dual credit hours from Fall 2021 to Fall 2022
- 209 dual credit classes
- 36 dual credit courses
- 25 MCC Departments with dual credit classes

The College does not charge for the classes offered within the high schools, but the College is the primary administrator of the program. In order to continue to support this worthwhile and beneficial program, the College is proposing to implement a \$25.00 per course (per seat) fee. This fee will offset the costs of running the dual credit program. The proposed fee is keeping in line with the ICCB/ISBE Model Partnership Agreement that was established in July 2019. With the proposed fee, the revenue generated for the College will help recover the cost of directing and managing this growing program.

Recommendation

It is recommended that the Board of Trustees approves the implementation of a dual credit administrative fee of \$25.00 per course (per seat) effective beginning with the fall 2023 enrollments.



Clinton E. Gabbard
President

New Employees

Information

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

Classification	Start Date	Employee Name	Primary Position	Position Status
STA	8/29/22	Roman Ricafort	Desktop Engineer	R
STA	9/6/22	Kathleen Johnson	Coordinator of On-Track	R
ADM	9/12/22	David Dammon	Assistant Vice President of Facilities Management	R
STA	9/12/22	Annaliesa Hoeks	Talent Acquisition Specialist	N
STA	9/26/22	Christine Howatt	Accountant	R
STA	9/26/22	Mariangela Rivas	Administrative Assistant II – Adult Education	R
ADM	9/28/22	Cara Schultz	Director of College and Career Readiness	R
STA	10/3/22	Jean Gaspari	Early Childhood Access Consortium (ECACE) Coach	N

Through September 13, 2022

*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.

Classification	End Date	Employee Name	Primary Position
STA	8/18/2022	Diana Ortiz	Coordinator of Talent Acquisition
STA	8/19/2022	Sebastian Morales	Enrollment Outreach Assistant
STA	8/31/2022	Ali Doran	Administrative Assistant II, SSPS
STA	9/7/2022	Bianca Lopez	Student Success Coach
STA	9/21/2022	Mark Radell	Information Security & Identity Manager

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

Classification	Retirement Date	Employee Name	Primary Position
FAC	9/2/2022	Wes Crain	Instructor and Program Chair – Fire Science

Through September 14, 2022

Friends of MCC Foundation Update

New Scholarships

The Dolores E. Hall Memorial Scholarship was established earlier this month. Throughout her life, Dolores was a strong supporter of education, youth, and the arts. Her memorial scholarship was established by her daughter, Maridell Markison, who is an Education to Empowerment member and strong supporter of MCC and our students. This scholarship will award \$1,000 to per semester to a returning student or single parent.

IME Becas Luncheon

On August 25, the Foundation welcomed Ambassador Reyna Torres, Sandra Patricia Mendoza Duran, and Luis Cedenio from the Consulate of Mexico in Chicago to honor IME Becas recipients. This scholarship is given to help improve access and opportunities for Mexicans or persons of Mexican origin living in the United States. The Consulate members, Dr. Clint Gabbard, MCC, and Foundation staff, and scholarship recipients came together to celebrate our students and the partnership between the Consulate and the College.



To date, MCC has awarded \$51,500 in IME Becas Scholarships to 51 MCC students. \$22,400 in funding has come from the Consulate of Mexico in Chicago and \$29,100 has been provided by the Friends of MCC Foundation.

Appreciation Event

On September 15, the Foundation welcomed 40 volunteers to an appreciation event at Kishwaukee Brewing Co. in Woodstock. MCC Trustees, Foundation Directors, and Foundation Committee Members all came together to be recognized and thanked for their support of the Foundation and MCC students.

Education to Empowerment (E2E)

E2E will host the 2nd annual Women's Fall Luncheon, EMPOWHER, on Thursday, September 22 at The Venue at Goebbert's. E2E will proudly celebrate its 10-year anniversary at this event. With 91 current members, E2E expects to achieve the original goal of 100 members in 2022. This event is open to the public.

MCC's 55th Anniversary Gala

The 55th Anniversary Gala will take place on Friday, October 28 at The Venue at Goebbert's. The evening will feature live music, delicious food and drinks, an auction, and inspiring MCC stories of student impact. We hope you will join us. Tickets and sponsorships are available at www.mchenry.edu/gala.

Employee Giving Campaign

The Foundation will kick off employee giving with an event on Thursday, October 6. All employees will be invited to hear how they can support the Foundation and MCC students. Additional details will be released soon.

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

GRANTS AWARDED

Funding Source	Brief Description	Amount Funded	Project Director
ICCB Pipeline for the Advancement of Healthcare (PATH)	This allocation grant is designed to support and expand healthcare training opportunities by helping marginalized individuals enroll in and successfully complete training, while also addressing the shortage of healthcare workers caused by the COVID-19 pandemic.	\$551,270	Gina McConoughey, Associate Vice President of Academic Affairs
Illinois Green Economy Network	MCC received funding to install an additional electric vehicle charging station.	\$6,880	Kim Hankins, Director of Sustainability
Old National Bank Community Reinvestment Act	This grant will provide support to the Friends of MCC Foundation's Student Success Fund and the Education to Empowerment scholarship program.	\$3,000	Brian DiBona, Executive Director, Friends of MCC Foundation

PENDING APPLICATIONS

Funding Source	Brief Description	Amount Requested	Status	Expected Notification
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 residents, ensuring county taxpayers receive the refunds to which they are entitled.	\$41,970	Pending	September
U.S. Department of Education – Child Care Access Means Parents In School (CCAMPIS)	This grant provides funding to low-income student-parents to help offset the cost of child care, thereby increasing their chances of successfully completing higher education. Funding will support the Children's Learning Center as well as partnering centers.	\$90,000 per year for four years	Pending	September
Patriot Run 5K	MCC requested funding to allow student veterans to travel to the Student Veterans of America national conference.	\$1,500	Pending	September
Gerry and Bill Cowlin Foundation	The Friends of MCC Foundation is seeking continued support for the Student Success Fund (SSF). The SSF helps MCC students by	\$6,500	Pending	November

Funding Source	Brief Description	Amount Requested	Status	Expected Notification
	providing immediate financial support to help address emergency expenses.			
Chicago Community Trust	Food:Land:Opportunity, funded through the Searle Funds at the Chicago Community Trust, will provide operational support to the Center for Agrarian Learning.	\$200,000	Pending	December

APPLICATIONS IN DEVELOPMENT

Funding Source	Brief Description	Estimated Request	Status	Application Due Date
Illinois Board of Higher Education Nurse Educator Fellowship Program	This program provides professional development funding to nurse educators in Illinois, based upon a recommendation from their supervisor and their contributions to the program.	\$10,000	In progress	September 30, 2022
Illinois Community College Board Innovative Bridge and Transition Program	The purpose of this grant is to support student transitions to and through postsecondary education and into employment. MCC will request support to develop and expand bridge programs to help Adult Education students successfully transition to credit-bearing programs.	\$150,000	In progress	October 17, 2022
Illinois Board of Higher Education Nursing School Grant	This grant provides funding to institutions of higher education offering nurse training programs in the state of Illinois, with a focus on supporting equitable outcomes in nursing education.	TBD	In progress	October 31, 2022
Nicor Gas Pillar Grant	This program supports educational opportunities that align with workforce development initiatives.	\$5,000	Under consideration	October 31, 2022

APPLICATIONS DENIED

Funding Source	Brief Description	Amount Requested	Follow Up
Advance McHenry County	MCC requested funding for an on-campus food hub. A food hub would strengthen the local food economy by better serving	\$4,845,925	MCC will continue to seek alternate sources of funding

Funding Source	Brief Description	Amount Requested	Follow Up
	farmers and food entrepreneurs, as well as increasing the amount of fresh food available for county residents.		to support the development of a food hub.
Illinois Green Economy Network (IGEN)	MCC requested funding for an updated energy dashboard to increase energy efficiency and educate the campus community.	\$15,000	Although this project was not funded, MCC will continue to advance the mission of sustainability.

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 stakeholders, including: students; donors; alumni; community; and employees. Taking a full-service, internal marketing agency approach to its projects, OMPR creates and enforces 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 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 grow MCC's enrollment and population, strengthen MCC's identity in the community, and share MCC's stories.

- **COVID-19 Pandemic Communications:** OMPR continues to support the COVID-19 response team, providing up-to-date messaging to stakeholders through a variety of channels. Efforts include:
 - Signage, communications, and video messaging
 - Dedicated webpage for COVID-19 response and updates - www.mchenry.edu/welcomeback
 - Social media messaging supporting student needs and frequently asked questions
 - Response communications and signage for campus access
 - Student email and text message communications surrounding class changes, support, and pandemic response
 - Promotion of financial assistance resources to help students in need
 - Promotion of Student Success Fund 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
 - Strategic Plan 2019-2024: Mid-Plan Update
- **Integrated Marketing Campaigns:** Our marketing efforts promote a variety of programs and events that are important to student success, as well as increase enrollment and retention activities. These campaigns are focused on providing critical information on time-sensitive processes and activities:

- Outdoor media/billboard campaign
- Apprenticeship/internship publicity and marketing support
- Transfer partnership awareness campaign
- Joint Agreement tool
- Adult Education promotional support
- Guided Pathways marketing support, including updates to all program sell sheets and new dynamic/programmed web pages
- Marketing campaign for adult learners
- Marketing campaign for area employers
- College and Career Readiness awareness and promotions
- Noncredit and Continuing Education program publicity
- Noncredit mini video commercials for evergreen programming areas
- Interactive content for specific target programs
- Fall 2022 Radio Campaign (STAR 105.5 and WNIJ NPR)
- Fall 2022 advising and registration promotion
- Purple Pride Relief Fund promotion
- Twofer promotions (Learning Communities)
- Student engagement and Purple Pride support and promotion
- Workforce Solutions promotion (with Shah Center)
- Center for Agrarian Learning 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
- Foglia CATI support and promotion
- Academic program videos for program promotion
- MCC Student Assistance landing page to highlight resources for students
- Fast Track to On-Track rebranding initiative
- New Fitness Center promotion
- MCC Mercedes-Benz Open House Event
- HR job fair and support
- Spring 2023 priority registration and advising communications
- 55th Anniversary Gala event support
- Friends of MCC Foundation Marketing and Promotion Support
 - Marketing efforts to push scholarship awareness and applications
 - MCC alumni engagement efforts
 - Education to Empowerment programming
 - Alumni event support
 - Golf invitational wrap up
- **MCC Brand Identity Efforts:** The following efforts are in progress to support enrollment growth and enhance MCC's brand awareness:
 - MCC "NEXT" tagline promotion
 - MCC website development project (content management system)
 - Alumni video series
 - Production of general MCC awareness video commercials for social media
 - MCC virtual tour videos
 - New digital signage package for TV monitors across campus
 - Wall graphics for CO/LAB student spaces
 - New awareness campaign: More Than You Think

- New branded graphics for all entrances
- New fitness center entrance wall and door graphics
- **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
 - Career Services awareness and promotion

Monthly Releases and Features

The following releases and feature stories were submitted to local and regional media outlets from August 18, 2022—September 12, 2022.

- A Lifetime of Artistic Activism: MCC Gallery Features Ceramics Solo Project by Elaine Kadakia
- MCC Offers Students Paid, Flexible Real-World Experience with Launch of Micro-Internships
- Friends of McHenry County College Foundation Welcomes New Board Members, Elects New Officers
- McHenry County College Launches New Certificate in Cancer Registry Management
- Education to Empowerment Women's Scholarship and Mentoring Program to Host Fall Luncheon at Goebbert's
- McHenry County College Names Spring 2022 President's List Recipients
- McHenry County College Names Spring 2022 Dean's List Recipients
- MCC Accepting Vendor Applications for Green Living Expo, Early Registration Deadline September 12
- Explore Developmental Psychology at MCC's Upcoming Experts and Insights Series
- Education to Empowerment Women's Scholarship and Mentoring Program Welcomes New Chair
- MCC Welcomes Members of the Mexican Consulate to Celebrate IME Becas Scholarship Recipients
- MCC Forms Partnership with Motor Werks and Mercedes-Benz, Hosting Program Open House September 20
- McHenry County College Offers Series of New Planetarium Shows

**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.*

Student, Alumni, Donor Spotlights

[View all student spotlights »](#)

[View all alumni spotlights »](#)

[View all donor spotlights »](#)

Sustainability Center Update

Current Initiatives and Community Connections

Director Hankins provided a segment on energy conservation, efficiencies, and solar energy options for homeowners for the video blog, Wisdom Wednesdays, offered by area real estate agent Miranda Alt on August 3, 2022.

The Sustainability Center participated in the Opening Day Resource Fair on August 11, 2022, with a table display and low impact giveaways.

The AASHE 2022 Sustainability Leaders Impact Accelerator group met again on August 17, 2022, to continue the discussion on Transformative Leadership and Racial Justice and Healing. The group will continue to meet monthly to further the discussions in these important topics.

MCC was a sponsor for the fifth annual Water Forum held at MCC on August 31, 2022. Over 250 municipalities, elected officials, students and interested members of the public enjoyed presentations focused on water quality. Speakers were from Chicago Metropolitan Agency and Planning, IL State Water Survey; US Geological Survey; and the Water Quality Association. The event was hosted by the McHenry County Department of Planning and Development.

Green Living Expo 2022 planning is currently underway. The Expo will feature the 2,500 gallon fish tank with native fish; and, vegan and vegetarian food trucks with a zero waste effort to compost and recycle all the waste from the event. The in-person event on November 15, 2022 will feature sustainable businesses and organizations from northern Illinois. There are still a few spots left for additional vendors and exhibitors for the event. More information and registration materials can be found at www.mchenry.edu/greenexpo.

The ReUse It Corner repurposed approximately \$1,111.08 worth of gently used office and school supplies in August 2022. Twenty-two people found uses for over 121 items this month.

The MCRide/MCC partnership had 187 riders in July and August 2022.

The Sustainability Center welcomes Makenna Camper as the new Sustainability Center Student Assistant.

Workforce Development Update

Internship opportunities serve as a key component of work-based learning strategies at MCC. This informational report shares some of the internship-related activities underway in the Career Services program as well as updates from the Summer 2022 Manufacturing Pathways Consortium Rotational Internship program.

Continued Internship Grant Funding

In late July, Career Services received notification that MCC had been awarded a FY 2023 Illinois Cooperative Work Study Grant from the Illinois Board of Higher Education in the amount of \$47,000. These funds will be used to provide partial wage reimbursement to 35 employers who may have not have had the financial means to offer internship opportunities. This is the fourth consecutive year that MCC has received this grant and the largest grant award to date.

During the FY 2022 grant year, this grant funded internships for 25 students studying Business, Entrepreneurship, Marketing, Automotive, Health Information Systems, Construction Management, Manufacturing, Agriculture and Paralegal. Both employers and students find value in these working and learning experiences. Here are a sample of comments from recent internship experiences:

"Ebelin is the face of our organization. She is the first person most people see through the door, and the one who they speak with on the phone. She is a wonderful representation of our firm and I could not be happier with her performance. Throughout her internship, she went above and beyond in every way. Ebelin was such a joy to work with, I have continued to employ her full-time post-internship, and even promoted her to office manager. She is wonderful!" -- William Dennison, Managing Partner at The Law Office of Hiera & Dennison, LLC

"Nathan takes what he's given and runs with it. If he hasn't yet learned a concept required for a project, he has sought help via teachers, mentors, online aids/lessons etc. Hard worker, good communicator, and responsible. Extremely happy with Nathan's work, and his skill growth the past year." -- Lisa Kritikos, Secretary-Treasurer at AKG Motorworks, Inc.

"I received a job offer partway through my internship. My ultimate goal after MCC was to become employed and this internship made it happen. I just finished my second full time week at FastSigns and couldn't be happier. I love where I work!" -- Allison Stroyan, Former Intern, now full-time Graphic Designer for FastSigns

Micro-Internships

Career Services has partnered with Parker Dewey to provide students and employers with access to Micro-Internships. These short-term, hands-on, paid, professional project-based internships allow students to engage in real-world work experiences, utilizing their skills and education to complete professional assignments for a client/supervisor. Micro-Internships take place year-round, are typically 5-40 hours in duration, and are due 1-4 weeks after kickoff.

Micro-Internships are mutually beneficial for both the students and the companies who hire them. Companies that do not have the resources or need for a full-time intern, but still require assistance with projects on their to-do list, find Micro-Internships to be a cost-effective solution. Parker Dewey's

nationwide network helps employers build a diverse talent pipeline that's inclusive and accessible, and allows them to access, engage, and assess candidates on the skills that matter most to their specific organization.

QUICK STATS:

- 80% of Micro-Internships have been completed by students from under-represented backgrounds
- Over 500 colleges/universities and nonprofit organizations have partnered with Parker Dewey
- 96% of those who complete Micro-Internships are employed upon graduation (compared to 55% of all recent college grads)
- 98% of those who complete Micro-Internships stay in their jobs for one year or more (compared to 45% of all recent grads)

Student and employer outreach plans are currently underway to introduce the concept of Micro-Internships to McHenry County. Related activities include webinars, social media posts, email campaigns, a press release, and on-campus signage.

Summer Rotational Internship Program – Manufacturing Pathways Consortium

In less than 10 months, the first year of the Summer Rotational Internship program moved from dream to completion. The Consortium's planning team, which included MCC administrators and staff who are members of the Manufacturing Pathways Consortium, began initial conversations in October 2021 during Manufacturing Month.

An Advance McHenry County ARPA (American Rescue Plan Act) grant was awarded in February 2022, with the grant offsetting 65 percent of the wages for paid internships of high school students ages 16-18. Nineteen local manufacturers became host companies to students from every school district in McHenry County.

Student applicants completed a two-part application, interviewed and toured facilities with their potential employers, and participated in a pre-program virtual orientation. Interns were able to work up to 29 hours per week and experience various departments within their host companies. For many students, it was their first job or their first taste of working in the manufacturing industry. As final numbers come in from the companies, students will receive a certificate for their participation in the program that they can use for college or future job applications showing work-based learning. In addition to the evaluations completed by interns at the conclusion of their rotations, the Consortium has received positive feedback from students, parents, educators, and manufacturers. Several students have continued working full-time, or even part-time hours during the school year, have decided to take manufacturing courses at MCC, and/or have joined our apprenticeship program.



The following companies participated in year one of the program: AFC Materials Group, Alpha Swiss Industries Inc., Berry Global, BTM Industries Inc., Burnex Corporation, CRV Electronics Corporation, Fabrik Molded Plastics, General Kinematics Corporation, Huntsman Corporation, Jessup Manufacturing Company, M4 Factory, NN Inc., PetDine, Phoenix Woodworking Corporation, Remke's Garage, Scot Forge, Socomec Boltswitch Inc., TC Industries Inc., and True Value Manufacturing. Many of these firms also work with MCC as sponsors, apprenticeship hosts, clients, and employer representatives at career discovery events throughout the year.



Here are some quotes from the interns:

- "I enjoyed learning about the entirety of the company – the business, engineering, and the manufacturing side. Operating machines was very engaging." – Student intern, *Jessup Manufacturing Rotation 1*
- "I liked learning about and working with different materials such as plastics and metals." – Student intern, *Socomec Boltswitch Rotation 2*
- "I learned many ways to work efficiently in different environments." – Student intern, *PetDine Rotation 1*



Plans are underway for the Summer 2023 Rotational Internship program. To support an anticipated increase in student applications, the goal is to retain current host companies and recruit more, providing a summer manufacturing experience for every interested student.