

**Rock Valley College  
Community College District No. 511  
3301 N. Mulford Road, Rockford, IL 61114  
COMMITTEE OF THE WHOLE MEETING  
5:15 p.m. Tuesday, July 13, 2021**

**MINUTES**

*On June 25, 2021, Governor Pritzker issued the eighteenth Gubernatorial Disaster Proclamation for all counties in Illinois. Due to the COVID-19 health pandemic, Howard J. Spearman, Ph.D., president of Rock Valley College, has determined that an in-person meeting is not practical, prudent, or feasible based on the Disaster Proclamation. Under Section 7 (e) (4) of the Open Meetings Act (5 ILCS120/7(e)(4)), this meeting will be held without the physical presence of a quorum at the meeting location.*

***Meeting Location:*** Building E, Rock Valley College, 3301 N. Mulford Road, Rockford, IL 61114. Howard J. Spearman, Ph.D., president of Rock Valley College, or his designee as chief administrative officer, will be physically present at the meeting location. ***Trustees/members, citizens, faculty, and staff may attend the meeting via teleconference or videoconference.***

*Access to the Regular Board of Trustees meeting is provided via teleconference online <https://rockvalleycollege-edu.zoom.us/j/92466191072?pwd=ZlFJSdNDNUZlMFd6eUJkL3R3QndSZz09> or by phone at 312-626-6799 using Meeting ID: 924 6619 1072 Password: 220088. The meeting will include an opportunity for public comment. Any public member who would like to make a public comment can submit their public comment via email to [RVC-BoardPC@rockvalleycollege.edu](mailto:RVC-BoardPC@rockvalleycollege.edu) by 3:15 p.m. on July 13, 2021. Public comments submitted via email will be announced during the public comment portion of the meeting.*

**Call to Order**

The Committee of the Whole meeting, held virtually via videoconference, was called to order at 5:17 p.m. by Chairperson Jarid Funderburg.

**Roll Call**

The following members of the Board of Trustees were present at roll call:

Mr. Jarid Funderburg	Ms. Crystal Soltow
Mr. Paul Gorski/joined at 5:35 pm	Ms. Lynn Kearney
Mr. Bob Trojan	Mr. John Nelson/joined at 5:35 pm
Ms. Evelyn Molina, Student Trustee	

The following Trustee was absent at roll call: Ms. Gloria Cudia

Also Present: Dr. Howard Spearman, President; Mr. Ron Geary, Vice President of Academic Affairs and Campus Safety/Chief Academic Officer; Dr. Patrick Peyer, Vice President of Student Affairs; Dr. Amanda Smith, Associate Vice President of Liberal Arts & Adult Education; Ms. Gina Caronna, Associate Vice President of Science, Technology, Engineering, & Math (STEM); Ms. Ellen Olson, Executive Director of Finance /Interim Chief Financial Officer; Ms. Heather Snider, Vice President of Institutional Effectiveness & Communications; Mr. Keith Barnes, Vice President of Equity and Inclusion; Ms. Ann Kerwitz, Assistant to the President; Ms. Kris Fuchs, Assistant to the President; Mr. Rick Jenks, Chief of Police; Mr. Darin Monroe, Athletic Director; Attorney Joe Perkoski, Robbins Schwartz

## **Communications and Petitions**

There were no public comments.

## **Recognition of Visitors**

There were no visitors to be recognized.

## **Review of Minutes**

There were no comments on the minutes from the June 14, 2021 Committee of the Whole meeting.

## **General Presentations**

There were no general presentations.

## **Teaching, Learning & Communications Discussion: Board Liaison Trustee Cudia**

### **1. Enrollment Update**

Ms. Heather Snider, vice president of institutional effectiveness and communications, presented the enrollment update. Enrollment is still currently trending flat for fall 2021. Rock Valley College (RVC) still has time in that enrollment cycle; trending flat puts RVC on target for goal. New initiatives for enrollment are Exploring RVC events held every other Thursday throughout the summer. At the final Explore RVC event, there will be an opportunity for prospective and current students to come to campus and register, get information about financial aid, and get other questions answered. In addition, students can explore clubs and organizations. At the last event, the Winnebago County Health Department (WCHD) mobile vaccination unit was on campus, and RVC offered a \$300 tuition credit to students who showed proof of vaccination or were vaccinated that day. With the RVC and WCHD partnership, 143 students came and registered that they had either been vaccinated or received a vaccination that day. The health department vaccinated over 30 people, either students or community members, within two hours. The WCHD stated they usually vaccinate that number of people in a four-hour event.

Trustee Trojan commented that he would like to see in future enrollment reports the cut-off date for the end-of-semester enrollments and would like to see accumulative enrollment (+/-) as compared to what was budgeted.

### **2. Early College IGA Renewals Update**

Mr. Ron Geary, vice president of academic affairs and campus safety/chief academic officer, presented an update on the Intergovernmental Agreement (IGA) renewals for the Early College program. Mr. Geary discussed the IGA renewal process and stated that eight out of twelve IGAs had been received and are ready to be approved by RVC's Board. Mr. Geary shared a chart showing the breakdown of each high school's participation for fall 2020 and spring 2021.

Trustee Trojan stated that Mr. Geary's chart was beneficial and provided valuable information.

### **3. Discussion: Recognition of Juneteenth National Freedom Day**

Mr. Geary presented information regarding the recognition of Juneteenth National Freedom Day. Mr. Geary explained that on June 16, 2021, Governor Pritzker signed into legislation, amending the State Commemorative Dates Act, which provides that Juneteenth National Freedom Day shall be observed on

June 19 of each year as a holiday throughout the state. Mr. Geary explained three options on how the College could recognize Juneteenth as a holiday.

Discussion ensued. Trustees wanted to know what other community colleges were doing and if the documents have been attorney reviewed. Attorney Perkoski said the document had not been attorney reviewed and that other community colleges were reviewing their options, the same as RVC. Trustees agreed to have further discussions.

Trustee Trojan would like to see the pros and cons for all three options as the administration sees it, as well as the financial impact of giving employees another paid day off.

### **Finance Discussion: Board Liaison Trustee Soltow**

#### **1. Purchase Reports**

Ms. Ellen Olson, executive director of finance / interim chief financial officer, presented the purchase reports.

##### ***Purchase Report #765 A - FY22 Purchases:***

- A. Scholarships - ((External) Private Donor Scholarships)
  - 1. Northern Illinois University DeKalb, IL \$ 80,000.00 (1)\*
- B. Charter Bus Service – (Auxiliary Enterprise Funds)
  - 2. Windstar Carroll, IA \$ 100,000.00 (2)\*
- C. Software – (HEERF: General Institutional Expenses)
  - 3. Blackboard Ally Reston, VA \$ 24,500.00 (3)\*
- D. Printing – (HEERF: General Institutional Expenses)
  - 4. Action Printing Fond du Lac, WI \$ 23,210.00 (4)\*

Item B: Discussion ensued. Trustees questioned if the bus service had been bid out and if it was a flat fee bid. Ms. Olson confirmed that the bus service had been bid out, but she was unsure if it was a flat fee bid. In addition, Ms. Olson said the proposal may have come in at \$99,000, and Purchasing rounded up the item to \$100,000, but she would look into it and get proper information back to trustees. Trustee Gorski recommended using the exact amount and not to round up on the purchase report.

Item D: Trustees asked why it was being covered under HEERF funds. Ms. Olson explained that it was for the Fall 2021 Community Education / Whiz Kids class schedule that will be sent to all Winnebago and Boone County households. It is expected that HEERF funds will pay a portion of the expense because the catalog contains information on campus safety and precautions related to COVID-19. Trustees asked that Legal confirm whether this expense is eligible for HEERF funds.

##### ***Purchase Report #765 B – FY21 Advanced Technology Center (ATC) Change Orders:***

- A. Advanced Technology Center – (Operations & Maintenance Fund: ATC)
  - 1. Stenstrom and Sons Construction Rockford, IL \$ 24,513.00 (1)\*  
NOTE: The original document showed \$24,513 and was corrected on 7/27/2021 to \$24,153
- B. Advanced Technology Center – (Operations & Maintenance Fund: ATC)
  - 2. Stenstrom and Sons Construction Rockford, IL \$ 1,433.00 (2)\*

C.	Advanced Technology Center – (Operations & Maintenance Fund: ATC)			
3.	Stenstrom and Sons Construction	Rockford, IL	\$	823.00 (3)*
	Advanced Technology Center – (Operations & Maintenance Fund: ATC)			
4.	Stenstrom and Sons Construction	Rockford, IL	\$	<1,247.00>(4)*
D.	Advanced Technology Center – (Operations & Maintenance Fund: ATC)			
5.	Stenstrom and Sons Construction	Rockford, IL	\$	13,988.00 (5)*
E.	Advanced Technology Center – (Operations & Maintenance Fund: ATC)			
6.	Stenstrom and Sons Construction	Rockford, IL	\$	<3,705.00>(6)*
F.	Advanced Technology Center – (Operations & Maintenance Fund: ATC)			
7.	Stenstrom and Sons Construction	Rockford, IL	\$	1,615.00 (7)*
G.	Advanced Technology Center – (Operations & Maintenance Fund: ATC)			
8.	Stenstrom and Sons Construction	Rockford, IL	\$	946.00 (8)*
H.	Advanced Technology Center – (Operations & Maintenance Fund: ATC)			
9.	Stenstrom and Sons Construction	Rockford, IL	\$	1,553.00 (9)*
I.	Advanced Technology Center – (Operations & Maintenance Fund: ATC)			
10.	Stenstrom and Sons Construction	Rockford, IL	\$	2,054.00 (10)*
J.	Advanced Technology Center – (Operations & Maintenance Fund: ATC)			
11.	Stenstrom and Sons Construction	Rockford, IL	\$	<1,503.00>(11)*
K.	Advanced Technology Center – (Operations & Maintenance Fund: ATC)			
12.	Stenstrom and Sons Construction	Rockford, IL	\$	3,296.00(12)*
L.	Advanced Technology Center – (Operations & Maintenance Fund: ATC)			
13.	Stenstrom and Sons Construction	Rockford, IL	\$	7,350.00(13)*

Item A. Ms. Olson explained that the correct amount is \$24,153 and would be corrected.

## 2. Cash and Investment Report

Ms. Olson presented the cash and investment report. The total change in operating cash and investments since May 31, 2021 was \$7,095,163 due to receipt of the first installment of Boone and Winnebago Counties' property taxes. The \$6,524,657 change in capital funds since May 31, 2021 was again due to receipt of the first installments of the Boone and Winnebago Counties' property taxes.

### Operations Discussion: Board Liaison Trustee Kearney

#### 1. Personnel Report

Due to the absence of Mr. Jim Handley, vice president of human resources, Dr. Patrick Peyer, vice president of student affairs, presented the draft personnel report for July 2021. The administration recommends appointing five faculty with a placeholder for the executive director of college communications. There is one departure. There was no further discussion.

## **2. RVC College Events Calendar**

Dr. Peyer presented the RVC college events calendar. Trustee Kearney was happy to see that Starlight had the matinee performances and that you can see the whole Starlight schedule. Trustee Trojan wanted to know if the Center for Learning in Retirement (CLR) will be fully operational. Dr. Spearman stated CLR would be offering both in-person and online learning.

## **3. City of Belvidere Intergovernmental Agreement (IGA) Update**

Police Chief Rick Jenks presented the City of Belvidere and RVC IGA. Chief Jenks stated that this agreement specifically relates to the police operations with the Advanced Technology Center (ATC) events and police actions. Trustee Gorski wanted to know if there is a cost to this agreement, and chief Jenks stated there was no cost.

## **4. Athletic Programs Update**

### **• Division II Recommendation**

Mr. Darin Monroe, athletic director, presented the recommendation for RVC Athletics to move to Division II effective in Fiscal Year 2023. Mr. Monroe presented the proposal back in May 2021 and has since met with the RVC Foundation and RVC Booster Club. Mr. Monroe recommends funding athletic scholarships at 50% of the maximum allowable for Volleyball, Men's Soccer, Women's Soccer, Men's Basketball, Women's Basketball, Baseball, and Softball. Scholarships, totaling no more than \$300,000 in expenses per year for the next four years, will cover all tuition and fees in waivers for courses needed to earn a degree at RVC. In addition, the RVC Foundation would fundraise for an additional 15%.

Trustees Trojan and Gorski were concerned that it is a four-year commitment and asked if the funds would be distributed evenly between men's and women's sports. Mr. Monroe stated it would be distributed equally between men's and women's sports to be Title IX compliant. Dr. Spearman asked Mr. Monroe about the four-year commitment and if RVC needed, could RVC go back to Division III. Mr. Monroe responded that, yes, RVC could go back to Division III.

### **• Rock Valley College Athletics Bowling Program**

Mr. Monroe explained that the RVC Bowling program is currently entirely funded by private donors and has proven itself worthy of being a funded program by Rock Valley College. Therefore, administration would like to recommend that RVC fund up to \$20,000 in operational expenses for the RVC Bowling team effective for Fiscal Year 2022.

Trustee Kearney wanted to know if this was for both men's and women's bowling teams and that it would be compliant with Title IX. Mr. Monroe responded that during the first year both men and women can compete together and if there is an interest on both sides, they will divide into two separate teams.

### **• Rock Valley College Adding Golf as a National Junior College Athletic Association (NJCAA) Intercollegiate Sport**

Mr. Monroe explained that the RVC Athletic Department would like to add golf as an official NJCAA intercollegiate sport, bringing back one of the most successful programs in the RVC athletics history. Therefore, the administration would recommend that RVC reinstate its golf team as an official NJCAA intercollegiate sport and fund up to \$20,000 in operational expenses effective Fiscal Year 2023. The funds will cover the cost of a coaching stipend, travel, gear, and equipment for the RVC golf team. Mr. Monroe stated that the golf program would operate as a non-scholarship program.

## **5. Advanced Technology Center (ATC) Update**

Ms. Olson presented the ATC update. Ms. Olson explained the budget is \$15,415,000; budget spent to date is \$5,015,499.12; and budget approved to date is \$13,947,664.37. The remaining amount to be spent is \$8,932,165.25. The remaining amount in the budget is \$1,467,335.63.

Discussion ensued. Trustee Funderburg inquired about the ATC consultant's recommendation regarding having a 32-week course instead of a 16-week course and hiring more instructors. Dr. Spearman responded he is working with Mr. Geary and his team. Trustee Trojan inquired about a timeline regarding the Grand Opening of the ATC. Dr. Spearman said he will gather that information and provide an update to trustees.

### Other Business

#### 1. New Business

- **Revised Schedule; Board of Trustees Committee of the Whole Meetings**

Dr. Spearman explained that based on previous discussions, it was recommended to change the Committee of the Whole (CotW) meetings from the second Monday of the month at 6:30 p.m. to the second Tuesday of the month at 5:15 p.m. This change would take effect starting August 1, 2021. Regular board meetings will continue to be held on the fourth Tuesday of the month, beginning at 5:15 p.m., unless the meeting is rescheduled due to the holidays.

- **Sublease Agreement Between RVC and the Workforce Connection and Subaward Agreement Between RVC and Goodwill of Northern Illinois**

Dr. Amanda Smith, associate vice president of liberal arts and adult education, presented the sublease agreement between RVC and The Workforce Connection and two subaward agreements between RVC and Goodwill of Northern Illinois. Dr. Smith explained that The Workforce Connection and Goodwill of Northern Illinois partner with the College on grant-funded programs housed at 303 North Main Street; Rockford, IL. The agreements between RVC and Goodwill of Northern Illinois are for the One-Stop Operator and Career Service program for adult and dislocated worker services and for the Elevate Youth program. These three agreements were received too late for inclusion in the Committee of the Whole packet and have not yet been attorney reviewed. They will be sent to the College's attorneys for review so that trustees can vote on them at the July 27, 2021 regular board meeting.

- **Donation to Women's Suffrage Centennial 2020 Committee**

Dr. Spearman stated that the donation to the Women's Suffrage Centennial 2020 Committee was tabled on June 22, 2021 and brought back to the July CotW meeting for further discussion. Trustees indicated they would like to have this proposal placed on the agenda for a vote at the July 27, 2021 Board of Trustees regular meeting.

### Adjourn to Closed Session

At 6:51 p.m., a motion was made by Trustee Trojan, seconded by Trustee Nelson, to adjourn to closed session to discuss 1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees in accordance with Section 2 (c) (1); and/or 2) Collective negotiating matters per Section 2 (c) (2); and/or 3) The purchase or lease of real property for the use of the public body per Section 2 (c) (5), all in accordance with the Illinois Open Meetings Act. The motion was approved by a unanimous roll call vote.

### Reconvene Open Session

At 7:40 p.m., a motion was made by Trustee Trojan, seconded by Trustee Kearney, to adjourn the closed session and reconvene to the open session. The motion was approved by a unanimous roll call vote. No action was taken as a result of the closed session.

**Next Regular Board of Trustees Meeting**

The next Regular Board of Trustees meeting will be held on July 27, 2021, at 5:15 p.m., in the Educational Resource Center (ERC), Performing Arts Room (PAR), Room 0214.

**Next Committee of the Whole Meeting**

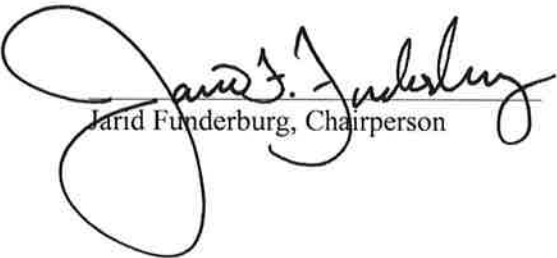
The next Committee of the Whole meeting will be held on August 10, 2021, at 5:15 p.m., in the Woodward Technology Center (WTC), Room 1308.

**Adjourn**

At 7:42 p.m., a motion was made by Trustee Kearney, seconded by Trustee Nelson, to adjourn the meeting. The motion was approved by a unanimous voice vote.

Submitted by: Tracy Luethje

  
Robert Trojan, Secretary

  
Jarid Funderburg, Chairperson