

BOARD OF TRUSTEES
McHENRY COUNTY COLLEGE DISTRICT #528

Thursday, August 29, 2024
Regular Board of Trustees Meeting



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

MINUTES

1. CALL TO ORDER

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

2. ROLL CALL

Chair Hoban asked Secretary Kueffner to take a roll call.

Trustees Present

Tom Allen
Suzanne Hoban
Dale Morton
Molly Walsh
Tess Reinhard
Alyssa Kueffner
Adonia Fulk

Also Present

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

Trustees Not Present

Elizabeth Speros

PLEDGE OF ALLEGIANCE

3. Chair Hoban led the Pledge of Allegiance

4. COLLEGE MISSION STATEMENT

Student Trustee Fulk recited the College Mission Statement.

5. ACCEPTANCE OF AGENDA

The agenda was accepted as submitted.

6. ACCEPTANCE OF MINUTES

Motion: Move that the Board of Trustees approve the minutes from Regular Board of Trustees Meeting, June 27, 2024. Trustee Reinhard motioned, seconded by Trustee Allen. Motion approved.

7. OPEN FOR RECOGNITION OF VISITORS / PUBLIC COMMENTS

No public comments.

8. PRESIDENT'S REPORT: DR. CLINTON GABBARD

Fall 2024 Enrollment Reporting

Throughout the summer and leading to the start of the fall semester, the College engaged in a multitude of enrollment-focused efforts to maximize both credit hour and headcount, including orientations, calling campaigns, and outbound marketing campaigns via social media, digital, and direct mail. Additional efforts to promote existing and new programs offered in Foglia CATI were also intensified through the spring and summer months. As a result of these efforts, enrollment for Fall 2024 is showing an increase over prior year in both headcount and credit hours. Final dual credit enrollment numbers, as well as additional credit enrollment, will be added by end of this week, in time for final 10th day/census reporting.

Foglia CATI Update

Dr. Gabbard gave the latest construction updates for the Foglia CATI project.

Equalization Funding Project Timelines

During the August Board Retreat, several projects were discussed related to FY 2025 Equalization Grant funding. These initiatives include the MCC Library renovation and Heath Careers program growth. More immediately, backfill efforts for space vacated by Foglia CATI programs will begin in September and continue through Spring 2025. Questions and discussion followed.

McHenry County College Grants Office Year-End Report – Fiscal Year 2024

Dr. Gabbard presented the Year-End Report of the MCC Grants Office.

Upcoming MCC Events

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

9. PRESENTATIONS

- A. MCC Academic Support Services- Ms. Ashley Fleming, Executive Director of Library & Learning Resources updated the Board on MCC academic support services.

10. MCC STAFF COUNCIL REPORT

Mr. David Behrens updated the Board on MCC Staff Council activities.

11. STUDENT TRUSTEE REPORT

Student Trustee Fulk gave an overview of her student trustee report that was submitted to the Board of Trustees.

12. APPROVAL OF CONSENT AGENDA

Motion: Move that the Board of Trustees approve the consent agenda as presented. Trustee Allen motioned; Vice Chair Morton seconded. Questions and discussion followed. Motion approved.

For Approval

- A. Executive Summary and Financial Statements
 - 1. Informational Only, Draft July Statements, No Board Action
 - 2. Treasurer's Report, Board Report #24-120
 - 3. Ratification for Accounts Payable June Check Register, Board Report #24-121
 - 4. Ratification for Account Payable July Check Register, Board Report #24-122
- B. Request to Approve/Implement/Lease/Purchase/Renew/Replace/Upgrade
 - 1. CompTia Software, Board Report #24-123
 - 2. Emergency Medical Technician Training, Board Report #24-124
 - 3. Lease Ransomware Protection Service, Board Report #24-125
 - 4. Comcast Internet Connection for Planetarium, Board Report #24-126
 - 5. Culinary Pastry Department Purchases from Gordon Food Service, Board Report #24-127
 - 6. Food Services Purchases from Prime Vendor Distributors, Board Report #24-128
 - 7. Library Database Services, Board Report #24-129
 - 8. Renew KnowBe4 Subscriptions, Board Report #24-130
 - 9. CATI Fowler Metrology Equipment, Board Report #24-131
 - 10. Instructional Design Consultant Service Agreement, Board Report #24-132
 - 11. Duplication Center Print Services, Board Report #24-133
 - 12. Jostens Graduation Supplies, Board Report #24-134
 - 13. Illinois Community College Risk Management Consortium, Board Report #24-135
 - 14. Worldwide Instructional Design System (WIDS), Board Report #24-136
 - 15. Transportation Services for Athletics, Board Report #24-137
- C. Personnel
 - 1. Ratification of Hires, Replacement Administrators, Board Report #24-138
 - 2. Ratification of Hires, New Faculty Appointments, Board Report #24-139

3. Grant Title and Benefits of Faculty Emeritus, Ann Escarco, Board Report #24-140
4. Salary Adjustment, Board Report #24-141

13. ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

No items were removed from the consent agenda.

14. BID PACKAGE ONE FOR 2024 INTERIOR RENOVATIONS, Board Report #24-142

Motion: Move that the Board of Trustees approves the expenditure for interior renovations from Stuckey Construction Company of Waukegan, IL for \$479,900.00. Trustee Allen motioned; Vice Chair Morton seconded. Motion approved.

15. FOR INFORMATION REPORT

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

16. FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS

Trustee Walsh appreciated the timeline that was shared with the Board on the process of different projects. She shared a personal story about a traveling nurse that she met who was a community college graduate.

Trustee Kueffner also thought the timeline was helpful to understand the projects cycle. She was looking forward to the CATI opening.

Vice Chair Morton made a note of the Kids and College program update and was impressed.

Trustee Reinhard appreciated the MCC Grants year end report. She also was impressed with the Staff Council report and is great to see the pride that the MCC Staff Council President has.

Trustee Allen missed the Catalyst Campus opening and is looking forward to visiting. He also has heard great feedback on the Kids and College program at MCC.

Chair Hoban reminded the Board of Trustees that the President's Evaluation process is starting in October. She was thrilled with the rise in enrollment numbers. She commended the team that handles the social media updates, she has been getting emails reminding her to sign up for Community Enrichment Center programs.

17. ADJOURNMENT

Hearing no further business, Trustee Allen motioned to adjourn, seconded by Trustee Reinhard. All voiced aye and the meeting adjourned at 7:15 p.m.

Denisa J. Shallo, Recording Secretary

Alyssa Kueffner, Board Secretary

