

BOARD OF TRUSTEES
McHENRY COUNTY COLLEGE DISTRICT #528

Thursday, September 26, 2024
Regular Board of Trustees Meeting
Immediately Following Budget Hearing



MCC Board Room, A217
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 Meeting of Board of Trustees, August 29, 2024
7. OPEN FOR RECOGNITION OF VISITORS
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: Mr. Matt Hamater
 - C. Staff Council Report: Mr. David Behrens
 - D. Student Trustee Report: Ms. Adonia Fulk
 - E. Attorney Report
10. APPROVAL OF CONSENT AGENDA
For Approval
 - A. Executive Summary and Financial Statements
 1. Informational Only, Draft August Statements, No Board Action
 2. Ratification for Accounts Payable August Check Register, Board Report #24-143
 - B. Request to Approve/Implement/Lease/Purchase/Renew/Replace/Upgrade
 1. Darktrace Security Services, Board Report #24-144
 2. Zoom Renewal, Board Report #24-145
 3. Building Automation Controls for HVAC, Board Report #24-146
 4. Contract for Controls Support and Equipment Service, Board Report #24-147
 5. Deaf Services Contractual Support for Sign Language Interpretation, Board Report #24-148
 6. Upgraded Room Scheduling and Planning Software, Board Report #24-149
11. ACTION ON ITEMS REMOVED FROM CONSENT AGENDA
12. REQUEST TO GRANT HONORARY LEGACY STATUS TO JAMES YESTER, Board Report #24-150
13. 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. Workforce Development Update
14. FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS

15. 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

16. ACCEPTANCE OF CLOSED SESSION MINUTES: Regular Board Meeting of May 23, 2024

17. ADJOURNMENT

A handwritten signature in black ink, appearing to read "Suzanne Hoban". The signature is written in a cursive, flowing style.

Suzanne Hoban
Chair

Faculty Spotlight

Summer – August 2024

Cynthia Wolf, Instructor of English, has successfully completed the following professional development activities:

- Creative Commons for Educators Certificate, August 2024
- ION Open Educational Resources for Online Learning Professional Certificate, August 2024
- ACUE Certificate in the Effective Teaching Practice Framework, July 2024
- Creating and Sharing Open Educational Resources ION course, July 2024
- Foundations in Open Educational Resources ION course, June 2024
- Open Educational Resources to Support Student Instruction ION course, April 2024
- Contributed to the AP English Literature and Composition Reading, dedicating a total of 72 hours to the activity.

Lindsay Carson, Instructor of Spanish, has successfully completed her doctoral course work and will propose a qualitative study for her dissertation.

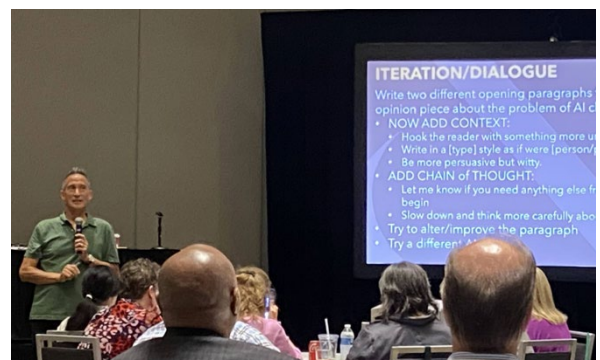
Laura Middaugh, Instructor of Mathematics, volunteers her time with Cycling Without Age and holds the position of site coordinator for Bickford Senior Living in Crystal Lake. She has also been a volunteer tutor for Chicago Lights Tutoring since 2020, during which she served as a featured tutor for recruitment initiatives.

Jim Stockwell, Instructor of Film and Broadcast Journalism, successfully held an author signing event for his novel, "Golden Jungle," on September 7th at the Algonquin Barnes & Noble.

Christine Grela, Instructor of Psychology

-A group of 12 faculty (both FT and adjunct faculty) met with administrative support and the help of our instructional designer throughout the summer to revamp the MCC101 curriculum and align it with the newly approved general education goals: critical thinking, effective communication, quantitative reasoning, information literacy, and social responsibility.

-Three faculty attended the National Higher Education Teaching Conference in Minneapolis in June. We attended sessions focused on promoting engagement and student success as well as sessions focused on teaching with AI and boosting faculty morale and motivation. One of the speakers was Jose Antonio Bowen, one of the co-authors from our faculty book study, *Teaching with AI*.



Archna Goyal, Instructor of Biology, has completed all the ACUE courses this summer.

Kim Tipton, Reference Librarian, has successfully completed the following professional development activities:

- Co-presented with Elizabeth Nelson at the Wisconsin Association of Academic Libraries online conference titled “AI in IL: The Right Tool for the Job” on August 7, 2024.
- Completed two ION courses: Foundations of Accessibility for Educators and Creating Accessible Documents.
- Volunteered at New Student Orientation on June 6, June 25, and August 6.

Shiela Venkataswamy, Instructor of Sociology, has successfully completed the ACUE certification in the Effective Teaching Practices Framework. She also took part in the book study on "Burnout" offered by MCC and participated in two NSO sessions.

Sarah Sullivan, Instructor of History, delivered a presentation on the Montgomery Bus Boycott on July 29, 2024, to a group of seniors in collaboration with the Dundee Park District. She also served as the keynote speaker for the Friends of the Huntley Library on May 17, 2024 — her third consecutive appearance — focusing on women in the revolutionary period.

Her three-term tenure on the Board of Directors for the Habitat for Humanity chapter of Northern Fox Valley will conclude in September. During her time on the board, the organization has successfully constructed over 30 homes, including developments on McHenry Avenue and Eleston Avenue in Crystal Lake. Additionally, they secured a \$950,000 grant to build 28 net-zero energy-efficient homes in Carpentersville.

<https://www.chicagotribune.com/2024/06/06/carpentersville-approves-plans-for-28-home-habitat-for-humanity-subdivision/>.

Starr Nordgren, Instructor of English, has successfully obtained her Certificate in the Effective Teaching Practice Framework through ACUE. In addition, she served as a Table Leader at the annual College Board AP Research reading event, where she evaluated and scored over 36,000 research projects submitted by high school students for AP college credit.

Steven Socol, Instructor of Chemistry, assisted in the grading of the Advanced Placement Chemistry examination in Tampa, Florida.

Gaylord Rodeman, Instructor of Welding, achieved certification as an American Welding Society (A.W.S.) Certified Welding Inspector over the summer, enabling MCC students to attain certification as welders in compliance with A.W.S. standards. Additionally, he successfully reorganized the machine shop layout for CATI, collaborated with the compressed air contractors on the CATI project, and has been actively engaged in equipment procurement and placement throughout the summer.

Julie Freelove, Instructor of Administrative Office Technologies, has successfully completed coursework and earned the ION Digital Accessibility for Educators (DAE) certificate. In the Spring 2024 semester, the Administrative Office Technologies Department achieved significant milestones, with 22 students completing the Microsoft Office Specialist (MOS) industry-recognized examination in Word, Excel, and/or PowerPoint, resulting in a notable 95% pass rate, as 21 students passed. This represents an improvement from the Spring 2023 semester, where the pass rate was 89%. Additionally, the Department collaborated with two members of its advisory committee to organize a series of speaker events for Spring 2024.



Monday, April 29 | 6-7 p.m. | Zoom



Join Amy Martin, Managing Director at Specialized Recruiting Group, a division of Express Employment Professionals, as she shares valuable information to help you with your career planning.

Learn about:

- Employment market data
- What employers are looking for in AOT, BUS, and MKT applicants
- Trends Express Employment Professionals are seeing
- Take part in a Can/Will/Want activity, all applicants should ask themselves



WEDNESDAY, MAY 1 | 6-7 P.M. | ZOOM



Join Sue Harrowood, Founder and President of Peace of Mind Virtual Assistance, Inc. as she shares her journey and expertise in the Virtual Assistance profession.

Learn about:

- How Sue started her administrative professional journey in becoming the founder and president of her own company.
- What a Virtual Assistant is and the role they play.
- Different pathways Virtual Assistants may take in their career.
- The difference between an employee vs. contractor.
- Skills, equipment, tools, and other considerations needed in the Virtual Assistance role.

Elizabeth Nelson, Cataloging/Collection Development Librarian, co-edited a book published this summer titled "Inclusive Cataloging: Histories, Context, and Reparative Approaches." The book was edited by Amber Billey, Elizabeth Nelson, and Rebecca Uhl, and published by ALA Editions. Additionally, she presented at the Wisconsin Association of Academic Librarians conference alongside Kim Tipton; their presentation was titled "AI in IL: The Right Tool for the Job." Furthermore, she successfully completed the final ACUE Module, earning the Certificate in Effective Teaching Practice Framework.



Collin Jaeger, Instructor of Biology, has conducted two field trips for his Environmental Field Biology course (BIO 130). To date, students have investigated local ecosystems and the natural history of Glacial Park and the Lake in the Hills Fen Conservation Areas. Additional activities are planned for the upcoming weeks.



Information

The opening of the new Foglia CATI is very exciting and a great new opportunity for students and the community. The possibilities are vast, and we are looking forward to seeing what it has to offer.

This month we are celebrating Latine Heritage Month, and the kickoff event was fun and educational. There was great discussion about customs and how society can be more inclusive in actions and language.



I did get a chance to talk to students and meet with MCC Student Government, and some of the topics on their minds include:

- Changing tables in men's restrooms would be more inclusive for everyone at the college
- Make the library open on the weekend for those in need of research help

- The computers in the Lab reboot at 9 p.m. making it difficult to accomplish needed tasks and assignments when staying until school closes at 10 p.m. Students would like to know if the reboot could happen at 10 p.m. instead so they can use the full time to do assignments.
- Some students are interested in virtual dissection options
- Parking, so I have reminded them to arrive on campus early

I met with the Student Advisory Council with trustees across the state and learned that colleges that provide mental health services see higher grades and higher completion rates in their students. I spoke with Holly Puchner about the mental health resources available to our students and found that the BetterMynd program just launched, and she is working hard to get that resource to students.

Speaking of resources, the students who do make use of our resources have more success, but the bigger problem is that most students don't know these resources exist. PTK is working with Advancement & Development and Institutional Research on a College Project that is investigating how and where students notice, acquire, and interact with school information with the goal of learning how best to communicate with students. I plan to partner with them as well as staff members to find the best way to communicate with students and get them the resources they need.

INFORMATIONAL ONLY
Draft August Statements
NO ACTION

Information

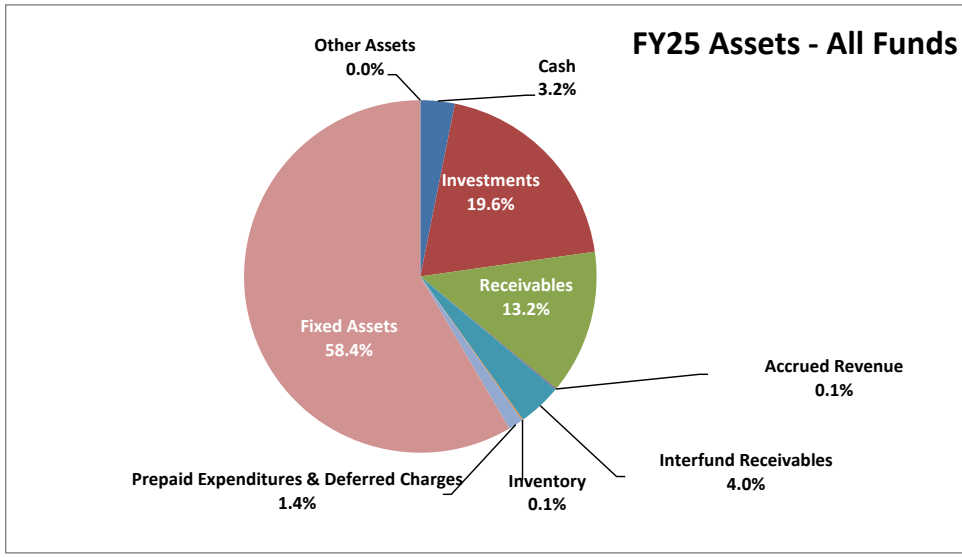
Attached is the draft copy of financial information with year-to-date results for FY 2025 through the month of August 31, 2024. Fiscal year 2025 first quarter results will not be final until June 2024 can be closed for the fiscal year 2024 audit.

All Funds Statement of Net Position (Balance Sheet)
August 31, 2024

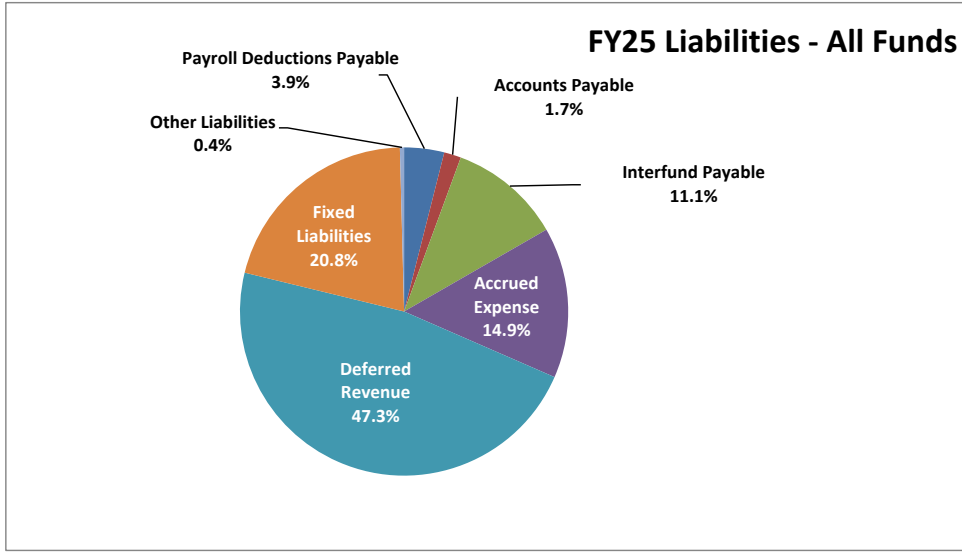
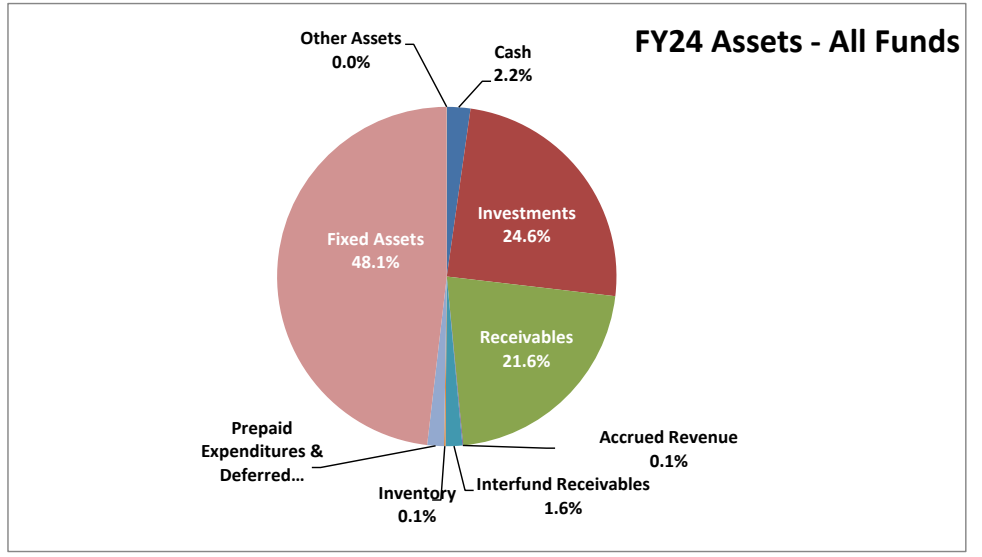
	01	02	03	04	05	06	07	08	09	10	11	12	17	
All Funds	Education Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliary Enterprises Fund	Restricted Purposes Fund	Working Cash Fund	General Fixed Asset Fund	General Long-Debt Fund	Trust & Agency Fund	Audit Fund	Liability Protection & Settlement Fund	OPEB Fund	
Assets														
Cash	5,307,116	2,199,148.06	82,010	142,749	813,127.68	668,948	-	-	-	464,518	36,614	-	900,000	
Investments	32,967,141	10,826,022	5,615,399	11,122,361	-	-	3,157,789	-	-	-	-	2,245,570	-	
Receivables	22,240,003	20,920,408	946,642	-	-	8,226	-	-	-	-	35,193	329,534	-	
Accrued Revenue	179,212	81,598	22,640	44,135	-	-	17,542	-	-	-	-	13,296	-	
Interfund Receivables	6,752,718	6,752,718	0	0	-	0	(0)	-	-	(0)	-	-	-	
Inventory	190,571	-	-	-	-	190,571	-	-	-	-	-	-	-	
Prepaid Expenditures & Deferred Charges	2,291,158	1,027,491	15,664	-	-	2,784	77,896	-	183,588	-	-	288,726	695,009	
Fixed Assets	98,256,499	-	-	-	-	-	-	98,256,499	-	-	-	-	-	
Other Assets	12,179	-	-	-	-	-	-	-	12,179	-	-	-	-	
Total Assets	168,196,597	41,807,386	6,682,356	11,309,245	813,128	870,530	77,896	3,175,330	98,256,499	195,767	464,518	71,807	2,877,126	1,595,009
Liabilities														
Payroll Deductions Payable	2,401,739	2,184,757	45,418	-	-	154,360	17,204	-	-	-	-	-	-	
Accounts Payable	1,020,781	787,088	-	194,130	-	30,136	9,427	-	-	-	-	-	-	
Interfund Payable	6,752,718	-	-	-	-	3,591,525	1,187,847	-	-	-	-	1,973,347	-	
Accrued Expense	9,052,401	-	-	-	-	-	-	-	15,670	-	-	-	9,036,731	
Deferred Revenue	28,805,455	15,431,050	892,417	-	-	-	-	-	-	-	31,266	292,692	12,158,030	
Fixed Liabilities	12,668,049	-	-	-	-	-	-	-	12,668,049	-	-	-	-	
Other Liabilities	251,126	74,231	-	-	-	176,896	-	-	-	-	-	-	-	
Total Liabilities	60,952,270	18,477,126	937,835	194,130	-	361,392	3,618,155	1,187,847	-	12,683,720	-	31,266	2,266,039	21,194,761
Designated Fund Balance	107,244,327	23,330,260	5,744,521	11,115,115	813,128	509,137	(3,540,259)	1,987,484	98,256,499	(12,487,952)	464,518	40,541	611,087	(19,599,752)
Assigned Fund Balance														
33% Unassigned for annual budgeted expenditures	20,476,419	18,455,632	2,020,787	-	-	-	-	-	-	-	-	-	-	
Other Designated Reserves	0	-	-	-	-	-	-	-	-	-	-	-	-	
Capital Improvement/Investment in Capital Assets	109,371,614	-	-	11,115,115	0	-	-	98,256,499	-	-	-	611,087	-19,599,752	
Liabilities, Protection, and Settlement	-31,656,715	-	-	-	-	-	-	-	-12,668,049	-	-	-	-	
Working Cash/Other Restricted	-1,285,200	-	-	-	-	-3,540,259	1,750,000	-	-	464,518	40,541	-	-	
Remaining Unassigned Balance	10,338,208	4,874,628	3,723,734	0	813,128	509,137	0	237,484	0	180,097	0	0	0	

All Funds Statement of Net Position (Balance Sheet)
August 31, 2024

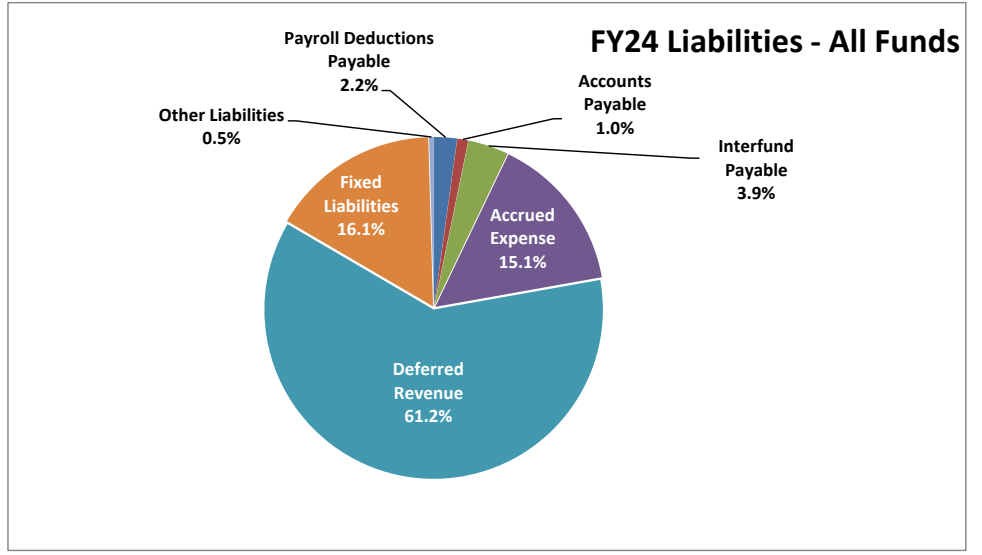
Total Assets = \$ 168,196,597



Total Assets = \$ 153,976,917



Total Liabilities = \$ 60,952,270



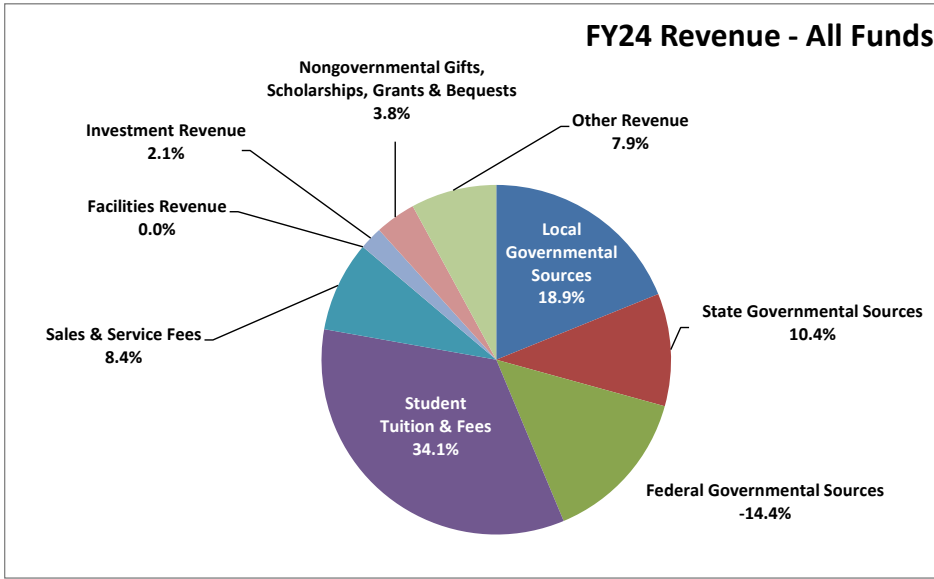
Total Liabilities = \$ 62,962,733

All Funds Statement of Activities (Income Statement)
August 31, 2024

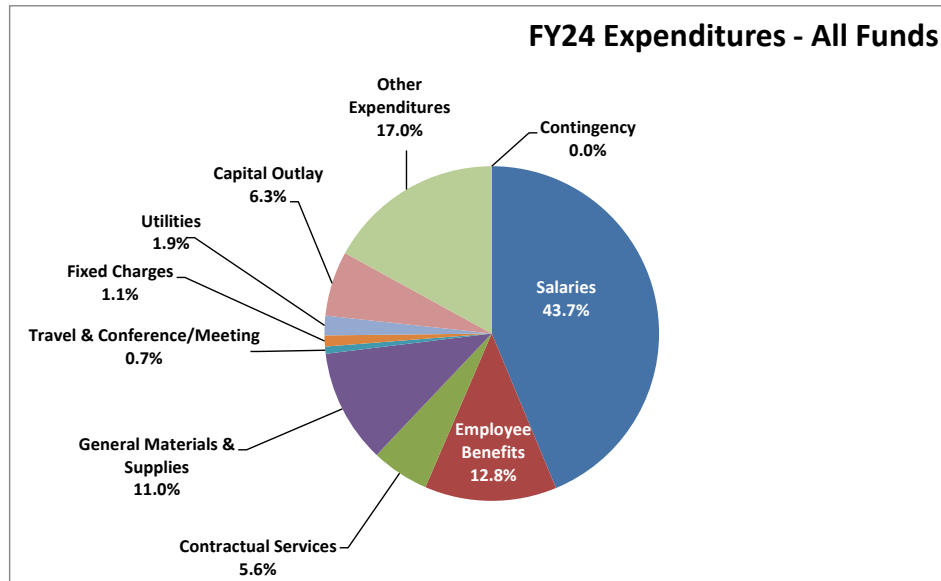
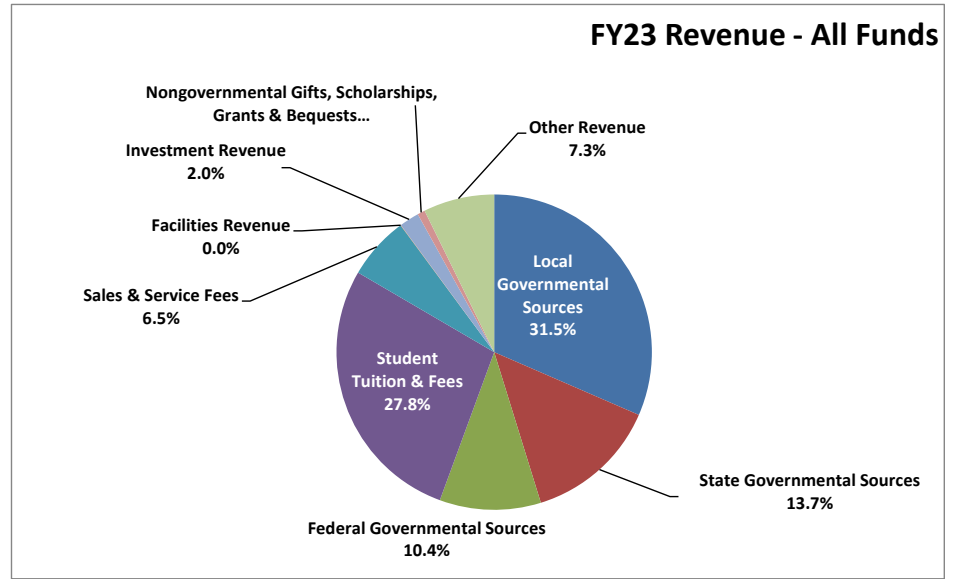
	01	02	03	04	05	06	07	08	09	10	11	12	17	
	All Funds	Education Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond and Interest	Auxiliary Enterprises Fund	Restricted Purposes Fund	Working Cash Fund	General Fixed Asset Fund	General Long-Debt Fund	Trust & Agency Fund	Audit Fund	Liability Protection & Settlement Fund	OPEB Fund
Revenue														
Local Governmental Sources	2,504,724	2,201,695	238,237	-	-	-	-	-	-	-	-	6,253	58,538	-
State Governmental Sources	1,382,726	704,095	88,927	-	-	-	589,705	-	-	-	-	-	-	-
Federal Governmental Sources	(1,912,696)	-	-	-	-	-	(1,912,696)	-	-	-	-	-	-	-
Student Tuition & Fees	4,525,431	3,758,600	182,557	46,173	430,952	107,150	-	-	-	-	-	-	-	-
Sales & Service Fees	1,112,073	73,668	-	-	-	1,038,404	-	-	-	-	-	-	-	-
Facilities Revenue	600	600	-	-	-	-	-	-	-	-	-	-	-	-
Investment Revenue	282,650	114,264	56,679	57,077	-	-	-	31,922	-	-	-	-	22,708	-
Nongovernmental Gifts, Scholarships, Grants & Bequests	498,843	5,000	-	300,000	-	-	128,161	-	-	-	65,682	-	-	-
Other Revenue	1,052,889	1,042,737	46	-	-	-	-	-	-	-	10,106	-	-	-
Total Revenue	9,447,240	7,900,659	566,447	403,250	430,952	1,145,555	(1,194,830)	31,922	-	-	75,787	6,253	81,247	-
Expenditures														
Salaries	5,215,489	4,605,546	105,951	-	-	318,006	185,986	-	-	-	-	-	-	-
Employee Benefits	1,521,967	1,318,804	24,773	-	-	41,268	46,844	-	-	-	-	-	90,277	-
Contractual Services	666,151	354,481	87,522	24,915	-	120,529	78,704	-	-	-	-	-	-	-
General Materials & Supplies	1,310,865	300,303	186,474	253,807	-	462,447	107,833	-	-	-	-	-	-	-
Travel & Conference/Meeting	82,529	63,452	628	-	-	7,821	10,627	-	-	-	-	-	-	-
Fixed Charges	127,112	91,911	12,446	3,334	124,800	237	-	-	-	(110,852)	-	-	5,236	-
Utilities	225,567	37,797	185,344	-	-	2,426	-	-	-	-	-	-	-	-
Capital Outlay	747,728	6,628	162,000	(21,910)	-	-	54,061	-	546,948	-	-	-	-	-
Other Expenditures	2,029,909	150,068	-	-	-	(15)	1,834,541	-	-	-	45,315	-	-	-
Contingency	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	11,927,317	6,928,990	765,138	260,147	124,800	952,720	2,318,596	-	546,948	(110,852)	45,315	-	95,513	-
Excess/(deficit) of revenues over expenditures	(2,480,077)	971,668	(198,691)	143,103	306,152	192,834	(3,513,427)	31,922	(546,948)	110,852	30,472	6,253	(14,266)	-
Operating transfers in	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Operating transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Beginning Fund Balance	93,502,449	23,900,057	5,941,723	11,449,669	533,585	402,886	570,441	1,955,562	80,110,100	(12,856,165)	433,600	34,269	626,474	(19,599,752)
Ending Fund Balance	91,022,372	24,871,725	5,743,032	11,592,772	839,737	595,720	(2,942,986)	1,987,484	79,563,152	(12,745,313)	464,072	40,522	612,208	(19,599,752)

All Funds Statement of Activities (Income Statement)
August 31, 2024

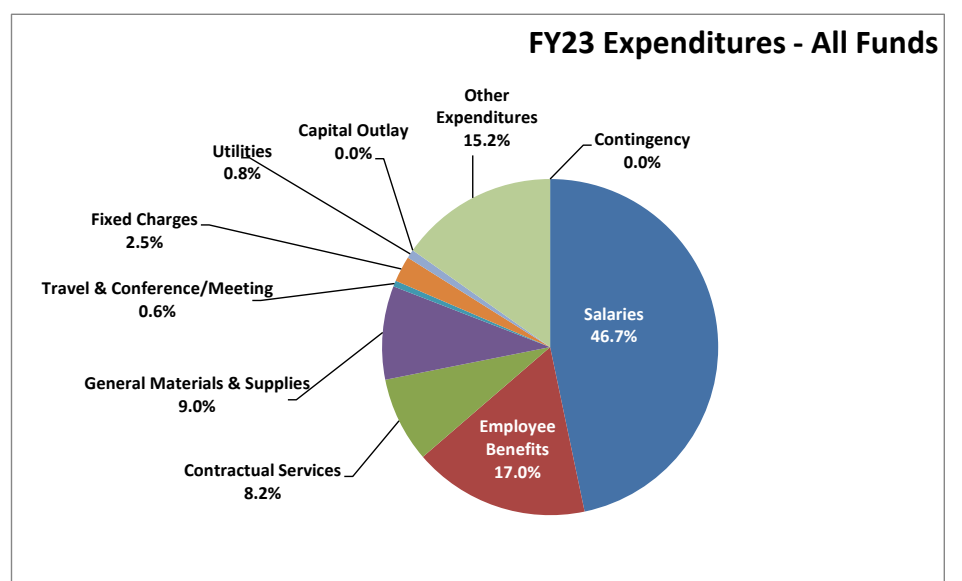
Total Revenue = \$ 9,447,240



Total Revenue = \$ 15,823,282



Total Expense = \$ 11,927,317



Total Expense = \$ 10,721,417

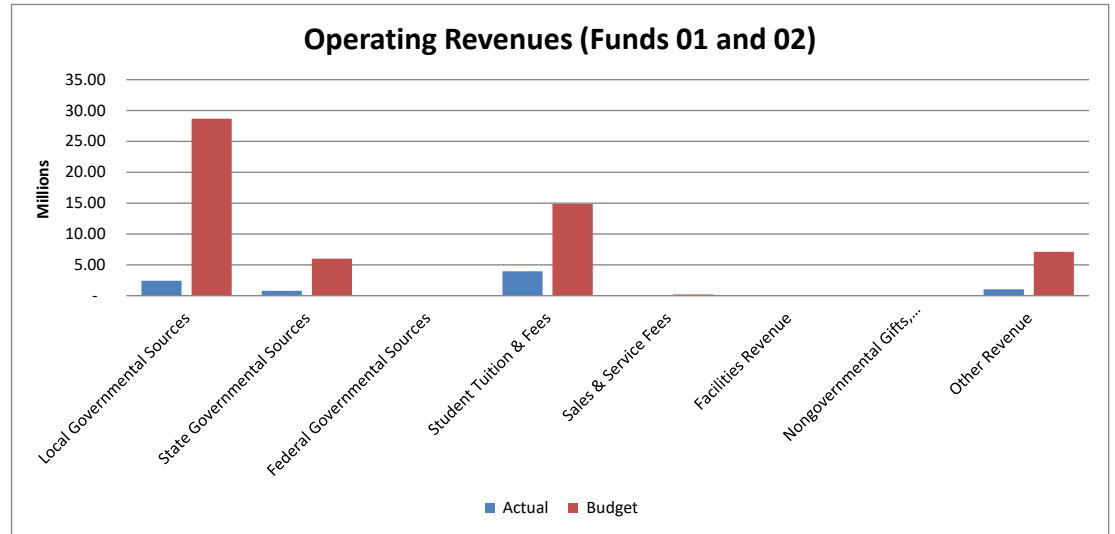
Operating Funds
Net of SURS/Investments

Operating (Funds 01 & 02) Statement of Activities (Net of SURS/Investments)
August 31, 2024

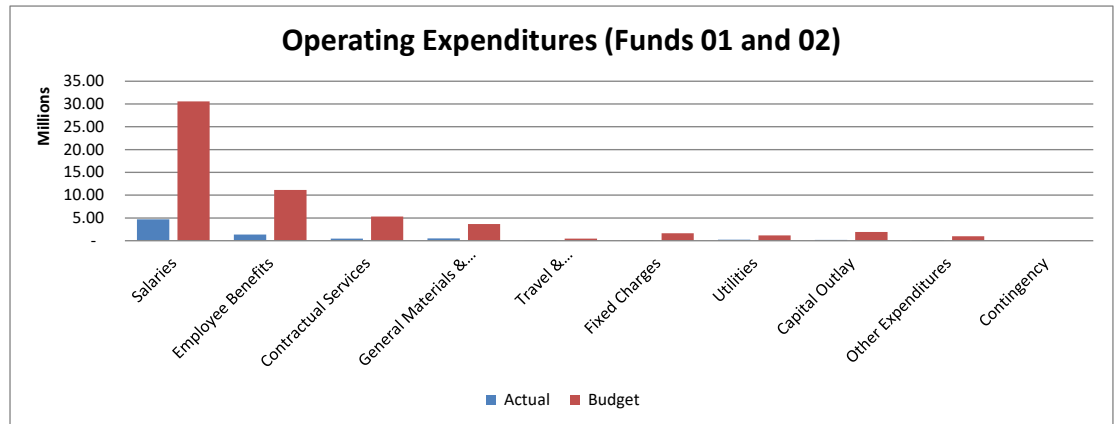
	FY25			FY24		FY24			FY25 Act.	
	YTD Actual	YTD Budget	Full Budget	YTD Actual to:	Full Bud.	YTD Actual	Budget	% Chng	Change Over	% Chng
Revenue										
Local Governmental Sources	\$ 2,439,932	\$ 4,790,769	\$ 28,685,710	50.9%	8.5%	\$ 4,857,255	\$ 28,700,710	16.9%	\$ (2,417,323)	-49.8%
State Governmental Sources	793,022	1,004,823	6,016,582	78.9%	13.2%	1,631,629	10,509,134	15.5%	\$ (838,608)	-51.4%
Federal Governmental Sources	-	-	-	0.0%	0.0%	(1,374)	-	0.0%	\$ 1,374	-100.0%
Student Tuition & Fees	3,941,157	2,705,665	14,850,663	145.7%	26.5%	3,765,791	14,360,846	26.2%	\$ 175,366	4.7%
Sales & Service Fees	73,668	32,316	193,500	228.0%	38.1%	41,485	175,000	23.7%	\$ 32,183	77.6%
Facilities Revenue	600	3,167	18,966	18.9%	3.2%	1,200	18,966	6.3%	\$ (600)	-50.0%
Nongovernmental Gifts	5,000	1,837	11,000	272.2%	45.5%	-	11,000	0.0%	\$ 5,000	0.0%
Other Revenue	1,042,783	1,189,404	7,121,801	87.7%	14.6%	1,139,666	11,669,393	9.8%	\$ (96,882)	-8.5%
Total Revenue	\$ 8,296,162	\$ 9,727,981	\$ 56,898,222	85.3%	14.6%	\$ 11,435,653	\$ 65,445,049	17.5%	\$ (3,139,490)	-27.5%
Expenditures										
Salaries	\$ 4,711,497	\$ 5,106,978	\$ 30,579,077	92.3%	15.4%	\$ 4,594,355	\$ 29,279,648	15.7%	\$ 117,142	2.5%
Employee Benefits	1,343,577	1,860,448	11,139,811	72.2%	12.1%	1,615,721	16,402,395	9.9%	\$ (272,145)	-16.8%
Contractual Services	442,002	884,190	5,294,268	50.0%	8.3%	625,269	5,095,087	12.3%	\$ (183,267)	-29.3%
General Materials & Supplies	486,777	610,849	3,657,584	79.7%	13.3%	482,668	3,432,994	14.1%	\$ 4,109	0.9%
Travel & Conference/Meeting	64,080	74,934	448,683	85.5%	14.3%	23,515	435,481	5.4%	\$ 40,566	172.5%
Fixed Charges	104,357	271,462	1,625,432	38.4%	6.4%	299,133	1,619,785	18.5%	\$ (194,775)	-65.1%
Utilities	223,141	198,620	1,189,280	112.3%	18.8%	89,713	1,197,780	7.5%	\$ 133,428	148.7%
Capital Outlay	168,628	317,919	1,903,605	53.0%	8.9%	22,878	1,553,805	1.5%	\$ 145,751	637.1%
Other Expenditures	150,068	161,982	969,900	92.6%	15.5%	173,561	957,000	18.1%	\$ (23,492)	-13.5%
Contingency	-	16,701	100,000	0.0%	0.0%	-	100,000	0.0%	\$ -	0.0%
Total Expenditures	\$ 7,694,128	\$ 9,504,082	\$ 56,907,640	81.0%	13.5%	\$ 7,926,812	\$ 60,073,975	13.2%	\$ (232,683)	-2.9%
Surplus/(deficit)	\$ 602,034	\$ 223,899	\$ (9,418)			\$ 3,508,841	\$ 5,660,136		\$ (2,906,807)	-82.8%
Net Transfers Out/(In)	\$ -		\$ 970,000			\$ -	\$ 850,000		\$ -	0.0%
Net Operating Funds Surplus/(Deficit)	\$ 602,034	\$ 223,899	\$ (979,418)			\$ 3,508,841	\$ 4,810,136		\$ (2,906,807)	-82.8%
<i>Beginning Fund Balance</i>	<i>29,841,780</i>	<i>29,841,780</i>	<i>29,841,780</i>			<i>30,873,031</i>				
<i>Net Operating Funds Surplus/(Deficit)</i>	<i>602,034</i>	<i>223,899</i>	<i>(979,418)</i>			<i>3,508,841</i>				
<i>Add: Contingency (assumption is it is not used)</i>			<i>100,000</i>							
Calculated YTD Ending Fund Balance (b)	\$ 30,443,814	\$ 30,065,679	\$ 28,962,362			\$ 34,381,872				

Operating Funds - Statement of Activities
August 31, 2024

	Actual	Budget
Revenue		
Local Governmental Sources	2,439,932.05	28,685,710.00
State Governmental Sources	793,021.79	6,016,582.00
Federal Governmental Sources	-	-
Student Tuition & Fees	3,941,156.89	14,850,663.00
Sales & Service Fees	73,668.25	193,500.00
Facilities Revenue	600.00	18,966.00
Nongovernmental Gifts, Scholarships, Grants & Bequests	5,000.00	11,000.00
Other Revenue	1,042,783.36	7,121,801.00
Total Revenue	8,296,162.34	56,898,222.00



Expenditures		
Salaries	4,711,497.27	30,579,077.00
Employee Benefits	1,343,576.53	11,139,811.00
Contractual Services	442,002.49	5,294,268.00
General Materials & Supplies	486,777.12	3,657,584.00
Travel & Conference/Meeting	64,080.48	448,683.00
Fixed Charges	104,357.30	1,625,432.00
Utilities	223,140.61	1,189,280.00
Capital Outlay	168,628.33	1,903,605.00
Other Expenditures	150,068.14	969,900.00
Contingency	-	100,000.00
Total Expenditures	7,694,128.27	56,907,640.00
Excess/(deficit) of revenues over expenditures	602,034.07	(9,418.00)



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

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 \$1,691,602.10. Please note that the expenses are not segregated into the respective funds.

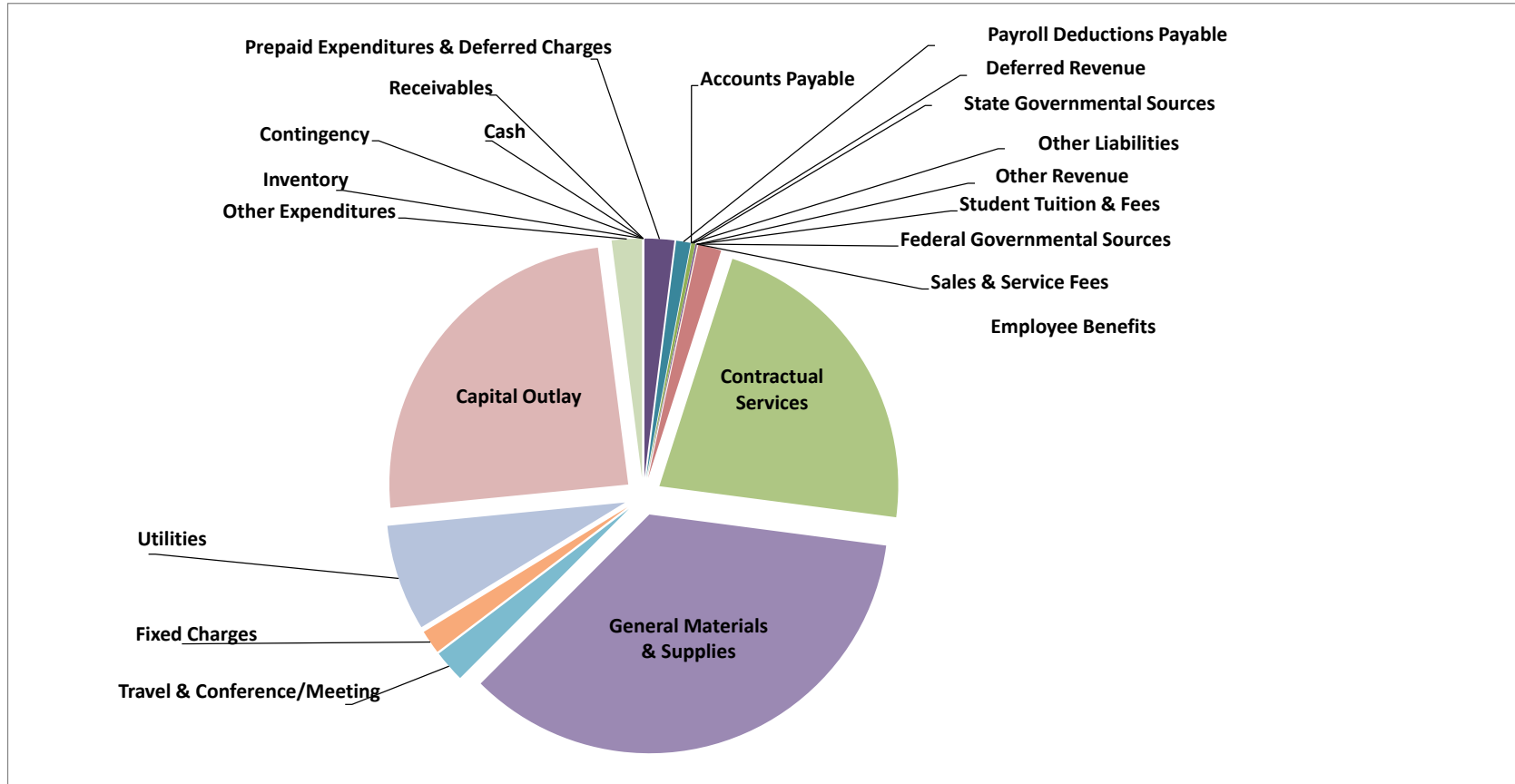
Recommendation

It is recommended that the Board of Trustees ratifies payment of the accounts payable check register, for the period of August 1 - August 31, 2024 totaling \$1,691,602.10.



Clinton E. Gabbard
President

Distribution of Monthly Check Register Payments 8/1/24 through 8/31/24



Category	Amount	Percent	Category	Amount	Percent
Cash	0.00	0.00%	Sales & Service Fees	268.00	0.02%
Receivables	0.00	0.00%	Other Revenue	0.00	0.00%
Inventory	0.00	0.00%	Employee Benefits	26,641.02	1.57%
Prepaid Expenditures & Deferred Charges	33,952.44	2.01%	Contractual Services	374,396.60	22.13%
Payroll Deductions Payable	16,525.83	0.98%	General Materials & Supplies	598,859.01	35.40%
Accounts Payable	0.00	0.00%	Travel & Conference/Meeting	36,563.29	2.16%
Deferred Revenue	0.00	0.00%	Fixed Charges	27,234.38	1.61%
Other Liabilities	0.00	0.00%	Utilities	121,607.05	7.19%
State Governmental Sources	4,519.18	0.27%	Capital Outlay	414,895.81	24.53%
Federal Governmental Sources	1,772.75	0.10%	Other Expenditures	34,366.74	2.03%
Student Tuition & Fees	0.00	0.00%	Contingency	0.00	0.00%
			Total All Categories	1,691,602.10	100.00%

**Six Month
Select Vendor History Report**

SubClass	Cat	CatDesc	PayeeID	Payee	Total Voucher	Six (6) Calendar Months					
						FY24: (3-Mar)	FY24: (4-Apr)	FY24: (5-May)	FY24: (6-Jun)	FY25: (7-Jul)	FY25: (8-Aug)
Engineering	53	Contractual Services	0420293	LionHeart Engineeri	\$10,971.42			7,753.93	3,217.49		
Engineering	54	General Materials & Supplies	0420293	LionHeart Engineeri	\$4,096.83				4,096.83		
Engineering Total					\$ 15,068.25	-	-	7,753.93	7,314.32	-	-
Food Vendor	54	General Materials & Supplies	0395138	TURANO BAKING CO.	\$2,886.07	499.55	714.10	635.30	431.09	606.03	
Food Vendor	54	General Materials & Supplies	0396456	RIVERSIDE BAKE SHOP	\$2,381.92	610.08	342.40	906.00	148.80	218.56	156.08
Food Vendor	54	General Materials & Supplies	0396759	3 CHEFS CATERING SE	\$18,840.50		2,404.50	4,007.50	2,674.00	140.00	9,614.50
Food Vendor	54	General Materials & Supplies	0414865	Quality Catering fo	\$4,590.56	1,201.60	1,371.20	1,029.60	988.16		
Food Vendor	55	Travel & Conference/Meeting	0396759	3 CHEFS CATERING SE	\$2,746.50					2,276.50	470.00
Food Vendor Total					\$ 31,445.55	2,311.23	4,832.20	6,578.40	4,242.05	3,241.09	10,240.58
Landscaping	53	Contractual Services	0395554	INTERIOR TROPICAL G	\$1,250.00	500.00		250.00	250.00	250.00	
Landscaping Total					\$ 1,250.00	500.00	-	250.00	250.00	250.00	-
Legal	53	Contractual Services	0396460	ROBBINS SCHWARTZ	\$47,037.92			37,079.11	2,456.70		7,502.11
Legal Total					\$ 47,037.92	-	-	37,079.11	2,456.70	-	7,502.11
Temporary Staffing	53	Contractual Services	0396989	WORKING WORLD INC	\$57,069.84	11,624.92	16,914.58	5,097.76	5,121.71	11,007.48	7,303.39
Temporary Staffing Total					\$ 57,069.84	11,624.92	16,914.58	5,097.76	5,121.71	11,007.48	7,303.39
Grand Total					\$ 151,871.56	\$ 14,436.15	\$ 21,746.78	\$ 56,759.20	\$ 19,384.78	\$ 14,498.57	\$ 25,046.08

Request to Renew
Darktrace Security Services

Information

After the College's careful testing and evaluation of the Darktrace Immune System, the Board of Trustees approved a four-year contract for its services in 2020. It is now time to renew this contract. Over the past four years, this system has proven to identify attacks when they have occurred, as well as stop them in their tracks at any time of the day or night. Key system benefits:

- Self-learning Cyber AI neutralizes emerging threats/attacks – without relying on rules or threat signatures
- Enterprise Immune System identifies even novel and highly targeted strains of ransomware
- The Antigena system (the technology's autonomous response technology) responds in real time, no matter where, when, or how the attack is launched

During the last two years, we also have added an email detection and response component, along with a 24x7 Security Operations Center (SOC) for additional after-hours protection and notifications. These Darktrace component products have helped prevent attacks from occurring externally, internally, and through email.

Given the success of this system, the College is requesting a new three-year combined contract. The annual cost of all components combined into one contract is \$189,244.00 annually, totaling \$567,732.00 over 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 Infrastructure and Security account in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the renewal of Darktrace Security Services from Darktrace Limited of Cambridge, UK for an annual cost of \$189,244.00, totaling \$567,732.00 over three years.



Clinton E. Gabbard
President

Request to Renew
Zoom

Information

Zoom is the primary video conferencing solution used at MCC. In the last year, more than 9,500 Zoom meetings have been conducted with more than 64,000 participants. This represents almost 50,000 hours of Zoom use.

MCC's Zoom licensing contract is scheduled to renew on October 31, 2024. This new service contract includes the following features:

- Full licenses for all employees and current students
- 10TB of online storage space for recordings
- 6 Zoom Room licenses
- 3 webinar licenses for large meetings (up to 1,000 participants)

The renewal cost for one year of Zoom licensing is: \$46,543.90.

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 Client Technology Services account in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the renewal of Zoom for one year with Zoom of San Jose, CA for \$46,543.90.



Clinton E. Gabbard
President

Request to Purchase
Building Automation Controls for HVAC

Information

The College has recognized the need to upgrade heating and cooling controls in Building E, as the current system is nearing the end of its operational life. The obsolete controls for the VAV/FPB boxes cannot be repaired because the manufacturer no longer provides parts or service. Ensuring proper heating and cooling is a critical infrastructure issue.

This purchase includes all necessary labor and new control equipment such as retrofitting, reconditioning, and updating 45 VAV/FPB boxes with new wireless controls. It will also involve installing wireless zone sensors and upgrading the existing operational software. These improvements are expected to provide energy cost savings by reducing usage.

Trane USA Inc. is the sole distributor of Trane Tracer SC+ equipment in our area. Trane equipment is the only solution that meets the technical requirements to integrate with the College's existing Trane building automation system, and Trane Technologies also handles our service and warranty repairs.

This purchase is exempt from bidding requirements as stated in the Illinois Public Community College Act Chapter 110 ILCS 805/3-27.1, exemption (l) which reads, "contracts for goods or services which are economically procurable from only one source, such as for the purchase of magazines, books, periodicals, pamphlets and reports, and for utility services such as water, light, heat, telephone or telegraph" and 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 Operations and Maintenance Fund 02, in the amount of \$259,239.00.

Recommendation

It is recommended that the Board of Trustees approves the purchase of Building Automation Controls for HVAC from Trane USA Inc. of Willowbrook, IL for \$259,239.00.



Clinton E. Gabbard
President

Request to Approve
Contract for Controls Support and Equipment Service

The College has identified the need for preventive maintenance and programming updates on 267 HVAC devices licensed from Trane Technologies. This contract will also include eight hours of monthly Building Automation System (BAS) programming and maintenance for both the Trane BAS and Trane HVAC units.

The College is seeking approval for a new contract to provide these essential HVAC support services. The proposed contract will span three years (October 1, 2024 - September 30, 2027), with the option to extend for an additional two years.

This purchase is exempt from bidding requirements as stated in the Illinois Public Community College Act Chapter 110 ILCS 805/3-27.1, exemption (l) which reads, "contracts for goods or services which are economically procurable from only one source, such as for the purchase of magazines, books, periodicals, pamphlets and reports, and for utility services such as water, light, heat, telephone or telegraph" and 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 Facilities Contract Maintenance Services Account in the Operations and Maintenance Fund 02.

The yearly contract price is as follows:

Year 1 Price:	\$40,440.00
Year 2 Price:	\$42,058.00
Year 3 Price:	\$43,740.00
Year 4 Price:	\$45,490.00
Year 5 Price:	\$47,309.00
Total 5-Year Cost	\$219,037.00

Recommendation

It is recommended that the Board of Trustees approves a five-year Contract for Controls Support and Equipment Service from Trane USA Inc. of Willowbrook, IL for \$219,037.00.



Clinton E. Gabbard
President

Request to Approve
Deaf Services Contractual Support for Sign Language Interpretation

Information

To provide equal access to the Deaf students currently enrolled at McHenry County College, it is necessary to provide sign language interpretation during the classes and campus events that these students attend. Sign language interpretation is a reasonable accommodation under Title II of the Americans with Disabilities Act Amendments Act of 2008 and Section 504 of the Rehabilitation Act of 1973, which prohibit discrimination against otherwise qualified individuals with disabilities.

The College uses a primary company for sign language interpretation services, as well as independent sign language interpreters to meet demand. The primary company used is Lester and Rosalie Anixter Center (d/b/a Chicago Hearing Society), whose mission is "Providing Communication Access; Hearing Assistive Technologies; and Support Services for Persons who are Deaf, Blind, and Hard of Hearing." The independent interpreters vary and individually may exceed \$25,000.00 annually depending on need and availability.

In all cases, contracted interpreters are licensed by the Illinois Deaf and Hard of Hearing Commission at the Intermediate, Advanced, or Master Levels, in compliance with the Illinois Interpreter for the Deaf Licensure Act of 2007. Sign language interpreters are highly skilled and specialized professionals. There is currently a shortage of available interpreters, especially for in-person interpretation, which may require payment of travel expenses. In contracting for interpretation services, McHenry County College will strive to meet the legally mandated accommodation needs of its Deaf students in the most cost-effective way among the available interpreters.

Based on the currently enrolled Deaf students' varying class schedules and amount of credit hours, McHenry County College estimates the total sign language interpretation fees for FY 2024-25 to be \$150,000.00.

These highly specialized services are exempt from bidding requirements, as stated in the Illinois Public Community College Act, 110 ILCS 805/3-27.1, exemption (a), which reads, "contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part[.]"

This expense is budgeted in the 01-3020-303036 account in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the 2024-2025 projected expense of \$150,000.00 and not to exceed an annual amount of \$175,000.00 for the above-described providers of sign language interpretation services when needed to provide reasonable accommodation and equal access to the Deaf students at McHenry County College.



Clinton E. Gabbard
President

Request to Purchase
Upgraded Room Scheduling and Planning Software

Information

McHenry County College has used Ad Astra, a leading provider of room and course scheduling software, for over a decade. Through Ad Astra's user interface, the College has conveniently scheduled classrooms and meeting spaces. As the quantity of rooms scheduled and the complexity of needs in each room continue to grow, there is a need to expand Ad Astra's software support to include "smarter scheduling". This new and enhanced architecture is more accessible and scalable, and provides a more intuitive user experience for event and scheduling team members, as well as other employee users.

Ad Astra's upgraded room scheduling and planning software, called "Essential Scheduling," will replace its existing product and give MCC additional functionality for both academic/course and event scheduling. Benefits of upgrading this software will include:

- Ability to review historic enrollment and course offering trend analysis to forecast current need
- Easy section scheduling and editing to include room and faculty assignments
- Room scheduling that includes additional resource allotments and seat fill percentages
- Updated and dynamic reporting capabilities
- Event scheduling that is completely redesigned to include: approval workflows; dynamic event request and space rental forms; a centralized calendar that can be shared with external stakeholders; and a mobile-first user experience

Ultimately, the use of Ad Astra's upgraded room scheduling and planning system will give MCC leadership real-time data and recommendations to improve course scheduling that will maximize both sections available to students and room use across campus.

Given the long-term use of this system, the College is requesting a five-year combined contract. The first-year cost (including a one-time implementation fee) is \$46,000.00, with each subsequent year's cost decreasing, for a total five-year contract cost not to exceed \$189,138.27.

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 Advancement and Development account in the Education Fund.

Recommendation

It is recommended that the Board of Trustees approves the purchase of upgraded Room Scheduling and Planning Software from Ad Astra of Overland Park, KS for a first-year cost of \$46,000.00, and not to exceed \$189,138.27 over five years.



Clinton E. Gabbard
President

Request to Grant Honorary Legacy Status

Information

James Yester, Campus Police Sergeant, has submitted his intent to retire with his last date worked as September 30, 2024. He has been a valuable member of the College community and at his leaving, will have over nine years of full-time service to the College.

Recommendation

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



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	9/3/2024	Alyssa Hodges	Administrative Assistant II	R
CON	9/3/2024	Taylor DeStefano	Emergency Medical Science Trainer	R
CON	9/3/2024	Marissa Sanchez	Emergency Medical Science Trainer	R
CON	9/3/2024	Rachel Andrewson	Emergency Medical Science Trainer	R
STA	9/3/2024	Neil Ramon	Dishwasher, Warewashing, and Sanitation	R
STA	9/9/2024	Mercedes Jacquez	Administrative Assistant II – Facilities Management	T
ADJ	9/9/2024	Daniel Guerra	Instructor, Manufacturing & Advanced Technology	R
ADJ	9/12/2024	Maricella Garza	Instructor, Business, Social Sciences, and Public Services	A
CON	9/16/2024	Dylan May	Projects Associate	N
STA	9/18/2024	Erik Mitchell	Coordinator of Financial Aid	R
STA	9/23/2024	Michael Orlando	Maintenance Generalist II	T

Through September 16, 2024

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	8/28/2024	Sue Krenz	Events Coordinator

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
POLICE	9/30/2024	James Yester	Campus Police Sergeant

Through September 16, 2024

Friends of MCC Foundation Update

Scholarship Applications

The Friends of MCC Foundation transitioned to a new scholarship application system on September 10. The new platform will provide an enhanced user experience for students and more administrative flexibility for the Foundation. In the first seven days, over 200 scholarship applications were started on the new site. Scholarship applications for the Spring 2025 semester are open through October 8. Students may apply online by visiting www.mchenry.edu/scholarships. The Foundation hosted Scholarship Days on September 23 and 24, which give students an opportunity to use computers set up in the MCC Commons and receive help from the Foundation team in starting or completing their scholarship applications.

University Center at MCC Scholarships

The Friends of MCC Foundation awarded \$41,000 in scholarships to 65 students attending the new University Center at MCC in Woodstock. As an inaugural enrollee at the University Center at MCC, every student was awarded a scholarship to recognize this monumental occasion. The Foundation worked with financial aid departments from Aurora University, Northern Illinois University, Roosevelt University, and Southern Illinois University to apply the funds to student accounts. This one-time scholarship may be used for the Fall 2024 semester. These scholarships were made possible through proceeds from the 2023 President’s Dinner. The Foundation is working on making additional scholarships available to MCC students who plan to continue their education at the the University Center.



Foundation Board Member, Ann Schirk, signs scholarship checks.

Ride for Student Success

Iron 7 Motorcycle Club hosted its 3rd annual Ride for Student Success on Saturday, August 24. This event is organized by MCC Employee, Russ Shafer, to give back to MCC students. The event welcomed over 70 riders and raised over \$3,200 for student scholarships at McHenry County College. The proceeds support scholarships for both the Motorcycle Technician Training program and the Arts program. Event organizers plan to grow this fundraiser and provide additional support for Career Spark scholarships.



Board and Committees Appreciation Event

The Friends of MCC Foundation hosted a Board and committee appreciation event at Kishwaukee Brewing Co. on Thursday, September 12. This event welcomed over 30 guests who donate their time and resources to support MCC students. It was a great night to thank attendees for their commitment to MCC students and show appreciation for their generosity. It is also a welcomed opportunity for the Foundation Board and committee members to interact with MCC leadership.



Education to Empowerment

The Education to Empowerment (E2E) Mentoring Committee hosted a mentoring event on Tuesday, August 27 at Lou Malnati's in Lakewood. This event provides the E2E scholarship recipients and their mentors an opportunity to meet and get to know each other better, while enjoying great food and fun conversations. The evening included learning about the transfer process from MCC's Coordinator of Articulation and Transfer, Julie Sherwood. Executive Director of the University Center, Kailley Harmon, also provided information about the new University Center at MCC. Currently, four E2E scholarship recipients intend to enroll for degrees at the University Center.



E2E Scholarship Recipients and their mentors at Lou Malnati's.

E2E will host its annual Women's Fall Luncheon, EmpowHER, on Thursday, October 3 at The District in Richmond, IL. This event is open to the public and raises funds for E2E scholarships. The event anticipates 150 guests and will feature a silent auction, lunch, and stories of impact. Registration is open at www.mchenry.edu/rsvp.

2024 President's Dinner

Save the date for the President's Dinner which will take place on Friday, October 25 on MCC's main campus.

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 Integrated English Literacy and Civics Education (IELCE)	This grant provides operational support for Spanish language instruction and citizenship preparation classes and is designed to support successful entry into the United States workforce.	\$13,300	Jared List, Executive Director of Adult Education
IGEN Lead Member Project	As a Lead IGEN Member, MCC receives \$15,000 in funding each year - \$10,000 is used as a salary offset for the Director of Sustainability, and the remaining \$5,000 will fund student/employee travel to conferences, as well as supplies for Earth Month events.	\$15,000	Kim Hankins, Director of Sustainability
Illinois Green Economy Network (IGEN) – Renewable Energy Competitive Grant Request (HVAC)	MCC received funding to update the HVAC curriculum to comply with new EPA standards, as well as developing and providing training to current HVAC professionals operating in compliance with EPA Section 608 certification. A personal enrichment course for interested homeowners will share information about how the new standards may impact energy efficiency and home heating/cooling costs.	\$47,946	Kim Hankins, Director of Sustainability
IGEN – Renewable Energy Competitive Grant Request (LED)	With funding from this project, MCC will continue to update lighting throughout the College by installing more efficient LED bulbs. In addition, the Sustainability Department will help instructors incorporate energy-efficiency information in their curricula and will update MCC’s sustainability walking tour, available to students and the public.	\$24,000	Kim Hankins, Director of Sustainability

PENDING APPLICATIONS

Funding Source	Brief Description	Amount Requested	Status	Expected Notification
Illinois Department of Agriculture Resilient Food Systems Infrastructure Program	This initiative offers funding for the middle of the food supply chain – aggregation, processing, storing, and other activities to support the distribution of local and regional food products. MCC submitted an application to establish a shared kitchen and storage space for small farmers in the area.	\$593,975	Pending	October
Chicago Community Trust	Food:Land:Opportunity, funded through Searle Funds at the Chicago Community Trust, will provide continued operational support to the Center for Agrarian Learning.	\$200,000	Pending	October
Gene Haas Foundation	The Foundation’s primary goal is to build skills in the machining industry by providing scholarships for credit and noncredit students in CNC machine technology and other related fields.	Award amount determined by funder	Pending	October
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.	\$50,231	Pending	October
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 providing immediate financial support to help address emergency expenses.	\$10,000	Pending	November
Greater Chicago Area Manufacturing Partnership (GCAMP)	GCAMP provides funding to help develop the future of manufacturing through innovative career exploration programs, particularly for children in middle school and younger, with a focus on promoting diversity, equity, and inclusion. MCC developed a request for the Kids and College program.	\$7,800	Pending	November
U.S. Department of Education Student Support Services	The Student Support Services program provides academic and other support to help increase the number of low-income college students, first-generation college students, and college students	\$273,000 per year for five years	Pending	May

Funding Source	Brief Description	Amount Requested	Status	Expected Notification
	with disabilities who successfully complete a postsecondary program of study.			

APPLICATIONS IN DEVELOPMENT

Funding Source	Brief Description	Estimated Request	Status	Application Due Date
ICCB Innovative Bridge and Transition Grant	The IBT program supports the seamless transition of students to and through postsecondary education (to the baccalaureate level) and into employment, with a particular focus on programs that support transitions for individuals with disabilities and those that promote equity and diversity among those served.	TBD	In development	October 8
IBHE 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. MCC will request funding for additional training equipment to support an additional cohort of students in the program.	TBD	In development	October 14
ICCB Noncredit Workforce Training Initiative	The goals of this initiative are to strengthen noncredit offerings by increasing responsiveness to employer needs and workforce shortages through building capacity and strengthening the impact of noncredit workforce training at community colleges.	\$105,000	In development	October 15
ICCB Expansion of ESL Services	The intent of this project is to expand capacity for English language services for Adult Education providers, specifically to support new arrivals to the U.S. and aid their transition. Programs will offer technology for students to access remote learning and provide wraparound services to retain new learners.	Up to \$50,000	Under consideration	December 1
ICCB Digital Instruction for Adult Education	This grant provides funding for Adult Education providers to improve their technology infrastructure, support technology integration in the classroom, and improve distance learning options for adult learners.	Up to \$75,000	Under consideration	December 1

Funding Source	Brief Description	Estimated Request	Status	Application Due Date
Nuts, Bolts, and Thingamajigs	The NBT Foundation awards grants to host summer manufacturing camps that introduce middle and high school students to modern manufacturing career choices.	\$2,000 per camp	Planned	December 1

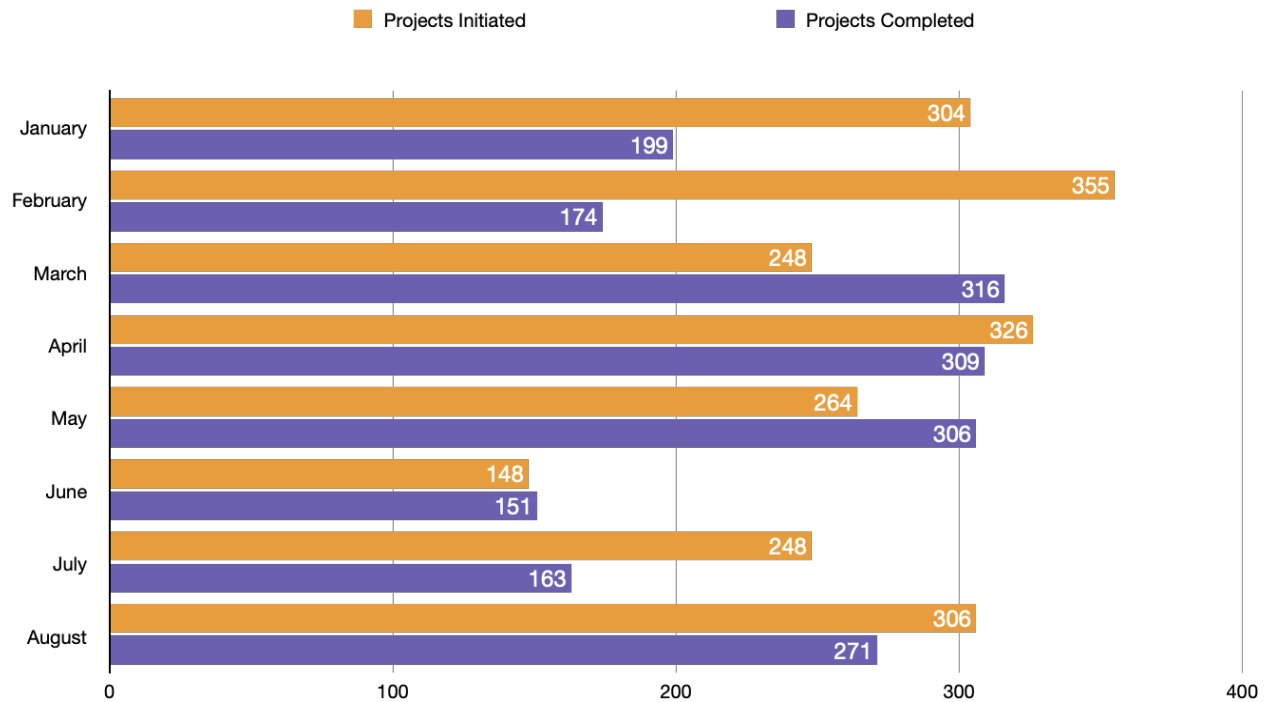
Office of Marketing and Public Relations Update

Information

The goal of MCC’s Office of Marketing and Public Relations (OMPR) is to grow MCC’s student enrollment, strengthen MCC’s identity in the community, and share MCC’s stories. Services that OMPR provides to the College:

- Brand development
- Copywriting and editing
- Event marketing and support
- Graphic Design
- Illustration
- Information campaigns
- Interactive content
- Photography
- Video production and motion graphics
- Publicity
- Script development
- Social media
- Web design and programming

Marketing Project Stats



Current High-level College Marketing Initiatives:

- Spring 2025 enrollment campaign mailings and communications
- Catalyst Campus location and program renaming, promotion, and support

- Updated branding, materials, and promotional approach for Career Spark, Talent Impact, and Community Enrichment centers
- Foglia Center for Advanced Technology and Innovation (CATI) recruitment efforts and support
- Liebman Institute for Science Innovation (LISI) branding, promotion, and special event support
- Griffin Museum of Science and Industry (MSI) at MCC branding, promotion, and launch support
- University Center at MCC branding, promotion, and recruitment support
- President’s Dinner 2024 marketing support

Monthly Releases and Features*

The following releases and feature stories were submitted to local and regional media outlets from August 28, 2024—September 16, 2024.

- Meet MCC Instructor and Golden Jungle Author Jim Stockwell at Barnes and Noble Book Signing September 7
- McHenry County College debuts cutting-edge Foglia Center for Advanced Technology and Innovation, strengthened by Griffin Museum of Science and Industry partnership
- MCC Announces Q4 Schedule of Catalyst Campus Classes
- MCC to Host Showing of *Saving Walden’s World* October 9

**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.

Workforce Development Update

Information

This month's Workforce Development Update introduces John Mink, the new Illinois Small Business Development Center (ISBDC) Manager, and provides an overview of recent ISBDC activities. The ISBDC is one of five centers that comprise the MCC's new Catalyst Campus.

About the ISBDC

Grant-funded Illinois Small Business Development Centers are located throughout the state and provide information, confidential business guidance, training, and other resources for start-ups and existing small businesses. No-cost services available at each local center include one-on-one business advice and management assistance, guidance in the development of business plans, help accessing market information and the development of marketing plans, preparation for business financing, assistance with financial analysis and planning as well as specialized services in technology, innovation, and entrepreneurial development. The ISBDC at MCC is funded in part through a cooperative agreement with the U.S. Small Business Administration, the Illinois Department of Commerce and Economic Opportunity, and McHenry County College.

Welcome John Mink

John Mink joined the ISBDC at MCC on August 19. Mink brings a wealth of business and leadership experience to our community. Leading several global supply chain transformations, Mink brings with him distinctive competencies that have significantly improved balance sheets and profitability, not only to his employers, but to many customer and vendor partners alike. Using a holistic and curious approach, he has been able to quickly identify root causes and facilitate solutions coupled with team development to improve business outcomes.

Holding a B.S. in Marketing from NIU and an M.B.A. from DePaul University, Mink has spent much of his career leading global supply chains at Motorola, Brightstar, Zebra Technologies, Orica, and most recently, HydraForce (now Bosch-Rexroth). Passionate about making supply chains a competitive advantage, Mink has authored and published the supply chain book, "Forecasting with Out-liars", which are several short stories about the pitfalls and opportunities to better plan a business and achieve better financial outcomes. He now wants to leverage his experience to help local businesses develop, grow, and thrive. Mink is joined in the ISBDC by Melissa Freundt who provides administrative support to the center and other Workforce Development programs.

**Serving Women and Minority Owned Businesses**

The MCC Women's Entrepreneurial Roundtable Group was formed four years ago under the guidance of the ISBDC with funding support from the CARES Act. The Roundtable supports women-owned business leaders seeking a space to confidentially share business issues with peers, discuss best practices, and develop opportunities to learn. Strong connections and bonds have been formed through these regular

virtual meetings that are facilitated by ISBDC Advisor, Sue Dobbe. In addition to the regular virtual meetings, the members work collaboratively to host networking events that bring awareness to the work of the Roundtable and help to recruit new members. *Women Inspire*, the next special in-person event, will be held from 4-7 p.m. on October 2 at the Catalyst Campus in Woodstock. During the event, several leaders from women-owned businesses will share their personal experience in best practices, tips, and long-term strategies. Topics will cover the retail experience, branding, leadership, entrepreneurship, and performance review preparation. Each presenter will host a roundtable to allow specific topics to be covered. Women in business, students, and emerging entrepreneurs are invited to attend at no charge – reservations are required as space is limited.

Celebrating Client Success

While the services of the ISBDC are completely confidential, many clients are eager to share their positive experiences.

Chef Joanne Thomas has been cooking for more than 40 years, even though she's only in her early 50s. Before Thomas went on to start her own catering business, sell a variety of gourmet goods, and do cooking demonstrations across the country, it was her mother who inspired her love of cooking at an early age. Throughout her childhood, Thomas created original recipes to compliment the dishes her mother made, watching every step closely as she prepared meals.



Thomas received her education at Farragut Career Academy, then went on to serve in the United States Marine Corps where she was first introduced to production cooking. After finishing her time in the service, Thomas went on to complete multiple certificates and degrees in culinary arts, pastry arts, and restaurant management, finishing her bachelor's degree at the Art Institute. "I was created to do hospitality," she said. "I love creating high-quality environments and services that treat customers with warmth, empathy, and professionalism. And I love cooking for people." Thomas worked in both the front and back of house in casual and fine dining restaurants, banquet halls, hospitals, schools, and more. In 2006, she started a catering business, Serenity Catering by Chef Joanne, as a part-time hobby.

During the pandemic in 2020, Thomas lost her job as an executive chef. It was then that she decided to relaunch and rebrand her business. In her search for small business support, she found MCC's ISBDC. "They helped me get my business certified through the State of Illinois and assisted with financial planning," she said. "We walked through my business plan and went over spreadsheets for various financial needs, employee reporting, and sales reporting. They assisted me in pinpointing every dollar to successfully run my business. We met weekly for a while and then monthly to ensure I had everything I needed." Along the way, Thomas was partnered with a specific culinary industry advisor who could also understand the unique elements of her business. "Depending on your field, you may have someone that can not only give you the basics of business, but can speak to the experience as well," she said. "I would absolutely recommend the ISBDC to other entrepreneurs."