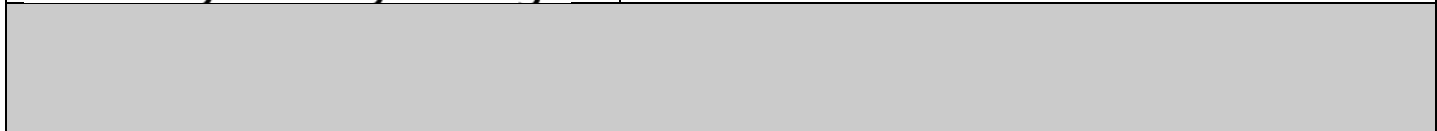




# Student Affairs Directory



<b>Dept.</b>	<b>Admissions</b>	<b>(815) 455-8530</b>	<b>A260B</b>
<b>Functions:</b>	<i>Please note that the Admissions office is <b>not</b> the “first step for potential students”. See: <b>Recruitment</b></i> <ul style="list-style-type: none"> <li>• Process MCC New Student Enrollment Form</li> <li>• Mail New Student Information letter</li> <li>• Evaluate high school transcripts, enter ACT Information into database</li> <li>• Enter placement test scoring into database</li> <li>• International student admission and certifying officials</li> </ul>		
<b>Staff:</b>	Ann Karman, New Student Enrollment Specialist	ext. <b>7782</b>	A260B
	Judy Johnson, Admissions Processor	ext. <b>8530</b>	A260B
<b>Director:</b>	Marianne Devenny, Director of Enrollment Services	ext. <b>8716</b>	A260
<b>Secretary:</b>	Susan Zingrone, Secretary to the Director of Enrollment Services	ext. <b>8767</b>	A258
<b>Dept. Head:</b>	Lesley Frederick, Dean of Students	ext. <b>8734</b>	A252
<b>Secretary:</b>	Beth Pecoraro, Secretary to the Dean of Students	ext. <b>8696</b>	A252

<b>Dept.</b>	<b>Advising</b>	<b>(815) 479-7565</b>	<b>A262</b>
<b>Functions:</b>	<ul style="list-style-type: none"> <li>• New student orientation session required for all degree seeking/full-time students <ul style="list-style-type: none"> <li>◦ Students will work with an Academic Advisor to choose and register for first semester classes at orientation</li> </ul> </li> <li>• Parent Orientation sessions offered for parents of students beginning fall and spring semesters</li> <li>• Academic advising</li> <li>• Develop education plans for students</li> <li>• Transfer planning</li> <li>• Advise Running Start students</li> <li>• Provide transfer seminars for MCC 101, The College Experience course</li> </ul>		
<b>Staff:</b>	(Open), Receptionist, Student Services	ext. <b>7565</b>	A262
	Roxann Schutz, Secretary, Student Services	ext. <b>7820</b>	A262
	Liz Sherwood, Coordinator of Advising & Transfer Center	ext. <b>7758</b>	A262
	Ben Allen, Academic Advisor, FT	ext. <b>8554</b>	A262
	Sheryl McGowan, Academic Advisor, PT	ext. <b>7576</b>	A262
	Rachel Najdzin, Academic Advisor, FT	ext. <b>7674</b>	A262
	Purvi Patel, Academic Advisor, PT	ext. <b>7797</b>	A262
	Jyoti Rao, Academic Advisor, FT	ext. <b>7621</b>	A262
<b>Dept. Head:</b>	Flecia Thomas, Dean of Student Success	ext. <b>7620</b>	A262
<b>Secretary:</b>	Rose Mikulski, Secretary to the Dean of Student Success	ext. <b>8917</b>	A262

<b>Dept.</b>	<b>Athletics</b>	<b>(815) 455-8580</b>	<b>A109</b>
<b>Functions:</b>	<ul style="list-style-type: none"> <li>Offer 8 sports available for students to participate in</li> </ul>		
<b>Director:</b>	Wally Reynolds, Director of Athletics, Intramurals & Recreation	ext. <b>8547</b>	A109
<b>Secretary:</b>	Patty Domin, Athletics, Intramurals and Recreation Program Assistant	ext. <b>8580</b>	A109
<b>Staff:</b>	Tom Kruse, Athletics Assistant for Event Management and Special Projects	ext. <b>8580</b>	A109
<b>Dept. Head:</b>	Lesley Frederick, Dean of Students	ext. <b>8734</b>	A252
<b>Secretary:</b>	Beth Pecoraro, Secretary to the Dean of Students	ext. <b>8696</b>	A252

<b>Dept.</b>	<b>Career Services</b>	<b>(815) 455-8940</b>	<b>A262</b>
<b>Functions:</b>	<ul style="list-style-type: none"> <li>Provide job (resume writing, interviewing skills and internet based job searches) assistance to MCC students and alumni</li> <li>Inform students about internship opportunities</li> <li>Provide on-campus employer visits</li> </ul>		
<b>Staff:</b>	Frank Lanko, Coordinator of Career Services	ext. <b>8576</b>	A262
<b>Secretary</b>	Roxann Schutz, Secretary, Student Services	ext. <b>7820</b>	A262
<b>Dept. Head:</b>	Flecia Thomas, Dean of Student Success	ext. <b>7620</b>	A262
<b>Secretary:</b>	Rose Mikulski, Secretary to the Dean of Student Success	ext. <b>8917</b>	A262

<b>Dept.</b>	<b>Counseling</b>	<b>(815) 455-8765</b>	<b>A262</b>
<b>Functions:</b>	<ul style="list-style-type: none"> <li>Personal counseling associated with academic issues</li> <li>Referrals to community for therapy</li> <li>Career counseling</li> <li>Students with 12 or more credit hours attempted and a cumulative G.P.A. below 2.0 are required to meet with a counselor to develop success plan and select courses prior to registration</li> <li>face2face is an early intervention program designed to help students succeed at MCC</li> <li>Offer transferable Personal Development courses</li> </ul>		
<b>Staff:</b>	Patricia Meyers, Receptionist, Student Services	ext. <b>8765</b>	A262
	Roxann Schutz, Secretary, Student Services	ext. <b>7820</b>	A262
	Luisa Lauf, Counselor	ext. <b>8918</b>	A262
	Amy Taylor, Counselor	ext. <b>8907</b>	A262
	Dory Thompson, Counselor and Coordinator of MCC 101	ext. <b>8574</b>	A262
	Patricia Zokal, Counselor	ext. <b>8906</b>	A262
	Chris Lozier, Adjunct Counselor	ext. <b>7729</b>	A262
	Melissa Ochwat, Adjunct Counselor	ext. <b>7729</b>	A262
	Ellen Zimmerman, Adjunct Counselor	ext. <b>7898</b>	A262
<b>Dept. Head:</b>	Flecia Thomas, Dean of Student Success	ext. <b>7620</b>	A262
<b>Secretary</b>	Rose Mikulski, Secretary to the Dean of Student Success	ext. <b>8917</b>	A262

<b>Dept.</b>	<b>Dean of Students</b>	<b>(815) 455-8696</b>	<b>A252</b>
<b>Functions:</b>	<ul style="list-style-type: none"> <li>Oversight of Athletics, Enrollment Services, Financial Aid, Recruitment, Student Life, Multicultural Affairs and Volunteer Work Experiences</li> <li>Student Code of Conduct</li> </ul>		
<b>Dept. Head:</b>	Lesley Frederick, Dean of Students	ext. <b>8734</b>	A252
<b>Secretary:</b>	Beth Pecoraro, Secretary to the Dean of Students	ext. <b>8696</b>	A252

Dept.	<b>Financial Aid</b>	<b>(815) 455-8761</b>	<b>A256</b>
Functions:	<ul style="list-style-type: none"> <li>• Provide applications and assistance with the Free Application for Federal Student Aid (FAFSA)</li> <li>• Explain Financial Aid options including: <ul style="list-style-type: none"> <li>○ Pell Grant</li> <li>○ MAP Grant</li> <li>○ Stafford Student Loans</li> <li>○ Federal &amp; Illinois Veterans' benefits</li> <li>○ Scholarships</li> <li>○ Work Study program</li> </ul> </li> </ul>		
Staff:	Laura McGee, Director of Financial Aid & Veterans Services	ext. <b>8943</b>	A256
	Leana Davis, Work Study & Outreach Specialist	ext. <b>7661</b>	A256
	Carolynn Gray, Financial Aid Specialist, Scholarships	ext. <b>8911</b>	A256
	Lynn McCabe, Financial Aid Specialist, Veterans	ext. <b>8763</b>	A256
	Annette Roewer, Financial Aid Assistant	ext. <b>8761</b>	A256
	Maria Tech, Financial Aid and MCC Promise Specialist	ext. <b>7663</b>	A256
Dept. Head:	Lesley Frederick, Dean of Students	ext. <b>8734</b>	A252
Secretary:	Beth Pecoraro, Secretary to the Dean of Students	ext. <b>8696</b>	A252

Dept.	<b>MCC 101</b>	<b>(815) 455-8539</b>	
Functions:	<p>All full-time first-year students must successfully complete MCC 101 in their first year at MCC unless they have:</p> <ul style="list-style-type: none"> <li>• Previously earned at least 24 semester hours of college credit at another college with a 2.00 cumulative grade point average; or</li> <li>• Successfully completed a course equivalent to MCC 101 at another college. The course must be documented on a college transcript; or</li> <li>• As a High School Plus student at MCC successfully completed at least 24 semester hours of college credit with a 2.00 cumulative G.P.A.</li> </ul>		
Staff:	Dory Thompson, Counselor and Coordinator of MCC 101	ext. <b>8574</b>	A262
Dept. Head:	Flecia Thomas, Dean of Student Success	ext. <b>7620</b>	A262
Secretary	Rose Mikulski, Secretary to the Dean of Student Success	ext. <b>8917</b>	A262

Dept.	<b>Recruitment</b>	<b>(815) 479-7732</b>	<b>A260</b>
Functions:	<p><i>Speaking with one of the recruiters is the <b>first step</b> in the MCC process.</i></p> <ul style="list-style-type: none"> <li>• First contact for potential students: <ul style="list-style-type: none"> <li>○ In-person</li> <li>○ Phone conversation</li> <li>○ E-mail correspondence</li> <li>○ High School visit by the recruiter</li> </ul> </li> <li>• <b>Part-time</b> (less than 11 credit hours) students will remain in contact with the recruiter through registration for the first semester. After that, the student will seek assistance with the Advising Department.</li> <li>• <b>Full-time</b> (12 or more credit hours) students will need to attend a New Student Orientation. At orientation, students will meet with their Academic Advisor and register for classes.</li> </ul>		
Staff:	Kellie Carper-Sowiak, Coordinator of <i>High School</i> Recruitment	ext. <b>8670</b>	A260
	Helen Jost, Coordinator of <i>Adult</i> Recruitment	ext. <b>8914</b>	A260
	Eric Rodriguez, <i>Multicultural</i> Recruiter, PT	ext. <b>7871</b>	A260
	Kim "Hoss" Johnson, <i>Athletic</i> Recruiter	ext. <b>8543</b>	A109
Dept. Head:	Lesley Frederick, Dean of Students	ext. <b>8734</b>	A252
Secretary:	Beth Pecoraro, Secretary to the Dean of Students	ext. <b>8696</b>	A252

<b>Dept.</b>	<b>Registration/Records</b>	<b>(815) 455-8588</b>	<b>A258</b>
<b>Functions:</b>	<p><b>Registration:</b></p> <ul style="list-style-type: none"> <li>• Register students for classes</li> <li>• Process payments for classes/tests</li> <li>• Withdrawals</li> <li>• Process MCC Transcript request</li> <li>• Enrollment verification (for insurance purposes)</li> </ul> <p><b>Records:</b></p> <ul style="list-style-type: none"> <li>• Post grades to student's permanent record</li> <li>• Oversee grade notification to students</li> <li>• Maintain class lists</li> <li>• Course and curriculum updates to ICCB</li> </ul>		
<b>Staff:</b>	Jared Wacker, Coordinator of Records and Registration	ext. <b>8768</b>	A258
	Krista Ellis, Enrollment Processor	ext. <b>7636</b>	A258
	Martha Kuhn, Enrollment Processor	ext. <b>7630</b>	A258
	Shari Laing, Enrollment Processor	ext. <b>7634</b>	A258
	Laura Link, Enrollment Processor	ext. <b>7631</b>	A258
	John Singh, Enrollment Processor	ext. <b>7637</b>	A258
	Kathy Wood-Troyer, Enrollment Processor	ext. <b>7844</b>	A258
<b>Director:</b>	Marianne Devenny, Director of Enrollment Services	ext. <b>8716</b>	A260
<b>Secretary:</b>	Susan Zingrone, Secretary to the Director of Enrollment Services	ext. <b>8767</b>	A258
<b>Dept. Head:</b>	Lesley Frederick, Dean of Students	ext. <b>8734</b>	A252
<b>Secretary:</b>	Beth Pecoraro, Secretary to the Dean of Students	ext. <b>8696</b>	A252

### Transcript Evaluation

<b>Functions:</b>	<ul style="list-style-type: none"> <li>• Evaluate student college transcripts for transfer credit to MCC</li> <li>• Evaluate tests for MCC credit, i.e., CLEP, AP, Proficiency</li> <li>• Evaluate military transcripts for transfer credit to MCC</li> <li>• Evaluate MCC student transcript to determine if qualify for graduation</li> <li>• Chargebacks and Joint Agreements</li> </ul>		
<b>Staff:</b>	Vicki Brennan, Academic & Graduation Credentials Evaluation Coordinator	ext. <b>7632</b>	A258
	Ramona Silvester, Transcript Evaluator	ext. <b>8932</b>	A258
<b>Director:</b>	Marianne Devenny, Director of Enrollment Services	ext. <b>8716</b>	A260
<b>Secretary:</b>	Susan Zingrone, Secretary to the Director of Enrollment Services	ext. <b>8767</b>	A258
<b>Dept. Head:</b>	Lesley Frederick, Dean of Students	ext. <b>8734</b>	A252
<b>Secretary:</b>	Beth Pecoraro, Secretary to the Dean of Students	ext. <b>8696</b>	A252

### Degree Audit

<b>Functions:</b>	<ul style="list-style-type: none"> <li>• Monitor and maintain course and program articulation including IAI and CAS</li> <li>• Oversee automated degree audit (Advisor)</li> </ul>		
<b>Staff:</b>	Laurie Cubit, Articulation and Transfer Coordinator	ext. <b>8792</b>	A252D
<b>Dept. Head:</b>	Norman Salleh-Barone, Assistant Vice President of Academic and Student Affairs	ext. <b>8917</b>	A218
<b>Secretary:</b>	Stephanie Wenzel, Secretary	ext. <b>7654</b>	A218

<b>Dept.</b>	<b>Sage Learning Center</b>	<b>(815) 455-8579</b>	<b>A247</b>
<b>Functions:</b>	<ul style="list-style-type: none"> <li>• Academic assistance to students in: <ul style="list-style-type: none"> <li>○ Math</li> <li>○ English</li> <li>○ Writing</li> <li>○ Sciences,</li> <li>○ Social Sciences,</li> <li>○ Humanities</li> <li>○ Computer Sciences</li> </ul> </li> <li>• Variety of tutoring options: <ul style="list-style-type: none"> <li>○ Small group</li> <li>○ Computer-based instruction</li> </ul> </li> </ul>		
<b>Staff:</b>	Tawnja Trimble, Secretary, Sage Learning Center	ext. <b>8579</b>	A247
	Deborah Skozek, Writing/English Specialist	ext. <b>7659</b>	A247
	Robert Reass, Math Specialist	ext. <b>7791</b>	A247
<b>Dept. Head:</b>	Flecia Thomas, Dean of Student Success	ext. <b>7620</b>	A262
<b>Secretary:</b>	Rose Mikulski, Secretary to the Dean of Student Success	ext. <b>8917</b>	A262

<b>Dept.</b>	<b>Special Needs</b>	<b>(815) 455-8766</b>	<b>A257</b>
<b>Functions:</b>	<ul style="list-style-type: none"> <li>• Offers the following accommodations: <ul style="list-style-type: none"> <li>○ Tutors</li> <li>○ Test readers</li> <li>○ Classroom Aide/Notetakers</li> <li>○ Private testing</li> <li>○ Sign Language interpreter</li> <li>○ Extended testing time</li> <li>○ Alternative textbook formats</li> <li>○ Assistive equipment &amp; technology</li> </ul> </li> </ul>		
<b>Staff:</b>	Gayle Barkley, Secretary, Special Needs	ext. <b>8766</b>	A257
	Beverly Albright, Coordinator, Special Needs	ext. <b>8676</b>	A257
	Special Needs Tutors	ext. <b>7639</b>	A257
	Mary Bello, Lead Interpreter	ext. <b>7512</b>	A257
<b>Dept. Head:</b>	Flecia Thomas, Dean of Student Success	ext. <b>7620</b>	A262
<b>Secretary:</b>	Rose Mikulski, Secretary to the Dean of Student Success	ext. <b>8917</b>	A262

<b>Dept.</b>	<b>Student Life/Multicultural Programs &amp; Student Leadership</b>	<b>(815) 455-8550</b>	<b>A252</b>
<b>Functions:</b>	<ul style="list-style-type: none"> <li>• Offers the following programs/services: <ul style="list-style-type: none"> <li>○ Student Leadership</li> <li>○ Volunteer Work Experiences</li> <li>○ Campus Activities</li> <li>○ Multicultural Programs</li> <li>○ Student Organizations</li> <li>○ Student ID</li> <li>○ Wireless Internet Access</li> </ul> </li> </ul>		
<b>Staff:</b>	Sangita Patel, Receptionist, Student Life	ext. <b>8550</b>	A252
	Talia Koronkiewicz, Coordinator of Student Life & Campus Activities	ext. <b>8772</b>	A252
	Sonia Reising, Coordinator of Multicultural Programs & Student Leadership	ext. <b>7749</b>	A252
	Emily Ruth, Coordinator of Service Learning and Volunteerism	ext. <b>8536</b>	A251
<b>Dept. Head:</b>	Lesley Frederick, Dean of Students	ext. <b>8734</b>	A252
<b>Secretary:</b>	Beth Pecoraro, Secretary to the Dean of Students	ext. <b>8696</b>	A252

<b>Dept.</b>	<b>Supplemental Instruction Labs</b>		
<b>Functions:</b>	Computer labs available for supplemental instruction and course-related work		
	<b>Computer Lab A</b>	<b>(815) 455-8583</b>	<b>A127</b>
<b>Staff:</b>	Scott Hills, Lab Monitor	ext. <b>8583</b>	A127
	Wally Tucker, Lab Monitor	ext. <b>8583</b>	A127
	<b>Computer Lab E</b>	<b>(815) 455-8629</b>	<b>E108</b>
<b>Staff:</b>	Jesseca Brush, Lab Monitor	ext. <b>8629</b>	E108
	John Grasser, Lab Monitor	ext. <b>8629</b>	E108
<b>Dept. Head:</b>	(Open) Dean of Instructional Technology & Interdisciplinary Studies		
<b>Secretary:</b>	(Open)		

<b>Dept.</b>	<b>Testing Center</b>	<b>(815) 455-8984</b>	<b>A245</b>
<b>Functions:</b>	<ul style="list-style-type: none"> <li>• Proctors for the following: <ul style="list-style-type: none"> <li>○ GED</li> <li>○ Make -up exams</li> <li>○ Placement tests</li> <li>○ Proficiency tests</li> <li>○ CLEP</li> <li>○ Correspondence</li> <li>○ Telecourse tests</li> <li>○ CNA</li> <li>○ ASSET</li> <li>○ Constitution</li> <li>○ CAAP</li> <li>○ Online</li> </ul> </li> </ul>		
<b>Staff:</b>	Tom Shepard, Coordinator of Testing Center	ext. <b>7624</b>	A245
	Amanda Koenig, Testing Center Assistant	ext. <b>7544</b>	A245
	Paula Long, Testing Center Assistant	ext. <b>7544</b>	A245
	Diane Miller, Testing Center Assistant	ext. <b>7544</b>	A245
	Linda Vaughn, Testing Center Assistant	ext. <b>7544</b>	A245
	Ina Weiskopf, Testing Center Assistant	ext. <b>7544</b>	A245
<b>Dept. Head:</b>	Flecia Thomas, Dean of Student Success	ext. <b>7620</b>	A262
<b>Secretary:</b>	Rose Mikulski, Secretary to the Dean of Student Success	ext. <b>8917</b>	A262