

Illinois Community College District No. 511
Rock Valley College
3301 North Mulford Road
Rockford, IL 61114

BOARD OF TRUSTEES REGULAR MEETING
5:15 p.m., May 24, 2022

MINUTES

On April 29, 2022, Governor Pritzker issued the 29th Gubernatorial Disaster Proclamation for all counties in the State of 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. Pursuant to 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, 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 Board of Trustees meeting is provided via teleconference online via <https://rockvalleycollege-edu.zoom.us/j/97024389084?pwd=cjREV2J0SXM0MVN6QVJlORkplUEMrZz09>, or by phone at 312-626-6799 using Meeting ID 970 2438 9084; Passcode: 979234. The meeting will include an opportunity for public comment. Members of the public who would like to make a public comment may submit their public comment to RVC-BoardPC@rockvalleycollege.edu by 3:15 p.m. on May 24, 2022. Public comments submitted via email prior to 3:15 p.m. on May 24, 2022 will be announced during the public comment portion of the meeting.

Call to Order

The Regular meeting of the Board of Trustees of Community College District No. 511, Winnebago, Boone, DeKalb, McHenry, Ogle, and Stephenson Counties, Illinois, convened remotely via teleconference on Tuesday, May 24, 2022. Due to the absence of Board Chair Jarid Funderburg, Board Vice-Chair Gloria Cudia called the meeting to order at 5:15 p.m.

Roll Call

The following members of the Board of Trustees were present:

Ms. Gloria Cudia	Mr. Bob Trojan
Mr. Paul Gorski	Ms. Lynn Kearney arrived at 5:18 p.m.
Mr. John Nelson	Ms. Crystal Soltow arrived at 5:25 p.m.
Student Trustee Evelyn Molina arrived at 5:19 p.m.	
Incoming Student Trustee Ryan Russell	

The following trustee was absent: Mr. Jarid Funderburg

Also in attendance: Dr. Howard Spearman, President; Dr. Amanda Smith, Vice President Liberal Arts and Adult Education/Chief Academic Officer; Mr. Jim Handley, Vice President Human Resources; Ms. Ellen Olson, Vice President Finance/Chief Financial Officer; Ms. Heather Snider, Vice President Institutional Effectiveness and Communications; Dr. Patrick Peyer, Vice President Student Affairs; Mr. Keith Barnes, Vice President Equity and Inclusion; Mr. Rick Jenks, Vice President Operations/Chief Operations Officer; Dr. Hansen Stewart, Vice President Industry Partnership and Community Engagement; Ms. Jennifer Thompson, Executive Director College Communications; Ms. Ann Kerwitz, Assistant to the President; Ms. Kris Fuchs, Assistant to the President; Attorney Matthew Gardner, Robbins Schwartz.

Communications and Petitions (Public Comment)

No public comments were received.

Recognition of Visitors

RVC President Dr. Howard Spearman recognized Ms. Evelyn Molina for her service to the College during her tenure as student trustee. As a Running Start student, Ms. Molina has been awarded her high school diploma from Belvidere North High School and an associate in science degree from Rock Valley College.

Trustees added their congratulations and accolades to Ms. Molina. Ms. Molina thanked trustees for the experience of serving with the trustees. She is very grateful for the opportunity and is looking forward to future participation in student government.

Attorney Matthew Gardner administered the oath of office to Mr. Ryan Russell, the incoming student trustee. Trustees congratulated Mr. Russell and noted that they are looking forward to working with him.

Trustee Soltow joined the meeting at 5:25 p.m.

General Presentation

Dr. Spearman introduced Ms. Sully Cadengo, president of the Rockford Regional Hispanic Chamber of Commerce. The organization launched on September 14. It is a membership-based organization of local business leaders and individuals to provide leadership that promotes and defends long-term sustainability for local Hispanic and minority residents.

Ms. Cadengo explained how the group got started, even in the midst of the COVID-19 pandemic and how it has used various resources to provide information on the Business-to-Business grant, financial literacy, business operations and technical assistance. She added that the group focuses on collaboration over competition and works closely with NW Hispanic Chamber of Commerce, the Belvidere Chamber, The Parks Chamber, and the Rockford Chamber.

The group's 2022 goals include providing business technical assistance, training programs, business education courses, community outreach and advocacy, and to grow membership. They occupy a small space but find they will need more space to accommodate new curriculum. President Spearman commented that the group had plans to meet at the Advanced Technology Center on May 25 but needed to reschedule due to the unavailability of some presenters.

Trustee Gorski asked Dr. Spearman if the College had available space for the group to use.

Closed Session

At 5:51 p.m., a motion was made by Trustee Trojan, seconded by Trustee Kearney, to adjourn to closed session to discuss: 1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting per 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); and/or 4) Litigation has been filed, is pending, or probable per Section 2 (c) (11), all in accordance with the Illinois Open Meetings Act.

The motion was approved by unanimous roll call vote.

Reconvene Open Session

At 6:07 p.m., a motion was made by Trustee Nelson, seconded by Trustee Kearney, to adjourn to open session. The motion was approved by unanimous roll call vote. No action was taken as a result of closed session.

Approval of Minutes

A motion was made by Trustee Kearney, seconded by Trustee Trojan, to approve the minutes of the April 12, 2022 Committee of the Whole meeting, and the April 26, 2022 Regular meeting.

There was no discussion. The motion was approved by unanimous roll call vote.

Action Items

1. BR 7922 – Claims Sheet

The Board Report reads in part: It is recommended that the Board of Trustees approve the claims sheets from the Ellucian check register for the period from April 1, 2022 to April 30, 2022. The total is \$1,799,948.34.

A motion was made by Trustee Gorski, seconded by Trustee Kearney, to approve Board Report 7922. The motion was approved by unanimous roll call vote.

2a. BR 7923-A – Purchase Report-A – FY22 Addendums

The Board Report reads in part: It is recommended that the Board of Trustees approve the marked items for purchase on Board Report 7923-A, Purchase Report-A.

\$ 58,000.00	A.	Condensed Curriculum Intl., Fairfield, N.J.
\$ 525,000.00	B.	Health Care Service Corporation, Chicago, IL
\$ 7,000.00	C.	Schumacher Elevator Co., Denver, CO
\$ 9,300.00	D.	Smith Oil, Rockford, IL
\$ 20,000.00	E.	NiCor, Pecatonica, IL
\$ 13,000.00	F.	Midwest Library Services, Bridgeton, MO
\$ 7,000.00	G.	AT&T, Dallas, TX

A motion was made by Trustee Gorski, seconded by Trustee Trojan, to approve Board Report 7923-A.

Chief Financial Officer (CFO) Ellen Olson reviewed changes made since the May 10 Committee of the Whole meeting. These included changes made to “B,” Health Care Service Corporation, which reduced the amount from \$800,000 to \$525,000. Ms. Olson further explained

the reasons for the increase. Changes were also made to Item E, NiCor, which increased the amount for natural gas from \$4,000 to \$20,000 due to the rate increase in natural gas prices.

In response to a question from Trustee Kearney on the estimated future cost to the College for natural gas, CFO Olson explained that is being worked on now, but numbers are not available.

In response to a question from Trustee Nelson asking if anyone asked the library if they needed more than \$13,000, President Spearman explained that the College follows a process that allows library personnel to request an increase if they need additional supplies, and an additional request has not been submitted.

The motion was approved by unanimous roll call vote.

2b. BR 7923-B – Purchase Report-B – FY22 Purchases

The Board Report reads in part: It is recommended that the Board of Trustees approve the marked items for purchase on Board Report 7923-B, Purchase Report-B.

A motion was made by Trustee Gorski, seconded by Trustee Trojan, to approve the Amended Purchase Report B that was sent to trustees earlier in the day.

President Spearman further explained that at the May 10 Committee of the Whole meeting, trustees suggested that due to the \$30 difference in the top two bidders, they would like to award Item C, replacement of 28 LED fixtures at Starlight Theatre, to Sound Concepts of Rockford, IL, the second lowest bidder. Because Administration followed the process and recommended the lowest bidder, Full Compass Systems in Madison, WI, the trustees needed to make a motion if they wanted to change the award to Sound Concepts.

Upon the advice of Attorney Gardner, CFO Ellen Olson reviewed other changes to Purchase Report B – FY22 Purchases made since the May 10 Committee of the Whole meeting before proceeding with the approval of Sound Concepts, the second lowest bidder on Item C.

CFO Olson then explained that the Amended Purchase Report B is being submitted due to the notification received Monday, May 23 of an increase in the cost of Item F, Green Light Tour and Travel. This expense is for approximately 22 TRiO Upward Bound students and three chaperones to go on a four-night guided tour of San Francisco, CA. The increase is due to the increased cost of gasoline and airfare since the original quote, which was good for only 30 days.

Ms. Olson also explained changes made to Item J, noting that Carlson Dettmann was selected to provide a compensation analysis, and changes to Item K, Contractual Services, which named OPN Architects as Architect of Record. Olson added that the item for printing Starlight Theatre programs has been removed, since printing will be done in-house at a lower cost than outsourcing.

Trustee Gorski withdrew his original motion to approve the Amended Purchase Report B, which was seconded by Trustee Trojan. Trustee Gorski then made a motion, seconded by Trustee Trojan, to amend the Amended Purchase Report B to approve all items except Item C, remove Item C, and vote on Item C separately.

There was no further discussion. The motion was approved by unanimous roll call vote.

A motion was made by Trustee Gorski, seconded by Trustee Nelson, to approve Sound Concepts of Rockford, IL, as the vender on Item C, for replacement of approximately 28 LED fixtures at Starlight Theatre for \$20,920. The motion was approved by unanimous roll call vote.

\$ 18,600.00	A.	Krueger International, Green Bay, WI
\$ 19,500.00	B.	Midwest Commercial Fitness, Aurora, IL
\$ 20,920.00	C.	Sound Concepts, Rockford, IL
\$ 10,839.90	D.	Illinois Board of Higher Education, Springfield, IL
\$ 139,035.44	E.	Illinois Community College Board, Springfield, IL
\$ 66,846.00	F.	Green Light Tour & Travel, Granite Bay, CA
\$ 19,400.00	G.	Uni-Systems Engineering Inc., Minneapolis, MN
\$ 81,400.00	H.	Miller Engineering, Rockford, IL
\$ 123,858.00	I.	Prophix Software Inc., Ontario, Canada
\$ 54,500.00	J.	Carlson Dettmann, Appleton, WI
NOT TO	K.	OPN Architects, Madison, WI
EXCEED		
\$ 30,000.000		

3. BR 7924 – Ratification of Board Report #7915-D, Purchase Report D-Emergency FY22 Purchase Approved April 26, 2022

The Board Report reads in part: It is recommended that the Board of Trustees ratify the emergency approval of Board Report #7915-D, Emergency FY22 Purchase, given on April 26, 2022, to expense \$28,314.00 to Helm Service of Freeport, IL. This expenditure is for the purchase and replacement of two, 100-gallon water heaters for the Physical Education Center.

A motion was made by Trustee Gorski, seconded by Trustee Kearney, to approve Board Report 7924. There was no discussion. The motion was approved by unanimous roll call vote.

4. BR 7925 – Fiscal Year 2022 Fund Transfer Request

The Board Report reads in part: It is recommended that the Board of Trustees approve the Administration’s request to complete a fund transfer of \$401,085 from Operating Funds (Funds 01 and 02) to the Operations & Maintenance Fund (Capital) (Fund 03).

A motion was made by Trustee Kearney, seconded by Trustee Gorski, to approve Board Report 7925. There was no discussion. The motion was approved by unanimous roll call vote.

5. BR 7926 – Tentative Budget for FY2023

The Board Report reads in part: It is recommended that the Board of Trustees approve the FY2023 Tentative Budget and submit any questions to Chief Financial Officer Ellen Olson. The public hearing will be scheduled for 5:15 p.m. on June 28, 2022.

A motion was made by Trustee Trojan, seconded by Trustee Gorski, to approve Board Report 7926. There was no discussion. The motion was approved by unanimous roll call vote.

6. **BR 7927 – 2022-2024 Dual Credit Welding Intergovernmental Agreement Between Belvidere CUSD #100 and Rock Valley College**
7. **BR 7928 – 2022-2023 Dual Credit Memorandum of Understanding Between Belvidere CUSD #100, Mercyhealth, and Rock Valley College**
8. **BR 7929 – 2022-2023 Linking Talent with Opportunity Memorandum of Understanding Between Belvidere CUSD #100 and Rock Valley College**
9. **BR 7930 – 2022-2023 Linking Talent with Opportunity Memorandum of Understanding Between Byron CUSD #226 and Rock Valley College**
10. **BR 7931 – 2022-2023 Linking Talent with Opportunity Memorandum of Understanding Between Hononegah Community High School District #207 and Rock Valley College**
11. **BR 7932 – 2022-2023 Memorandum of Understanding Between South Beloit CUSD #320 and Rock Valley College**

The Board Reports read in part: It is recommended that the Board of Trustees approve the Intergovernmental Agreement /Memorandum of Understanding between [school district] and Rock Valley College effective immediately and ending [date]. **Attorney Reviewed.**

In response to a question from Trustee Kearney, Attorney Gardner confirmed that all of the Early College agreements could be approved in one motion.

A motion was made by Trustee Gorski, seconded by Trustee Nelson, to approve Board Reports 7927, 7928, 7929, 7930, 7931, and 7932. The motion was approved by unanimous roll call vote.

12. BR 7933 – Intergovernmental Cooperation Agreement: 2022-2023 IDOT Highway Construction Careers Training Program

The Board Report reads in part: It is recommended that the Board of Trustees approve an Intergovernmental Cooperation Agreement between the Illinois Department of Transportation and Rock Valley College at a not-to-exceed amount of \$336,819 for Rock Valley College to administer the 2022-2023 IDOT Highway Construction Careers Training Program. **Attorney Reviewed.**

A motion was made by Trustee Gorski, seconded by Trustee Nelson, to approve Board Report 7934. There was no discussion. The motion was approved by unanimous roll call vote.

13. BR 7934 – Illinois Fiber Resources Group (iFiber) Memorandum of Understanding with Rock Valley College

The Board Report reads in part: It is recommended that the Board of Trustees approve the Memorandum of Understanding between iFiber and Rock Valley College. **Attorney Reviewed.**

A motion was made by Trustee Kearney, seconded by Trustee Trojan, to approve Board Report 7934.

In response to a question from Trustee Nelson, Attorney Gardner confirmed that the Memorandum of Understanding has been attorney reviewed.

The motion was approved by majority roll call vote. Trustees Cudia, Kearney, Nelson, Soltow, and Trojan voted yes. Trustee Gorski abstained. Student Trustee Russell voted yes. (advisory)

14. BR 7935 – Personnel Report

The Board Report reads in part: It is recommended that the Board of Trustees approve the personnel actions as outlined on the Personnel Report.

A motion was made by Trustee Gorski, seconded by Trustee Nelson, to approve Board Report 7935. There was no discussion. The motion was approved by unanimous roll call vote.

15. BR 7936 – Bond Disclosure Compliance Policy, Board Policy 5:10.170 FIRST READING

The Board Report reads in part: It is recommended that the Board of Trustees adopt the new Board Policy 5:10.170, Bond Disclosure Compliance. **Attorney Reviewed.**

There was no discussion. No vote was taken, as this is the First Reading of the proposed new board policy.

Other Business

- 1. New Business**
There was no new business.
- 2. Unfinished Business**
There was no unfinished business.

Updates / Reports

1. President's Update

President Howard Spearman provided information on the Commencement ceremonies held May 13 in the PEC, noting that 225 students participated in the 2:00 p.m. ceremony, and 341 students participated in the 6:00 p.m. ceremony. For FY 2022, approximately 1,165 students received their associate degree, and 426 students completed a certificate. Plans for 2023 include an added celebration to acknowledge the certificate completers.

Dr. Spearman also thanked those who volunteered or attended the completion ceremonies, members of the Commencement planning committee led by Dean of Students Terrica Huntley, the faculty marshals led by Grand Marshal Mike Kelley, and the Communications team for sharing students' success via social media and other outlets. He also complimented the POM staff for their hard work beautifying the campus.

2. Leadership

Chief Financial Officer Ellen Olson reminded trustees that the annual audit is beginning, and trustees soon will be receiving a letter from Sikich asking them to complete form SAS99 regarding possible fraud activity.

Chief Academic Officer Dr. Amanda Smith provided an update on other completion ceremonies including the GED and ICAPS ceremony held May 12. Smith attended the Allied Health pinning ceremonies for respiratory care, nursing, and dental hygiene and commented how wonderful it is to see the dedication and excitement of students and their families.

Vice President of Student Affairs Dr. Patrick Peyer gave an update on the other completion ceremonies including Sankofa held May 6 for 34 students, the LatinX ceremony held May 11 for 133 students, and the RAISE ceremony held May 20 to honor six students. Dr. Peyer added that the softball team begins play on Wednesday, May 25 at the national championship tournament in Syracuse, N.Y. This will be the team's final Division III competition and they're hoping to win their eighth consecutive national championship.

Vice President of Institutional Effectiveness and Communications Heather Snider provided an enrollment update, noting that Summer II starts June 13 and is 98% to budget. Fall semester starts August 13 and is 52% to budget, down about 5% from this time last year. Ms. Snider also announced that the College has received a positive administrative review of the Illinois Welcoming Center (immigration center) and added her congratulations to Amy Heilman, who leads the program. Ms. Snider also announced the renewal of the TRiO Upward Bound grant of \$1.5 million over a five-year period, which is approximately \$297,000 per year and added her congratulations to Ms. Elaine Shannon, who leads the program.

Vice President of Equity and Inclusion Keith Barnes announced that on April 29, the Office of Equity and Inclusion hosted the first EAGLE Awards to honor students, faculty, staff and community partners for their commitment and dedication to promoting a campus community that embodies trust, equity and a sense of belonging. Winners included Dr. Mathew Oakes, Mary Foreman, Felipe Gelacio, Laura Kane, the Northern Illinois YWCA, The Workforce Connection, and Theresa Paulette Gilbert. The Distinguished Service Award has been renamed in Professor Gilbert's honor for her 30-year commitment to diversity, equity and inclusion.

Vice President of Industry Partnerships and Community Engagement Dr. Hansen Stewart reviewed the recent meeting of the Engineering and Technology Advisory Committee. Discussions among the 55 attendees included how to build more collaborative opportunities and stronger relationships, career coaching for students, business roundtables, and becoming curricula advisors.

3. ICCTA Report (Illinois Community College Trustees Association)

Trustee Nelson commented that his report on the April 29 ICCTA meeting was included in the meeting board packet. An important ongoing discussion among ICCTA members is changing the dues structure, and he will meet with Dr. Spearman and CFO Ellen Olson to discuss further. Trustee Nelson reminded trustees that he will not be able to attend the ICCTA annual conference to be held in Chicago on June 10-11, 2022.

In response to a question from Trustee Trojan on the status of the bill changing how trustees are elected (by district rather than at-large), Trustee Nelson explained that it is on the list for discussion. He added that the president of the Illinois Senate is a friend of higher education, but he believes that the bill has been “watered down” and may be “on the shelf” for now.

4. Trustee Comments

- Trustee Trojan complimented Dean Vicki Brust, Professor Denise Anderson, and Vice President Dr. Hansen Stewart on their good work with the engineering and technology advisory committee. He was at the recent meeting and was impressed with the large number of attendees.
- Trustee Nelson commented that he attended all three of the primary graduation ceremonies and enjoyed talking with the volunteers. He added that he was very impressed with them, and that the College has very good employees.
- Trustee Kearney commented that although she missed the Commencement ceremonies, she enjoyed the GED graduation and the nurses pinning. She added her thanks to all of the Allied Health faculty who make the ceremonies so special for graduates.
- Trustee Gorski thanked the leadership team for the quality of their updates and reports, and he trusts the information he is getting. He also appreciates the faith that students and families have in RVC to provide them with educational opportunities and encouraged them to tell their friends and family to come to RVC.
- Trustee Cudia commented on the very inspiring speakers at Commencement and the GED ceremonies, especially how they adapted to changes to their plans due to COVID. She commended staff and students for their very touching messages.

5. Student Trustee Report

Due to the transition from Ms. Evelyn Molina to Mr. Ryan Russell, a student trustee report was not available. Mr. Russell will give a report next month and noted that he did attend the LatinX graduation and the afternoon Commencement ceremony.

Mr. Russell gave a brief review of his background, noting that he graduated from high school in 2020, joined the military where he served in San Antonio and Guam. Due to COVID-related guidelines for the military, he transferred to the Air National Guard in Peoria. He has two years left and goes to Peoria for 15 training days a year as well as once a month.

6. RVC Foundation Liaison Report

Trustee Trojan reported that the Foundation’s Board met last week. Bob Stenstrom will continue as president, LoRayne Logan as vice president, and Brent Bernardi as secretary. Mr. Stenstrom and Ms. Logan will be finishing their third and final terms, so the Foundation will be recruiting new, younger members for their Board. Scholarship activity is underway and about \$425,000 will be awarded, up from last year. The alumni retiree and alumni breakfast, with a focus on athletics, will be held July 15 with the goal of having 150 attendees. This is part of the Foundation’s outreach to increase donations.

In response to a question from Trustee Kearney, Trustee Trojan indicated he believes the foundation officers may serve three terms of three years each. Foundation Board members are appointed, not elected.

7. Freedom of Information Act (FOIA) Report

The Freedom of Information Act (FOIA) report was accepted as presented.

Closed Session

A closed session was not held.

Next Meeting

The next Committee of the Whole meeting will be held on Tuesday, June 14, 2022 at 5:15 p.m. The meeting will be held remotely via teleconference or in-person in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center on the main campus when Illinois statute permits.

The next Regular meeting will be held on Tuesday, June 28, 2022 at 5:15 p.m. The meeting will be held remotely via teleconference or in-person in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center on the main campus when Illinois statute permits

Adjournment

At 7:12 p.m., a motion was made by Trustee Trojan, seconded by Trustee Kearney, to adjourn the meeting. The motion was approved by unanimous roll call vote.

Submitted by Ann Kerwitz



Robert Trojan, Secretary



Gloria Cudia, Vice-Chairperson