

Rock Valley College
Community College District No. 511
3301 N Mulford Road, Rockford, IL 61114
COMMITTEE OF THE WHOLE MEETING
Educational Resource Center, Performing Arts Room, Room 0214
5:15 p.m. Tuesday, March 11, 2025

Livestreaming Link: https://www.youtube.com/channel/UCwa3Fs6l4pWAR_4iDZPTNZA

(The link opens to the YouTube page; access the Board meeting by clicking on the “Live” video icon with the date shown above)

AGENDA

- A. Call to Order**
- B. Roll Call**
- C. Board Member Attendance by Means Other than Physical Presence**
- D. Communications and Petitions (Public Comment)**
- E. Recognition of Visitors**
- F. Review of Minutes:** Committee of the Whole February 11, 2025
- G. General Presentation**
 - 1. Downtown West Bid Package #5
 - 2. Starlight Theatre Update
- H. Teaching, Learning & Communications Discussion: Board Liaison Trustee Simpson**
 - 1. 14th Day Census Enrollment Data Brief and Student Profile
 - 2. Review of Programs, Expected Students, and Faculty/Staff for Downtown West
- I. Finance Discussion: Board Liaison Trustee Gorski**
 - 1. Purchase Reports (A, B, and C)
 - 2. Cash and Investment Report
 - 3. Financial Risk Management/Financial Contingency Plan
- J. Operations Discussion: Board Liaison Trustee Kennedy**
 - 1. Personnel Report
 - 2. Fundraising Agreement with RVC Foundation for Downtown West Campaign
 - 3. Rock Valley College Events Calendar
- K. Other Business: Unfinished Business/New Business**
- L. Adjourn to Closed Session** to discuss 1) The purchase or lease of real property for the use of the public body per Section 2 (c) (5), in accordance with the Illinois Open Meetings Act.
- M. Reconvene Open Session**
- N. Next Regular Board of Trustees Meeting:** March 25, 2025, at 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC) on the main campus.
- O. Next Committee of the Whole Meeting:** April 8, 2025, at 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC) on the main campus.
- P. Adjourn**

Robert Trojan, Board Chair

Rock Valley College
Community College District No. 511
3301 N. Mulford Road, Rockford, IL 61114
BOARD OF TRUSTEES COMMITTEE OF THE WHOLE MEETING
5:15 p.m. Tuesday, February 11, 2025
MINUTES

Call to Order

The Rock Valley College (RVC) Board of Trustees Committee of the Whole meeting was convened on Tuesday, February 11, 2025, in the Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC). The meeting was called to order at 5:15 p.m. by Chairperson Robert Trojan.

Roll Call

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

Mr. Robert Trojan	Mr. Paul Gorski
Mr. Richard Kennedy	Ms. Crystal Soltow
Ms. Gloria Cardenas Cudia	Mr. Nico Mikos, Student Trustee

The following Trustees were absent at roll call: Mr. John Nelson and Ms. Kristen Simpson.

Also present: Dr. Amanda Smith, Vice President of Academic Affairs; Dr. Keith Barnes, Vice President of Equity and Inclusion; Dr. Patrick Peyer, Vice President of Student Affairs; Dr. Terrica Huntley, Interim Vice President of Human Resources; Ms. Heather Snider, Vice President of Institutional Effectiveness and Communications; Dr. Hansen Stewart, Vice President of Career and Technical Education and Workforce Development; Mr. Rick Jenks, Vice President of Operations; Ms. Ellen Olson, Vice President of Finance; Ms. Ann Kerwitz, Assistant to the President; Ms. Araceli Olvera, Interim Executive Assistant; Ms. Tracy Luethje, Executive Assistant to the Vice President of Operations, Attorney Joseph Perkoski, Robbins Schwartz.

Dr. Howard Spearman, President, was absent at the Feb. 11 CotW meeting, so Dr. Amanda Smith acted on behalf of President Spearman.

Board Member Attendance by Means Other Than Physical Presence

There were no Board Members attending by means other than physical presence.

Communications and Petitions

There were no public comments, communications, or petitions to be recognized.

Recognition of Visitors

There were no visitors to be recognized.

Resolution Honoring Roland “Chip” Chapdelaine

This resolution was presented to the Trustees so that the “Resolution Honoring Roland “Chip” Chapdelaine can be recorded in the official minutes of the Rock Valley College Board of Trustees and be presented to the family of Roland “Chip” Chapdelaine as a token of appreciation and remembrance.

Review of Minutes

There were no comments on the minutes from the January 14, 2024, Board of Trustees Committee of the Whole meeting.

General Presentations

1. 2025 Bond Update

Ms. Ellen Olson, vice president of finance, introduced Ms. Tammie Beckwith Schallmo, senior vice president of PMA Securities. Ms. Beckwith Schallmo discussed RVC's current debt service, annual debt service levies, financing considerations, upcoming capital projects, and sources of funds. Ms. Beckwith Schallmo explained to the Board of Trustees about arbitrage rebate exceptions, the spend-down exceptions, and the Downtown West project draw schedule. Ms. Beckwith Schallmo presented three scenarios to the Trustees: 1A, 1B, and 2, with PMA recommending option 1A. She then explained the timeline and what steps and procedures would need to be taken according to the timeline. Discussion ensued.

2. Rock Valley College Foundation / Downtown West Fundraising Plan

Ms. Brittany Freiberg, chief development officer of the RVC Foundation, presented the RVC Downtown West Fundraising Campaign. Ms. Frieberg stated that at RVC, over 60% of students rely on financial aid or scholarships to pursue their goals. She stated that the Foundation's campaign would expand access for students from all walks of life, create opportunities by reducing financial obstacles, empower individuals to achieve their potential, and strengthen the community by cultivating a skilled and engaged workforce. It is the Foundation's goal to raise \$2.5 million for scholarships. Discussion ensued.

Teaching, Learning & Communications Discussion: Board Liaison Trustee Simpson

1. Fiscal Year 2025 Enrollment Update

Ms. Heather Snider, vice president of institutional effectiveness and communications, presented the FY2025 Enrollment Update. Ms. Snider stated that the numbers have changed slightly from the report in the packet and that RVC is at 117% of the budget and 110% of the stretch goal for Spring 2025.

2. ReUp Education Service Contract

Dr. Patrick Peyer, vice president of student affairs, presented the ReUp Education Service Contract. Dr. Peyer is requesting that the Board of Trustees approves the four-year partnership agreement that offers cutting-edge provider support services with a mission to outreach to and support adult learners to reach their academic goals by returning to complete their educational goals. Dr. Peyer stated that RVC has no upfront costs. ReUp Education receives 30% of the tuition only upon successful re-enrollment of former RVC students through the ReUp Education partnership.

3. *Information Only* / Faculty Tenure Update

Dr. Amanda Smith, vice president of academic affairs, presented the Faculty Tenure President's Report. Dr. Smith mentioned that there will be a reception for newly Tenured Faculty in the Educational Resource Center (ERC) lobby on February 25, 2025. The newly Tenured Faculty are: David Dosier, Christine Garbe, Joshua Glovinsky, Drew Hallam, Kari Hearn, Amanda Hoffland, Christopher Joyner, Lindsey Kasten, Jennifer Kunkel, Ethan Olson, Yousra Salem, Tombi Smith, Norbert Ziemer, and Gwen Zimmerman.

Finance Discussion: Board Liaison Trustee Gorski

1. Purchase Reports

Ms. Olson, vice president of finance, presented the purchase reports.

Purchase Report A – FY2025 Purchases

A. HVAC Services – (Maintenance Services Plant Operations and Maintenance – Boiler House)

1.	Alpha Controls and Service LLC	Rockford, IL	\$ 37,100.00*(1)
			Not to Exceed

B. HVAC Upgrades – (Site Improvements – PHS HVAC Upgrade)

2.	Johnson Controls, Inc.	Rockford, IL	\$ 302,000.00*(2)
			Not to Exceed

C. Furniture – (Office Equipment/Furniture – SC Furniture)

3.	Krueger International	Green Bay, WI	\$ 50,000.00*(3)
			Not to Exceed

D. Site Testing – (Site Improvements – Professional Services – Downtown West Project)

4.	Testing Service Corporation	Carol Stream, IL	\$ 70,000.00*(4)
			Not to Exceed

E. Lighting System Upgrade – (Other Capital Outlay – Starlight Theatre)

5.	TBD	TBD	\$ TBD*(5)
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F. Online Communication – (Online Learning – Instructional Software)

6.	Carahsoft Technology Group	Reston, VA	\$ TBD*(6)
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Discussion ensued on Purchase Report A, items B, C, E, and F.

2. Cash and Investment Report

Ms. Olson presented the Cash and Investment Report through January 31, 2025. Total operating cash is \$33,808,156. Total operating cash and investments are \$97,793,062. Total capital funds are \$23,489,305. Since December 31, 2024, the change in capital funds has been \$101,738. The operating cash and investments change since December 31, 2024, is (\$43,406). Ms. Olson stated that the total operating cash and investment funds were 96.14% of the FY2025 operating budget.

3. Quarterly Vital Signs

Ms. Olson presented the Second Quarter Vital Signs for FY2025. Ms. Olson stated that as of December 31, 2024, Fund 01 Operating Fund Revenues were \$33,331,240. Fund 02 Operating Fund Revenue was \$3,814,221. The total Operating Revenue Funds were \$37,145,460. RVC was running 66.30% of its budget.

Ms. Olson discussed that Fund 01's Operating Expenses were \$18,811,298.12, Fund 02's Operating Expenses were \$3,814,220.85, and the total operating expenses were \$22,625,519. RVC is running at 43.65% of the FY2025 budget. All figures above are as of December 31, 2024, and exclude SURS on Behalf.

Ms. Olson discussed payroll and healthcare costs. She explained that healthcare costs are running above FY2024 due to some high claims and that more employees and families are utilizing the health plan. Discussion ensued.

4. *Information Only* / Quarterly Report-Purchase Orders \$10K – \$25K

Ms. Olson discussed the purchase order report listing purchases from \$10,000 to \$25,000.

Operations Discussion: Board Liaison Trustee Kennedy

1. Personnel Report

Mr. Jenks presented the February 2025 personnel report containing one appointment and one departure.

2. Resolution to Sell 0.006 Acres of 705 Green Street, Rockford, IL 61102

Mr. Jenks presented the Resolution to Sell 0.006 Acres of 705 Green Street, Rockford, IL 61102. Mr. Jenks stated that due to road improvements that will be done to U.S. Business Route 20, and Chestnut Street, Rockford, IL,

the Illinois Department of Transportation (IDOT) would like to buy 0.006 acres of the northeast corner of 705 Green Street. IDOT will pay RVC \$650, which equates to \$108,333.33 an acre.

3. Rock Valley College Foundation Memorandum of Understanding (MOU)

Mr. Jenks explained that RVC and the RVC Foundation entered into an MOU on December 13, 2022 (BR#7999) that stated both parties would provide a biennial review process. The RVC Foundation continues to provide valuable support to RVC and its students. RVC provides personnel and other administrative support that permits the RVC Foundation to carry out its charitable purposes. It was conveyed that the RVC Foundation and RVC wish to continue their relationship and believe it is in the best interest of both parties to document the respective rights, responsibilities, and obligations of RVC and the RVC Foundation as stated in the MOU. Mr. Jenks stated that no changes are being proposed to the current MOU between RVC and the RVC Foundation.

4. Change Order Update

Mr. Jenks presented two change order updates. Mr. Jenks stated that with the demolition of the Downtown West Campus, there was a credit of (\$5,377.27) to remove the silt fencing, and two stabilized construction entrances that were not needed. The second change order was for the Stenstrom Student Center (SSC) LED lighting project. Nine fixtures needed to be added to bookcases in the bookstore, totaling \$1,556.

5. Rock Valley College Events Calendar

Mr. Jenks presented the RVC on-campus events calendar for February, March, and April 2025. Mr. Jenks highlighted February as Black History Month and the Illinois Council of Teachers Mathematics (ICTM) Regional Mathematics Contest taking place on February 22, 2025. The groundbreaking ceremony for the Downtown West Campus will be on March 27, 2025, and more information will be going out soon.

6. *Information Only* / Quarterly Employee Personnel Update

Mr. Jenks mentioned that the Quarterly Employee Personnel Update was included in the packet for review.

New Business/Unfinished Business

1. New Business:

City of Rockford 2025 Property Tax Program

Ms. Olson stated that the City of Rockford has asked RVC to join their 2025 Property Tax Program. Ms. Olson explained that the property tax rebate program is for the construction of new residential units in the City of Rockford, and rebates the property taxes for three years. In support of this offer, the city will waive all permit, plan review, and water connection fees. Ms. Olson stated that the units are not eligible for this incentive if a housing development already takes advantage of city or state funding. Discussion ensued.

Lee/Ogle Enterprise Zone

Ms. Olson explained that Trustee Trojan was contacted by the Blackhawk Hills Regional Council, which is representing the Lee/Ogle Enterprise Zone, regarding a new expansion project seeking to use the property tax abatement incentives in the coming year. H.A. International, an industrial site in rural Oregon, has a sliver of territory at the district's edge in and around Oregon. The base abatement is a six-year, 50% abatement. Ms. Olson and Trustee Trojan will meet with Andy Shaw of the Blackhawk Hills Regional Council to gather more information.

Stellantis Belvidere Assembly Plant

Ms. Olson stated that the Northern Illinois Council of Governments will convene a meeting for all impacted taxing districts to discuss a proposed tax abatement for the Stellantis Belvidere Assembly Plant.

2. Unfinished Business:

Support Services Building (SSB) Roof Repair Update

Mr. Jenks stated that the SSB roof damage will be treated as an emergency repair and that RVC is getting quotes for the SSB roof repairs.

Fire Alarm Update

Mr. Jenks stated that the fire alarm has been fixed, that the price will be around \$30,000 for the repairs, and that a request will be presented to the board for “not to exceed” \$30,000.

Downtown West Campus Update

Mr. Jenks stated that bid package #5, the largest bid package for the Downtown West Campus, is out to vendors. Bid packet #5 contains 13 different areas, for example, flooring, electrical, plumbing, etc. There was a brief discussion regarding the proposed federal tariffs on steel and aluminum.

Adjourn to Closed Session

At 6:37 p.m., a motion was made by Trustee Kennedy, seconded by Trustee Cardenas Cudia, 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) 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 unanimous roll call vote.

Reconvene Open Session

At 6:58 p.m., a motion was made by Trustee Gorski, seconded by Trustee Kennedy, 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 Tuesday, February 25, 2025, at 5:15 p.m., in the Performing Arts Room (PAR, Room 0214) of the Educational Resource Center (ERC) on the main campus.

Next Committee of the Whole Meeting

The next Committee of the Whole Meeting will be held on Tuesday, March 11, 2025, at 5:15 p.m., in the Performing Arts Room (PAR, Room 0214) of the Educational Resource Center (ERC) on the main campus.

Adjourn

At 7:00 p.m., a motion was made by Trustee Gorski, seconded by Student Trustee Mikos, to adjourn the meeting. The motion was approved by a unanimous roll call vote.

Submitted by: Tracy L. Luethje

Richard Kennedy, Secretary

Robert Trojan, Chairperson



- **Early Childhood Education**
- **Human Services**
- **Adult Education**
- **Refugee & Immigrant Services**
- **General Education**
- **Community / Event Space**
- **Collaboration Space**
- **Automotive Technology**
 - Electric Vehicles
 - Gas Engines
 - Diesel Engines
 - Transmissions
 - ADAS (Advanced Driver-Assistance System)
- **Collision Repair**
- **Truck Driver Training**
- **Police Training**



Task	Results
Abatement of three existing buildings.	Project is complete.
State Historical Preservation Office	Documented buildings and created report. Final report is under review for final approval
Building Demolition	Project is 90 percent complete. Final removal of underground storage tank. Tank did not need special disposal.
HVAC and Electrical Equipment Bid	Bid is complete and items are on order.
Site Work and Structural Steel	Bid is complete and contractor is working with Construction Manager at Risk (CM-R) on schedule. Basic work has begun.
Paint Booth Bid was Collision Repair (Bid #6).	Bid was returned and accepted. Contractor is working with CM-R on schedule.
Largest Bid package (# 5) was released and we now have the cost back from bid.	CM-R has recommendation on who to approve for project.
Final bid package will be the landscaping.	This will be bid out later this spring or summer.

Item	Actual
Design Fee	\$2,950,000
CM-R Fee	\$3,293,776
FFE and Technology Cost	TBD
Utility Relocation and testing of site	\$837,409
Bid Package 1 (Abatement and SHPO)	\$532,844
Bid Package 2 (Demo)	\$850,883
Bid Package 3 (HVAC and Large Electrical Equipment)	\$4,159,985
Bid Package 4 (Site Work and Structural)	\$10,546,120
Bid Package 5 (Main Bid Package)	TBD
Bid Package 6 (Paint Booth)	\$636,500
Bid Package 7 (Landscaping)	<u>TBD</u>
Total	\$23,807,517

Bid Package 5

- Ringland Johnson Construction as construction Manager at Risk (CM-R) provided estimated Project Budget costs for the various trades.
- For each trade package, we are recommending the lowest responsible and responsive bidder.
- This bidding review process included verification of compliance with BEP, Apprenticeship, and all required state guidelines.
- Ringland Johnson Construction’s vetting process included meeting individually with each lowest responsible responsive vendor to confirm their prices encompassed the entire scope of work and met the aggressive schedule.
- If the lowest responsible responsive bidder did not meet these requirements, RVC then deemed the vendor unresponsive, and moved to the second lowest.
- After the above process was completed, Vehicle Lifts bid submission was deemed unresponsive, and will require re-bid.
- These bids do not reflect the volatile state of the Executive Orders being processed at this time.



Bid Package 5 Main Package Costs

Bid Package Five was sent out to 624 vendors with 213 downloads of specifications.
 Bid was extended a week due to large volume of questions.

	Bid Package 5	Recommended Contract Name	Estimated Cost	Actual Cost
5.01	Masonry	JIMMY'Z MASONRY	\$755,014	\$ 948,000
5.02	Carpentry & Finishes	RUIZ CONSTRUCTION	\$3,158,439	\$ 3,584,000
5.03	Metal Panels, Insulation, & Framing	AMERICAN IGLOO	\$1,136,755	\$ 1,911,590
5.04	Roofing & Sheet Metal	HC ANDERSON ROOFING	\$1,340,089	\$ 1,238,857
5.05	Curtain Wall, Glass & Glazing	CARDINAL GLASS CO	\$1,682,782	\$ 2,191,000
5.06	Metal Studs, Drywall, Insulation, & Ceiling	ROCKWELL GROUP	\$2,687,484	\$ 2,770,800
5.07	Tile & Terrazzo	NORTHERN IL TERRAZZO & TILE CO	\$123,079	\$ 204,200
5.08	Resilient Flooring & Carpet	BENCHMARK FLOORING	\$528,303	\$ 411,664
5.09	Food Service Equipment	BOELTER	\$400,000	\$ 145,129
5.10	Vehicle Lifts	PLACEHOLDER - REBID REQUIRED	\$676,000	Placeholder \$ 676,000
5.11	Fire Protection	NELSON FIRE PROTECTION	\$352,107	\$ 216,062
5.12	Plumbing	MILLER ENGINEERING	\$1,832,842	\$ 1,706,939
5.13	HVAC	MILLER ENGINEERING	\$3,726,515	\$ 5,224,300
5.14	Electrical, Low Voltage, Technology, Audio Visual, Fire Alarm	HELM ELECTRIC	\$5,831,983	\$ 6,685,700
	Total - Bid Package 5		\$24,231,393	\$ 27,914,214



Item	Actual
Design Fee	\$2,950,000
CM-R Fee	\$3,293,776
FFE and Technology Cost	TBD
Utility Relocation and testing of site	\$837,409
Bid Package 1 (Abatement and SHPO)	\$532,844
Bid Package 2 (Demo)	\$850,883
Bid Package 3 (HVAC and Large Electrical Equipment)	\$4,159,985
Bid Package 4 (Site Work and Structural)	\$10,546,120
Bid Package 5 (Main Bid Package)	\$27,914,214
Bid Package 6 (Paint Booth)	\$636,500
Bid Package 7 (Landscaping)	<u>TBD</u>
Total	\$51,721,731

Funding	
DLC and DTC Center Costs	\$51,721,731
Contingency	\$2,222,239
FFE	\$2,700,000
Technology	\$650,000
Landscape	<u>\$100,000</u>
Estimated Total Cost	\$57,393,970
Bond Amount approved by Board	\$52,165,970
Overage Amount	\$5,228,000
Grant Money Available	\$2,000,500
Cost overage less grant money	\$3,227,500

Options to consider

1. Increase the funding for the project by \$3.5 million to cover the added cost.
2. Do not build the Downtown Learning Center and only build the Downtown Training Center.
 - a. We have to build a location for Automotive and Collision Repair.
 - b. We can talk with Iconic Energy about still renting for Adult Education.
 - b. We can build the Downtown Learning Center at a later date.
 - c. Cost and pricing for this option will be available by committee of the whole

Thank You





StarlightTM
THEATRE

1

2024 SEASON

Executive Summary

Fiscal Year Revenue vs Expenses

- A steady increase in both revenue and expenses, expenses exceeding revenue year over year
 - Revenue - 7.64% 2-year rolling increase and a marked increase since COVID
 - Expenses - 4.5% 2-year rolling increase and a marked increase since COVID

Main Stage Shows Ticket Sales

- | | |
|--|---|
| <ul style="list-style-type: none">● Legally Blonde<ul style="list-style-type: none">○ Revenue = \$129,878.87○ Ticket Sales = 7,400○ Average Attendance = 64%● Guys & Dolls<ul style="list-style-type: none">○ Revenue = \$90,631.98○ Ticket Sales = 5,519○ Average Attendance = 46% | <ul style="list-style-type: none">● The Color Purple<ul style="list-style-type: none">○ Revenue = \$88,870.53○ Ticket Sales = 5,678○ Average Attendance = 51%● Newsies<ul style="list-style-type: none">○ Revenue = \$113,664.25○ Ticket Sales = 7,028○ Average Attendance = 60% |
|--|---|

Starbright Ticket Sales

- Revenue = \$56,597.64
- Ticket Sales = 4,974
- Average Attendance = 83%
- Only five shows

Current Ticket Prices

Season

Adult = \$86

Senior/Mil/Teach = \$79

Student = \$54

Child = \$43

Single

Adult = \$28

Senior/Mil/Teach = \$26

Student = \$17

Child = \$12

Have only adjusted prices once in 2019 and again in 2023 because of Box Office software change

Executive Summary

Attendance 2023 vs 2024

- In all but one show slot comparison, percentage of house sold is higher in 2024
- Show choice and quality of show are two of our biggest factors in sales.
 - One of those is immediate and one longitudinal

Starlight Friends

- Friends of Starlight giving is up year after year.
- Friends giving rose over \$12,000 from 2023 - 2024
 - After a Friends' level restructure
 - One of two restructures in my tenure

Stars of Tomorrow Summer Camp

- 148 kids attended from over 40 different area schools
- 21 of those kids were scholarship students
- 40 people on the waitlist
- We offered a brand new High School program

Volunteers

- Over 148 Volunteers (excluding Show-specific volunteers)
- 4057 hours
- We use our new Ludus system to track volunteers

Executive Summary

Other Season Highlights

- Over 350 Auditionees (Starlight record numbers)
- Over 850 people attended the Juneteenth celebration of The Color Purple
- Implemented a Season Strike day and so many participants volunteered their time to help take down the season sets and costumes

Starlight Show Selection Process

- At least 1 family show
- At least 1 classic/chestnut
- A show that is either intentional or easily cast inclusive
- A show-stopper
- An actor's selection
- While we have access to many shows to license, there are plenty still unavailable to us each season
 - Conversations with our reps help determine availability as we choose.

4

Broadway World Chicago Awards

- 7 Broadway World Chicago Awards were won, including:
 - Best Theatre for young audiences
 - Favorite Local Theatre

Executive Summary

2025
Starlight
THEATRE

nickelodeon
THE
SPONGEBOB
MUSICAL

GREASE

Disney THE CAMERON MACINTOSH'S
Mary
POPPINS
Starbright

RATPATTINE

THE
Wedding
SINGER

 rvcstarlight.ludus.com

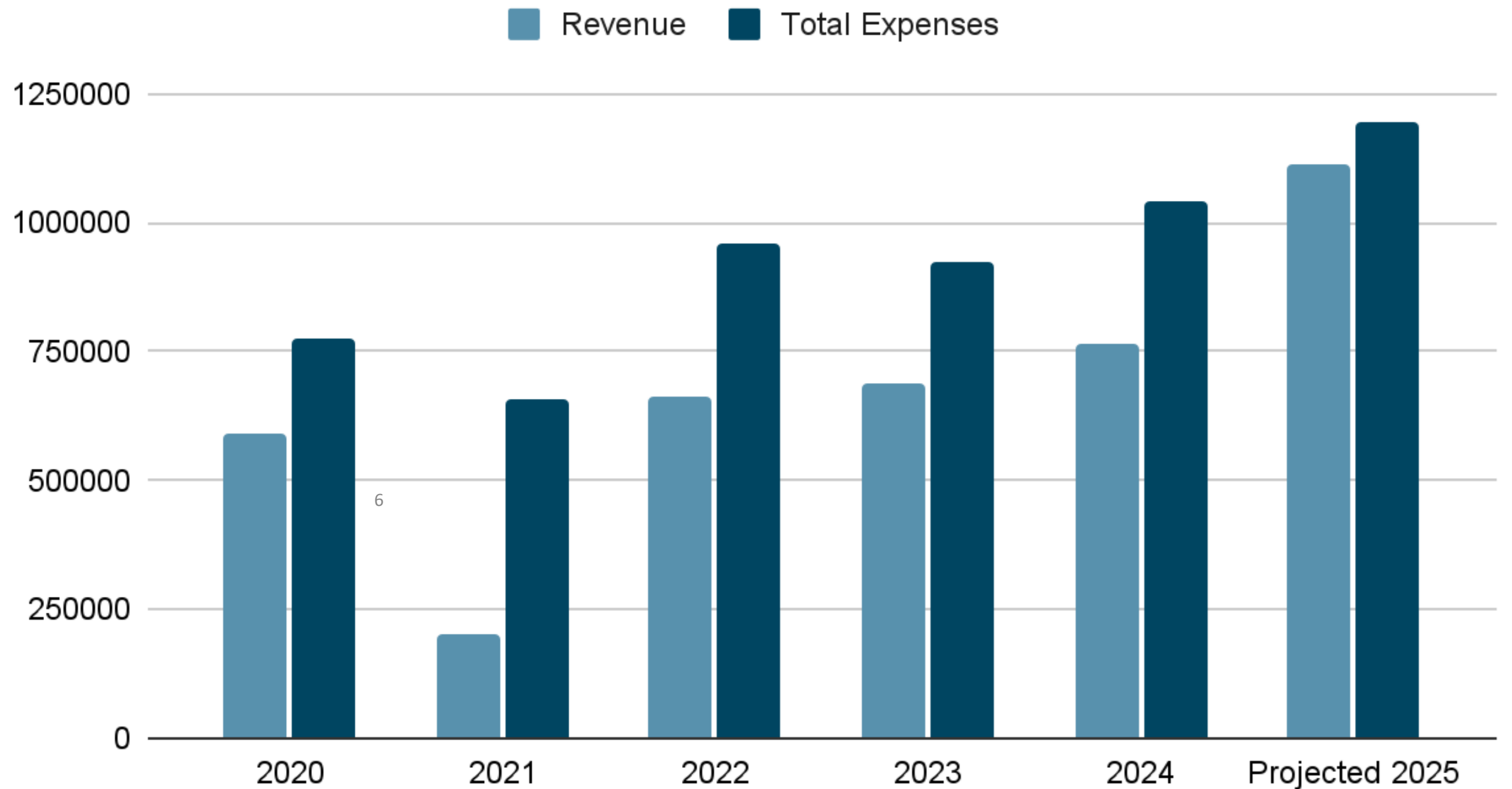
 (815) 921-2160

 3301 N. Mulford Road
Rockford, IL 61114

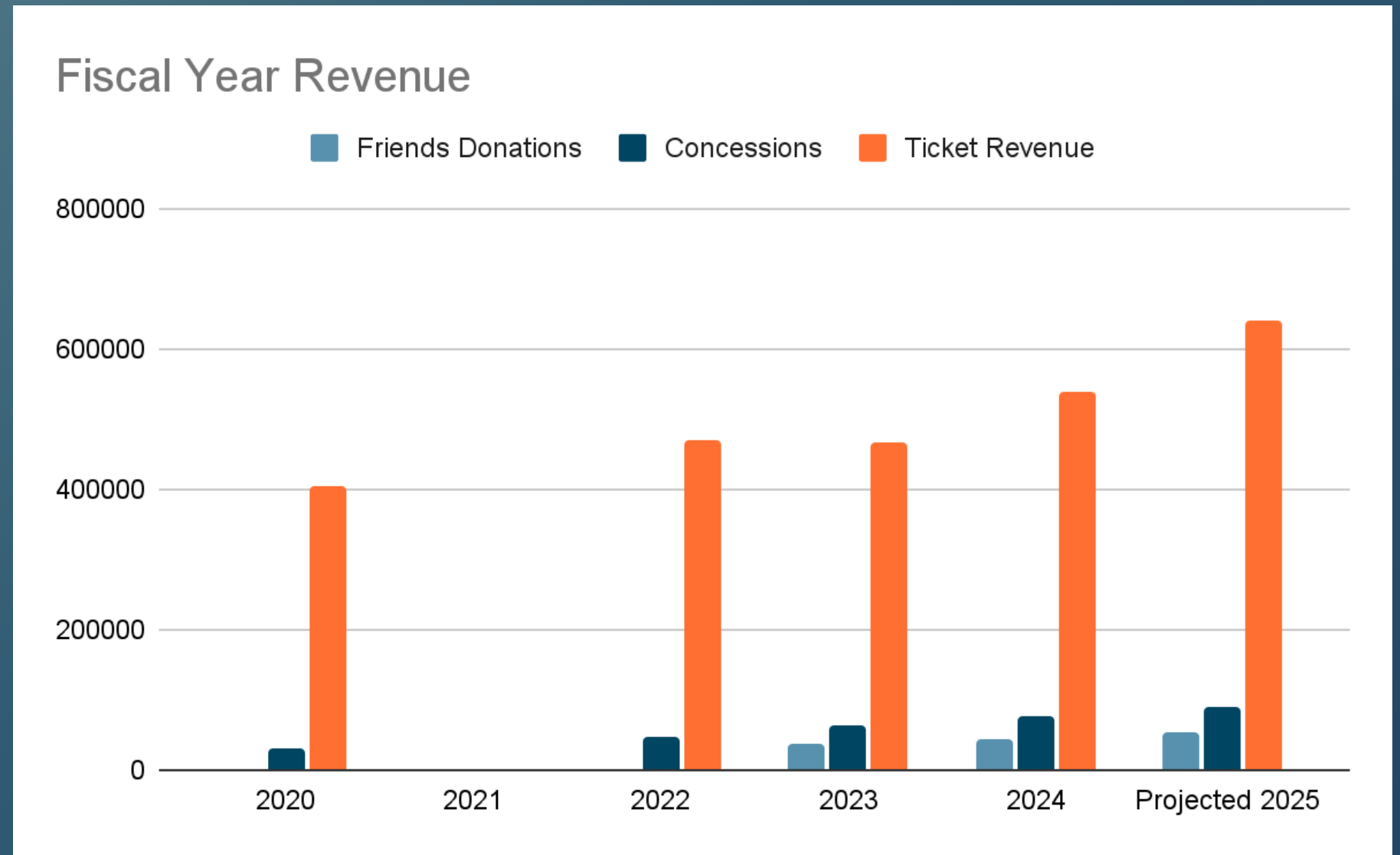
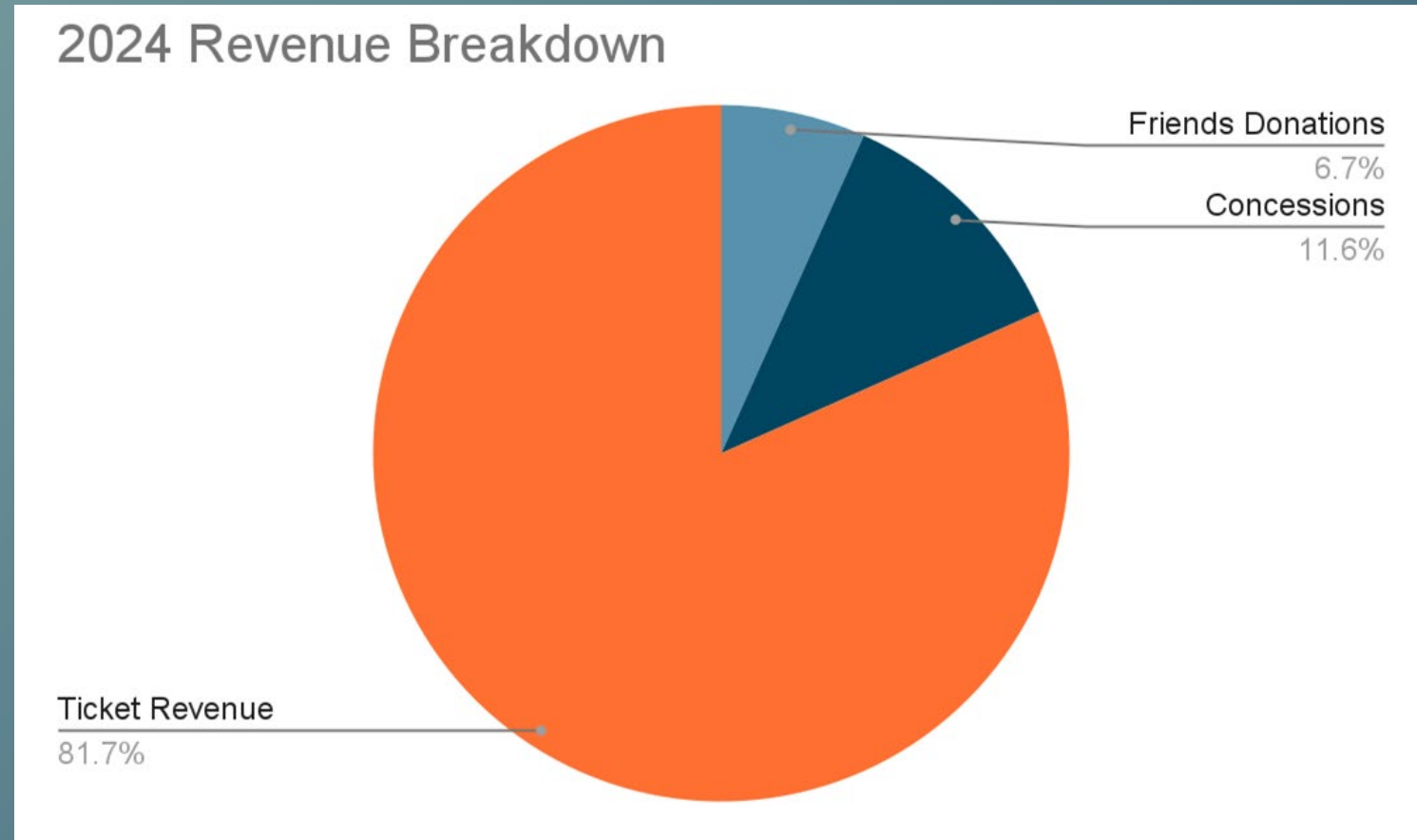
Fiscal Year Revenue vs Expenses

	Revenue	Total Expenses
2020	\$590,335	775,160
2021	\$199,995	657,924
2022	\$660,505	962,040
2023	\$689,950	921,288
2024	\$764,585	1,044,083
Projected 2025	\$1,110,828	\$1,195,146

FY Revenue vs Expenses



Revenue Breakdown



	Friends Donations	Concessions	Ticket Revenue
2020	0	30812	404,586
2021	0	0	0
2022	0	47,615	471,319
2023	36,782	65,328	466,035
2024	\$44,154	76,515	537,420
Projected 2025	54000	89,902	641,385

Current Ticket Prices

2025 Starlight Summer Ticket Prices

Season Tickets		Single Tickets	
Adult	\$86	Adult	\$28
Senior (65+) / Military / Teacher / Employee	\$79	Senior (65+) / Military / Teacher / Employee	\$26
Student (HS / College)	\$54	Student (HS / College)	\$17
Child (10 & Under)	\$43	Child (12 & Under)	\$12

2025 StarBright Show Ticket Pricing

With Season Ticket		Single Tickets	
Adult	\$16	Adult	\$18
Child (12 & Under)	\$10	Child (12 & Under)	\$12

2025 Group Ticket Pricing

	20+ (10% off)	50+ (15% off)	100+ (20% off)
Adult	\$25.20	\$23.80	\$22.40
Senior	\$23.40	\$22.10	\$20.80
Student	\$15.30	\$14.45	\$13.60
Child	\$10.80	\$10.20	\$9.60

StarBright Group Ticket Pricing

Adult	\$16.20	\$15.30	\$14.40
Child	\$10.80	\$10.20	\$9.60

Starlight Shakes Pricing (Fall)

**Pay What You Think It's Worth
(Donation Based)**

***NOTE: Patrons bring own chair/blanket and
sit on lawn area around theater**

Main Stage Shows Ticket Sales



Revenue

\$129,878.87

Ticket Sales

7,400

Average Attendance

64%



Revenue

\$90,631.98

Ticket Sales

5,519

Average Attendance

46%



Revenue

\$88,870.53

Ticket Sales

5,678

Average Attendance

51%



Revenue

\$113,664.25

Ticket Sales

7,028

Average Attendance

60%

StarBright and

Stars of Starlight Ticket Sales



Revenue

\$56,597.64

Ticket Sales

4,974

Average Attendance

83%

2024 Stars of Starlight Featuring Donations From

- 317 Art Studio
- Ambiance Cuisine, Catering & Cocktails
- Anderson Japanese Gardens
- Artist Ensemble
- Belle Tire
- Busch Jewelers
- Chicago Wolves
- Christy Saunders
- Clodius & Company
- Evolve Dance Company
- Event Floral
- Fozzys Skybox
- Go Rockford
- ISU Men's Basketball
- ISU Men's Football
- Lake Geneva Cruise Line
- Maximum Performance Gym & Axe Throwing
- Mendelssohn Performing Arts
- Mister Carwash
- Nspired Yoga
- Nothing Bundt Cakes
- NIU Performing Arts
- O'Reilly Auto Parts & Christian (District Manager)
- Portillos
- Prairie Street Brewhouse
- Rockford IceHogs
- Rockford Park District
- Rockford Rivets
- Rockford University
- Rocktown Adventures
- Performing Arts
- Salamone's North
- Salt + Sol
- Schaumburg Boomers
- Severson Dells
- Steppenwolf Theatre
- The Norwegian
- Uplift Bungee Fitness of Roscoe
- YMCA & More!



Ticket Revenue

\$4,749.60

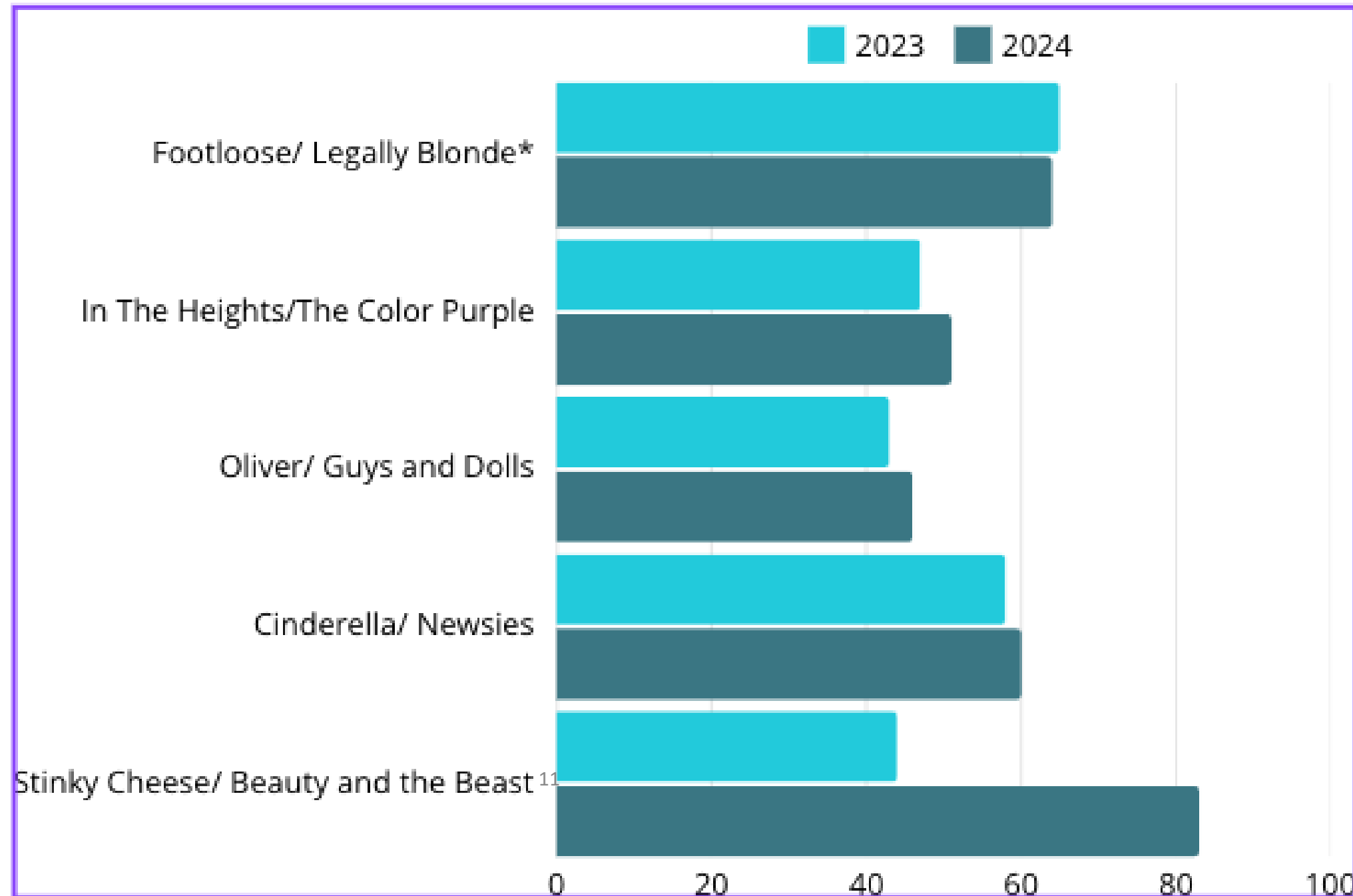
Ticket Sales

314

Total Revenue

\$8,200.00

Attendance 2023 vs 2024



*Legally Blonde had a performance cancelled due to weather

Starlight Friends

This year we revamped our donation program and it has been a success!

2023

\$38,752.00

2024

\$50,351.00

Introducing NEW Donation Tiers
WE ILLUMINATE THE STAGE WITH YOUR SUPPORT

	ZENITH \$5000	GALAXY \$2500	CONSTELLATION \$1000	ROOF-RAISER \$500	STAR \$250	LUNA \$100	COMET \$25-\$99
Name in Program	★	★	★	★	★	★	★
Early Access to single tickets & priority seating	★	★	★	★	★	★	★
Invitation to the Friend's Reception	★	★	★	★	★	★	★
Artistic Share out experience	★	★	★	★	★	★	★
Attend a pre-show cast meeting & picture op	★	★	★	★	★	★	★
Associate Producer credit for one show	★	★	★	★	★	★	★
Recognition at curtain speech & VIP parking	★	★	★	★	★	★	★

2024 STARS OF TOMORROW

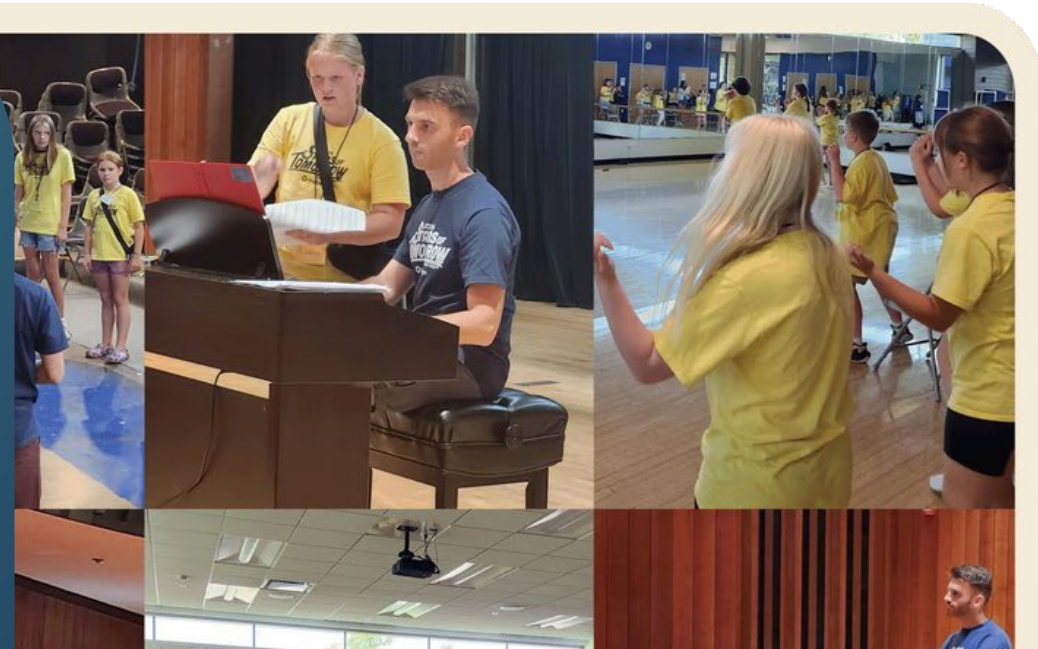
SUMMER CAMP



For 3 weeks July in we offer a week long summer camp for Elementary, Middle, and High School Students in the Area

- 148 kids attended from over 40 different schools
- 21 of those kids were scholarship students
- 40 people on the waitlist
- We offered a brand new High School program

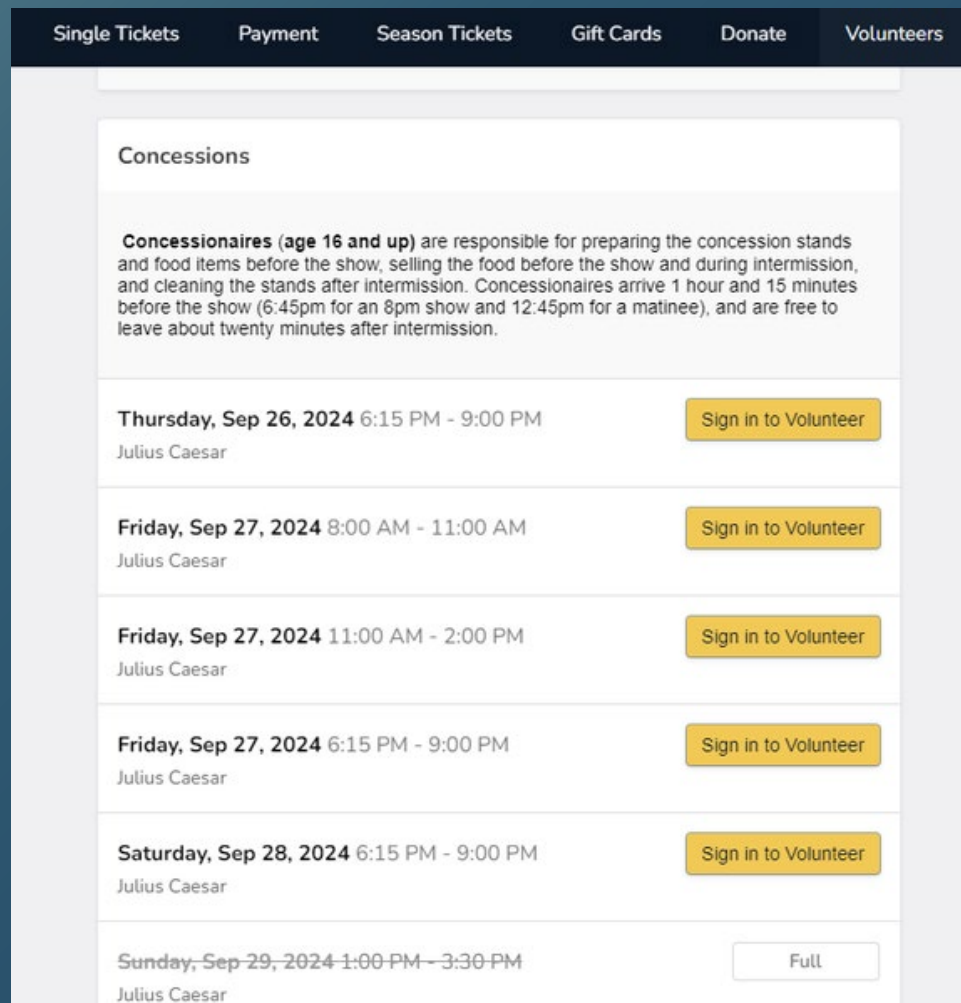
Elementary Camp
\$8470
 Middle School Camp
\$8050
 High School Camp
\$4970
 Camp Scholarship Funds
\$600
Total
\$22,090



Volunteers

So much of what Starlight is relies on Community, and one way Community shines is through Volunteers.

This year our ticketing service offered a Volunteer platform that helped us reach the community in a bold new way.



Volunteer Info

Costumes

27 Volunteers

757 hours

Shop Scene

12 Volunteers

300 hours

Box Office and Concessions

102 Volunteers

3,000 hours

Tota

142 Volunteers

4057 hours

Other Highlights of the Season

Record Breaking audition numbers

- ✿ We had over 350 people audition
- ✿ We Implemented an online audition form that helped greatly expedite the audition process

College Wide Juneteenth Celebration

- ✿ 850 people attended the opening night of The Color Purple
- ✿ Special ticket prices were offered
- ✿ Several College organizations attended

Season Strike Day

- ✿ Over 55 Volunteers gathered together a Sunday after the Season was over, and helped strike, clean and organize Starlight



THANK YOU

16

For your support and your time

Rock Valley College

14th Day Census Enrollment (Spring 2025)

Background

Data to inform this report have been captured and submitted to the Illinois Community College Board (ICCB). Spring census enrollment identifies the number of students officially enrolled in credit courses at the College at the end of registration for the spring term. Fourteenth day census enrollment includes students enrolled in Arts, Sciences, and Career Education (i.e. credit courses); Adult Education; and Vocational Skills courses in Community/Continuing Professional Education. It is intended to provide a “snapshot” or point in time view of spring enrollment. At the College, data to inform this report are captured on the 14th “class” day from the first day of classes, including Saturdays.

Summary of Spring 14th Day Census Enrollment

Table 1 shows the unduplicated headcount, credit hours, and full-time equivalent enrollment on the 14th day of spring terms across the most recent five years. Table 1 also includes the five-year change, provided in terms of percentage change.

Table 1: Multi-year Spring 14th Day Census Enrollment

	Spring 2021	Spring 2022	Spring 2023	Spring 2024	Spring 2025	5-year Change
Unduplicated Headcount	5,119	4,226	5,951	5,887	6,537	27.70%
Credit Hours	49,174.5	42,949.5	52,272.5	52,003.0	55,354.0	12.57%
Full-time Equivalent	3,278.30	2,863.30	3,484.83	3,466.87	3,690.27	12.57%
1 st Day of Class	1/9/2021	1/8/2022	1/14/2023	1/13/2024	1/11/2025	NA
Census (14 th) Day	1/26/2021	1/25/2022	1/31/2023	1/30/2024	1/28/2025	NA

Data in Table 1 indicate the following:

- Over the 5-year period, unduplicated headcount as reported on the 14th class day increased by 27.70%. The annual change in headcount reflects an increase of 11.04% from FY24 to FY25
- Over the 5-year period, credit hours and full-time equivalents (FTE) increased by 12.57%. The annual change indicates an increase of 6.44% from FY24 to FY25.
- Headcount is growing at a faster rate than credit hours and FTE, suggesting that more students are enrolling part time.

The increase in enrollment from Spring 2024 to Spring 2025 can be attributed to a rise in Arts, Sciences, and Career Education course enrollments.

Rock Valley College

Data Brief: Student Profile - Arts, Sciences, and Career Education *Board of Trustees Committee of the Whole – March 11, 2025*

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Background

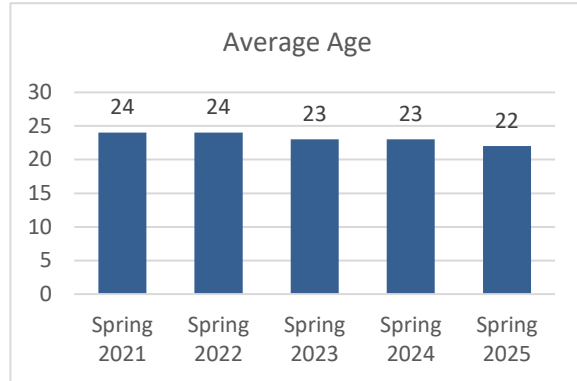
This report provides information describing students enrolled in Arts, Sciences, and Career Education (ASCE) credit courses at Rock Valley College (RVC) in the Spring 2025 term. The report is divided into five sections – a Quick Facts page, overall student profile, new student profile, first-time student profile, and group comparisons. The Quick Facts page provides a visual brief of multiyear comparison and term data. The additional sections are designed to provide detailed demographic information for full-time and part-time students.

Data to produce this Student Profile report are captured with compliance submissions made to the Illinois Community College Board (ICCB), specifically, A1 (Annual Enrollment) and 14th Day Census Enrollment for Spring. Student profile data pull ASCE credit students from these more general submissions and are used to develop this student profile report.

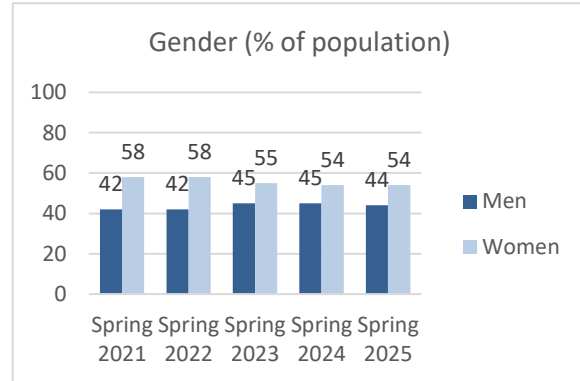
Quick Facts – Multiyear Comparisons of Key Demographics

The unduplicated headcount for Spring 2025 is 6,269 students.

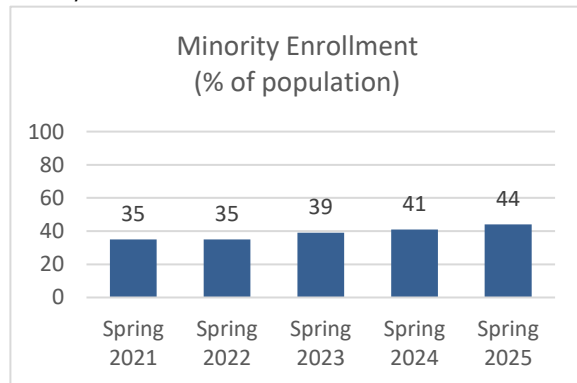
The average student age has declined from 24 to 22 years.



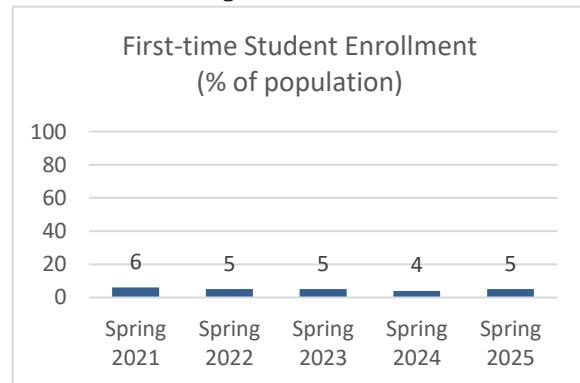
Most students identify as women, but the percentage has decreased.



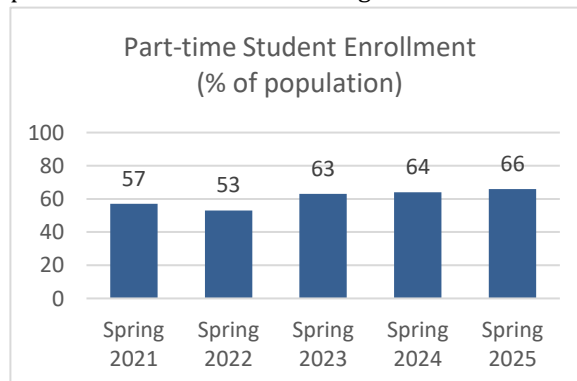
The percentage of students identifying as racial/ethnic minorities has increased.



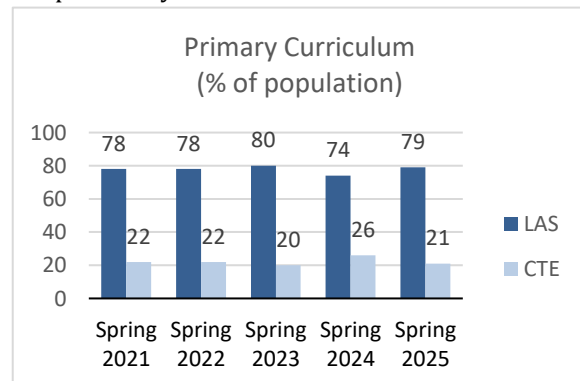
Only 5% of students are considered first-time students new to higher education.



Most students are enrolled part time (enrolled in less than 12 credit hours), and the percentage of part-time students is increasing.



Most students have a primary curriculum in Liberal Arts & Sciences, the percentage has increased from the previous year.



Overall Students

Tables 1 through 6 summarize the age, gender, highest degree earned, race and ethnicity, residency status, and primary curriculum of all students enrolled in Arts, Sciences, and Career Education courses as of the Spring 2025 enrollment census. Table cells with less than 30 students are marked with asterisks to preserve anonymity.

Data from Quick Facts and tables within this section indicate that most students enrolled in Spring 2025 are traditional age (79.0%), women (54.3%), white (52.0%), in district (95.3%), continuing (54.5%), enrolled part time (65.8%), enrolled in a Liberal Arts and Sciences (i.e., transfer) curriculum (78.8%), and have a high school diploma or GED as their highest degree earned (55.7%).

Table 1: Student Age

	Full-time Students	Part-time Students	Total	Percent
Traditional (24 and under)	1,836	3,118	4,954	79.0%
Non-traditional (25 and over)	310	1,005	1,315	21.0%

Table 2: Student Gender

	Full-time Students	Part-time Students	Total	Percent
Men	1,009	1,766	2,775	44.3%
Women	1,097	2,307	3,404	54.3%
Another Gender	*	*	*	0.0%
Unknown	39	48	87	1.4%

Table 3: Highest Level of Education

	Full-time Students	Part-time Students	Total	Percent
College: bachelor's degree or more	*	*	*	0.4%
College: less than bachelor's degree	33	99	132	2.1%
High school diploma or GED	1,418	2,071	3,489	55.7%
None	686	1,915	2,601	41.5%
Other	*	*	*	0.3%

Table 4: Student Race and Ethnicity

	Full-time Students	Part-time Students	Total	Percent
Asian	100	145	245	3.9%
American Indian or Alaska Native	*	*	*	0.3%
Black or African American	168	414	582	9.3%
Hispanic or Latino	556	1,126	1,682	26.8%
Native Hawaiian or Other Pacific Islander	*	*	*	0.1%
White	1,132	2,126	3,258	52.0%
Two or more races	80	171	251	4.0%
Non-resident Alien	31	*	36	0.6%
Unknown or choose to not respond	73	119	192	3.1%

Table 5: Residency Status

	Full-time Students	Part-time Students	Total	Percent
In-district	2,025	3,950	5,975	95.3%
Out-of-district or out-of-state	53	164	217	3.5%
Reciprocal agreements and chargebacks	68	*	77	1.2%

Table 6: Primary Curriculum

	Full-time Students	Part-time Students	Total	Percent
Arts & Sciences (Transfer)	1,678	3,260	4,938	78.8%
Career Education	468	863	1,331	21.2%

Table 7 provides information about student class level. Most students are classified as freshmen (38.1% have completed fewer than 30 semester hours) or sophomores (30.8% have completed 30 or more semester hours). An additional 30.0% of students are enrolled in high school, taking RVC courses as dual credit or dual enrollment.

Table 7: Overall Enrollment by Student Level Classification

	Full-time Students	Part-time Students	Total	Percent
High School	287	1,593	1,880	30.0%
Freshmen	1,034	1,352	2,386	38.1%
Sophomores	813	1,116	1,929	30.8%
Unclassified	*	62	74	1.2%
TOTAL	2,146	4,123	6,269	100%

Table 8 provides information about enrollment status for Spring 2025 and the previous four spring semesters. Most students currently enrolled are continuing students (54.5%), meaning they were previously enrolled in Fall 2024. About a quarter (30.0%) of students are also enrolled in high school, 6.8% are new (first-time, transfer, or pre-college), and 7.7% are returning, meaning they have attended RVC before but not during the most recent term.

Table 8: Enrollment Status (Spring 2021 – Spring 2025)

	Spring 2021	Spring 2022	Spring 2023	Spring 2024	Spring 2025
First time students in college-level work	288	221	264	251	307
<i>First time students in college-level work as a percent of total</i>	5.9%	5.5%	4.9%	4.5%	4.9%
New transfer students	86	50	110	109	109
<i>New transfer students as a percent of total</i>	1.8%	1.2%	2.0%	1.9%	1.7%
New pre-college students	*	*	*	*	*
<i>New pre-college students as a percent of total</i>	0.4%	0.1%	0.5%	0.2%	0.1%
Continuing	3,258	2,868	3,167	3,271	3,416
<i>Continuing students as a percent of total</i>	66.8%	70.3%	58.7%	58.1%	54.5%
Returning	543	441	472	487	480
<i>Returning students as a percent of total</i>	11.1%	10.9%	8.7%	8.7%	7.7%
High school students	462	351	1,249	1,412	1,880
<i>High school students as a percent of total</i>	9.5%	8.7%	23.1%	25.1%	30.0%
Students with degree beyond associates	220	120	107	87	68
<i>Students with degree beyond associates</i>	4.5%	3.0%	2.0%	1.5%	1.1%
TOTAL	4,876	4,055	5,396	5,628	6,269

New Students

New students include first-time students, new pre-college students, and transfer students. A first-time student is new to higher education, having never been enrolled in college-level classes before and now enrolled with more than 50 percent of their coursework at the college level. A new pre-college student is also new to higher education but with 50 percent or more of their coursework in adult education or remedial classes. A transfer student is a student entering RVC for the first time having earned credit at another institution of higher education.

Table 8 indicates that 425 (6.8%) of students enrolled for Spring 2025 are new. Tables 9 through 14 indicate that most new students are traditional age (74.1%), women (51.5%) and live in the RVC district (83.5%). These students also tend to be enrolled part time (61.4%) and have a high school diploma or GED as their highest level of education (90.1%). Most new students are enrolled in transfer programs (75.8%). The largest racial/ethnic group is White (40.9%), followed by Hispanic (29.2%).

Table 9: New Student Age

	Full-time Students	Part-time Students	Total	Percent
Traditional (24 and under)	131	184	315	74.1%
Non-traditional (25 and over)	33	77	110	25.9%

Table 10: New Student Gender

	Full-time Students	Part-time Students	Total	Percent
Men	81	116	197	46.4%
Women	77	142	219	51.5%
Another Gender	*	*	*	0.0%
Unknown	*	*	*	2.1%

Table 11: New Student Highest Level of Education

	Full-time Students	Part-time Students	Total	Percent
College: bachelor's degree or more	*	*	*	0.0%
College: less than bachelor's degree	*	*	*	0.5%
High school diploma or GED	143	240	383	90.1%
None	*	*	36	8.5%
Other	*	*	*	0.9%

Table 12: New Student Race and Ethnicity

	Full-time Students	Part-time Students	Total	Percent
Asian	*	*	30	7.1%
American Indian or Alaska Native	*	*	*	0.2%
Black or African American	*	37	55	12.9%
Hispanic or Latino	39	85	124	29.2%
Native Hawaiian or Other Pacific Islander	*	*	*	0.0%
White	68	106	174	40.9%
Two or more races	*	*	*	5.4%
Non-resident Alien	*	*	*	1.4%
Unknown or choose to not respond	*	*	*	2.8%

Table 13: New Student Residency Status

	Full-time Students	Part-time Students	Total	Percent
In-district	130	225	355	83.5%
Out-of-district or out-of-state	*	34	60	14.1%
Reciprocal agreements and chargebacks	*	*	*	2.4%

Table 14: New Student Primary Curriculum

	Full-time Students	Part-time Students	Total	Percent
Arts & Sciences (Transfer)	122	200	322	75.8%
Career Education	42	61	103	24.2%

First-time College-level Students

In Spring 2025, 307 students are classified as first-time, which is 4.9% of total enrollment. Tables 15 through 20 indicate that most first-time students are part time (61.9%), traditional age (77.2%), women (49.8%), and live in the RVC district (84.7%). These students also tend to have a high school diploma or GED as their highest level of education (87.9%) and tend to be enrolled in transfer programs (74.6%). The largest racial or ethnic group is White (39.7%) followed by Hispanic (30.9%).

Table 15: First-time Student Age

	Full-time Students	Part-time Students	Total	Percent
Traditional (24 and under)	93	144	237	77.2%
Non-traditional (25 and over)	*	46	70	22.8%

Table 16: First-time Student Gender

	Full-time Students	Part-time Students	Total	Percent
Men	57	89	146	47.6%
Women	54	99	153	49.8%
Another Gender	*	*	*	0.0%
Unknown	*	*	*	2.6%

Table 17: First-time Student Highest Level of Education

	Full-time Students	Part-time Students	Total	Percent
College: bachelor's degree or more	*	*	*	0.0%
College: less than bachelor's degree	*	*	*	0.0%
High school diploma or GED	99	171	270	87.9%
None	*	*	34	11.1%
Other	*	*	*	1.0%

Table 18: First-time Student Race and Ethnicity

	Full-time Students	Part-time Students	Total	Percent
Asian	*	*	*	6.5%
American Indian or Alaska Native	*	*	*	0.3%
Black or African American	*	31	40	13.0%
Hispanic or Latino	31	64	95	30.9%
Native Hawaiian or Other Pacific Islander	*	*	*	0.0%
White	47	75	122	39.7%
Two or more races	*	*	*	6.2%
Non-resident Alien	*	*	*	1.3%
Unknown or choose to not respond	*	*	*	2.0%

Table 19: First-time Student Residency Status

	Full-time Students	Part-time Students	Total	Percent
In-district	95	165	260	84.7%
Out-of-district or out-of-state	*	*	40	13.0%
Reciprocal agreements and chargebacks	*	*	*	2.3%

Table 20: First-time Student Primary Curriculum

	Full-time Students	Part-time Students	Total	Percent
Arts & Sciences (Transfer)	89	140	229	74.6%
Career Education	*	50	78	25.4%

Group Comparisons

Tables 21 through 26 show demographic characteristics of the overall group of students enrolled as compared to those of new and first-time students.

Table 21: Group Comparison - Age

	Overall	New	First Time
Traditional (24 and under)	79.0%	74.1%	77.2%
Non-traditional (25 and over)	21.0%	25.9%	22.8%
Average Age	22.0	23.1	22.2

Most students in all three groups are traditional age. However, the percentage of traditional age students in the overall group (79.0%) is larger than that of the first-time student group (77.2%) and the new student group (74.1%).

Table 22: Group Comparison - Gender

	Overall	New	First Time
Men	44.3%	46.4%	47.6%
Women	54.3%	51.5%	49.8%
Another Gender	0.0%	0.0%	0.0%
Unknown	1.4%	2.1%	2.6%

Overall, more students are women (54.3%) than men (44.3%). This pattern is also true for new students (51.5% women) and first-time students (49.8% women).

Table 23: Group Comparison - Race/Ethnicity

	Overall	New	First Time
Asian	3.9%	7.1%	6.5%
American Indian or Alaska Native	0.3%	0.2%	0.3%
Black or African American	9.3%	12.9%	13.0%
Hispanic or Latino	26.8%	29.2%	30.9%
Native Hawaiian or Other Pacific Islander	0.1%	0.0%	0.0%
White	52.0%	40.9%	39.7%
Two or more races	4.0%	5.4%	6.2%
Non-resident Alien	0.6%	1.4%	1.3%
Unknown or choose to not respond	3.1%	2.8%	2.0%

Historically minoritized racial and ethnic groups are better represented among first-time students (56.9%) and new students (54.8%) than within the overall student population (44.4%).

Table 24: Group Comparison - Highest Level of Education

	Overall	New	First Time
College: bachelor's degree or more	0.4%	0.0%	0.0%
College: less than bachelor's degree	2.1%	0.5%	0.0%
High school diploma or GED	55.7%	90.1%	87.9%
None	41.5%	8.5%	11.1%
Other	0.3%	0.9%	1.0%

Most students in all three groups have a high school diploma or GED as the highest level of education previously completed.

Table 25: Group Comparison - Residency Status

	Overall	New	First Time
In-district	95.3%	83.5%	84.7%
Out-of-district or out-of-state	3.5%	14.1%	13.0%
Reciprocal agreements and chargebacks	1.2%	2.4%	2.3%

Overall, most students have in-district residency (95.3%). New students (14.1%) and first-time students (13.0%) are more likely than the overall student group (3.5%) to live out-of-district.

Table 26: Group Comparison - Primary Curriculum

	Overall	New	First Time
Arts & Sciences (Transfer)	78.8%	75.8%	74.6%
Career Education	21.2%	24.2%	25.4%

Arts and Sciences (i.e., transfer) is the primary curriculum for all three student groups. First-time students (25.4%) and new students (24.2%) are more likely to be enrolled in career education than the overall student population (21.2%).

Downtown West Review of: Programs, Students, Faculty, and Staff



Board of Trustees Committee of the Whole
March 11, 2025

Hansen Stewart, Ed.D., Vice President of CTE & Workforce Development
Amanda Smith, Ed.D., Vice President of Academic Affairs/CAO

Executive Summary

Programs

Programs are planned based on community and workforce needs. Technical programs will be housed in the Training Center, including Automotive Technology, E-Vehicle Repair, Collision Repair, Truck Driver Training, and Criminal Justice.

Educational programs housed in the Learning Center will include Adult Learning, Early Childhood Education, and Human Services. Adult Education and Refugee & Immigrant Services will also be included.

Student Enrollment

It is anticipated that students from the surrounding zip codes will be reflected in the enrollment. The programs chosen will provide opportunity for enrollment to increase in the coming years.

Faculty & Staffing

It is essential to ensure the faculty and staff employed at the Downtown West campus are sufficient to meet the unique needs of the community.

Programs

When determining the programs to be housed at RVC Downtown West, the College considered several factors:

- Labor market needs
- Community outlook
- Facility needs for programming

Decisions to refine the anticipated programming factored in those considerations and the opportunity to build a Fire Training Center in collaboration with the Village of Loves Park.

Labor Market Demand for Downtown Programs

Program	Jobs (2024)	Projected Job Growth (2024-2029)	Annual Openings
Automotive Technology	1,347	0.0%	116
Collision Repair	177	-15.3%	14
Truck Driver Training	2,013	+3.8%	230
Criminal Justice	776	+1.9%	64
Human Services	595	+3.0%	66
Early Childhood Education	2,267	-2.6%	316

Source: Lightcast Program Development & Review, Q1, 2025

Enrollment Trends & Projections

Program	FY2020	FY2021	FY2022	FY2023	FY2024	Projected
Automotive Technology	41	43	63	92	105	120
Collision Repair	N/A	N/A	N/A	N/A	8	24
Truck Driver Training	28	44	90	90	139	40 Downtown
Criminal Justice	289	290	334	330	312	390
Cadet Program	N/A	N/A	N/A	N/A	N/A	10
Community Space	N/A	N/A	N/A	N/A	N/A	N/A
Human Services	N/A	N/A	N/A	N/A	N/A	40
Early Childhood Education	80	133	132	107	123	154
Adult Education	1,016	637	850	1,039	891	1,298
Refugee & Immigrant Services	395	490	417	802	1,222	1,527

Faculty and Staffing Needs

In order for the new Downtown West campus to effectively meet the needs of the students, it must be adequately staffed.

Program	Current Staffing	To Be Hired
Automotive Technology	3 faculty	N/A
Collision Repair	1 coordinator/instructor	N/A
Truck Driver Training	3 instructors	N/A
Criminal Justice	N/A	1 coordinator
Cadet Program	N/A	N/A
Human Services	1 coordinator (part-time)	1 coordinator (full-time)
Early Childhood Education	1 coordinator	2 PT Lab Instructors/4 tutors
Adult Education	5 staff members	N/A
Refugee & Immigrant Services	9 staff members	N/A
Student Affairs	N/A	2 advisors
Administration	1 vice president 1 dean	2 police officers

Questions?



Purchase Report-A - FY2025 Amendments

Recommendation: Board approval for items marked with an asterisk.

A. Testing Professional Services – (Capital – Downtown West Site Improvements)

Terracon Consultants, Inc	Downers Grove, IL	\$25,000.00*(1)
		Not to Exceed

1. This increase is due to a higher-than-estimated cost for the State Historical Preservation Office (SHPO) Level II HIBS (HIBS is a level of historic building documentation within the Historic American Building Survey (HABS) system) documentation and the UST (underground storage tank) removal observation and reporting scope for the Downtown Campus. This is a not to exceed.

Original approved amount	\$50,000.00	
Increase requested	\$25,000.00	
New total expenditure	\$75,000.00	Not to Exceed

FY2025 Budgeted Capital Expense
Original Board Report BR #8206-A

B. Utilities – (Electricity – Plant Operations and Maintenance)

ComEd	Chicago, IL	\$37,000.00*(2)
		Not to Exceed

2. This increase is due to rising electricity rates and higher-than-estimated electricity usage at main campus, the Advanced Technology Center (ATC), and Downtown Campus. Electricity rates are expected to increase as of June 1, 2025, and this increase will cover the remainder of the fiscal year. This is a not to exceed.

Original approved amount	\$ 95,000.00	
Increase requested	\$ 37,000.00	
New total expenditure	\$132,000.00	Not to Exceed

FY2025 Budgeted Expense
Original Board Report BR #8156-D

Purchase Report-A - FY2025 Amendments

C. Maintenance Services – (Maintenance Services Plant Operations Equipment – Plant Operations and Maintenance)

Helm Service	Freeport, IL	\$50,000.00*(3) Not to Exceed
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3. This increase is to cover necessary maintenance services caused by aging infrastructure. Services have included a bathroom water valve requiring asbestos abatement, frequency drive on air handler number two in the Stenstrom Student Center, parts for the six Aaron units at the ATC, repairs to boiler number three in the Boiler House, and new mixing valves for the JCSM eye wash stations. This is a not to exceed.

Original approved amount	\$110,000.00	
Increase requested	\$ 50,000.00	
New total expenditure	\$160,000.00	Not to Exceed

FY2025 Budgeted Expense
Original Board Report BR #8156-D

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

Purchase Report-B - FY2025 Purchases

Recommendation: Board approval for items marked with an asterisk.

A. Professional Services – (Other Contractual Services – SCC4 Advanced Manufacturing Grant)

The New Growth Group, LLC	Cleveland, OH	\$50,000.00*(1) Not to exceed
Measurement Incorporated	Durham, NC	\$47,630.00
Swail Landis	Virginia Beach, VA	\$50,000.00
Maberry Consulting	Fairview Heights, IL	\$60,000.00
MV Evaluation Services, LLC	Durham, NC	\$61,520.00

1. This expense is for a third-party developmental evaluator required for the Strengthening Community Colleges Round 4 grant (SCC4). The developmental evaluator will provide services including communication support with the national evaluator, documentation, and final evaluation reports and feedback. The reports will be used to enhance future grant applications. These services depend on the vendor's fitness and ability and require professional and business judgement on the part of the vendor. Five (5) vendors provided proposals for the services, and after review of the proposals, The New Growth Group was determined to be the best fit for the College. The proposal from Measured Incorporated did not meet the grant's requirements, and Swail Landis did not have experience with federal grants. This is the first of a four-year agreement and is a not to exceed.

*This is exempt from Bid under the Illinois State Statute (110 ILCS 805/3-27.1)
Exemption A: 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.*

FY2025 Grant Expense

B. Bond Rating Fee – (Other Contractual Services – General Institution Expense)

S & P Global Ratings	Chicago, IL	\$39,710.00*(2) Not to exceed
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2. This expense is for the bond rating fee for the 2025 Debt Certificates and the 2025 Bonds that will be issued in order to pay for the construction and equipping of the Downtown West facility. This is a not to exceed.

*This is exempt from Bid under the Illinois State Statute (110 ILCS 805/3-27.1)
Exemption A: 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.*

FY2025 Budgeted Expense

Purchase Report-B - FY2025 Purchases

C. Welding Simulators – (Capital Instructional Equipment – CTE Enrichment Program)

Your Safety Company	Chambersburg, PA	\$61,990.00*(3)
DEPCO Enterprises, LLC	Pittsburg, KS	\$66,696.00

3. This expense is for two (2) AugmentedArc Augmented Reality Welding Systems and their cases to be used by the Career and Technical Education Enrichment Program. Bid #25-06 AR Welding Simulators received two responses opened on February 28, 2025. These simulators will be used for the continued expansion of SMART Camp and will provide a safe means for sixth through eighth grade students to experience hands-on exposure to welding.

FY2025 Grant Expense

D. Equipment Installation – (Site Improvements – Engineering Our Future Initiatives)

Helm Service	Freeport, IL	\$52,000.00*(4)
		Not to exceed

4. This expense is for the installation at the Advanced Technology Center (ATC) of the four (4) robotic welders and three (3) mechatronic robots approved by the Board on August 27, 2024. The equipment has all been received and needs to be installed. The installation includes duct work, compressed air, and 110 volt and 480 high voltage electrical work. Helm Service has been the College’s unit bidder for electrical services since Bid #21-08. This unit bidder contract is for five years and expires in 2026.

FY2025 Grant Expense

Purchase Report-B - FY2025 Purchases

E. Roof Repair – (Maintenance Services Buildings – Plant Maintenance)

Distinctive Roofing, Inc	Rockford, IL	\$56,280.00*(5)
		Not to exceed
BP Roofing Solutions	Loves Park, IL	\$61,600.00
McDermaid Roofing & Insulating	Rockford, IL	\$154,400.00

5. This expense is for the emergency repair of the roof of the Support Services Building (SSB). The roof received extensive wind damage on January 27, 2025, and needs to be repaired. Three quotes were obtained, and Distinctive Roofing was the lowest responsible vendor.

*This is exempt from Bid under the Illinois State Statute (110 ILCS 805/3-27.1)
Exemption M: Where funds are expended in an emergency.*

FY2025 Budgeted Expense

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

Purchase Report-C - FY2025 Purchases

Recommendation: Board approval for items marked with an asterisk.

All items on this Purchase Report pertain to Bid #25-01-D05 Main Package for Downtown Campus for the construction of the Downtown West campus. This bid contained fourteen (14) separate packages, numbered 5.01 to 5.14. The bid was released on Wednesday, January 15, 2025, and 573 vendors were notified of the release. Thirty-eight vendors submitted responses which were opened on February 25, 2025. Bid package 5.10 Automotive Lifts received one response, but upon review the vendor confirmed they had made an error in the scope of work and requested to withdraw their submittal. As a result, this report does not include a recommendation to award package 5.10, and that package will be rebid. All other packages are included in this report. All of the recommended awards have been reviewed and vetted by Ringland Johnson Construction as the project’s Construction Manager at Risk. All the recommended awards have confirmed participation in an apprenticeship program approved by and registered with the United States Department of Labor’s Office of Apprenticeship and Training, with the exception of package 5.09, which has confirmed the use of subcontractors who meet the requirement.

A. Masonry – (Capital – Downtown West New Facilities)

Jimmy’z Masonry Corp	Crystal Lake, IL	\$948,000.00*(1)
		Not to exceed
J. P. Cullen & Sons Inc	Janesville, WI	\$1,088,767.00
Mike Harris Mason Contractor	Rockford, IL	\$1,596,500.00

1. This expense is for bid package 5.01 Masonry. This is a not to exceed.

FY2025 Capital Expense

B. General Trades – (Capital – Downtown West New Facilities)

Ruiz Construction Co	Rockford, IL	\$3,584,000.00*(2)
		Not to exceed
J. P. Cullen & Sons Inc	Janesville, WI	\$3,782,683.00

2. This expense is for bid package 5.02 General Trades Including Carpentry and Finishes. This is a not to exceed.

FY2025 Capital Expense

Purchase Report-C - FY2025 Purchases

C. Metal Panels – (Capital – Downtown West New Facilities)

American Igloo Builders	Libertyville, IL	\$1,911,590.00*(3)
		Not to exceed
East Moline Sheet Metal	Moline, IL	\$1,700,000.00

3. This expense is for bid package 5.03 Metal Panels, Insulation, and Cold Form Metal Framing. The lowest respondent, East Moline Sheet Metal, did not include the required forms and was deemed non-responsive upon legal review. This is a not to exceed.

FY2025 Capital Expense

D. Roofing – (Capital – Downtown West New Facilities)

H. C. Anderson Roofing Co	Rockton, IL	\$1,238,857.00*(4)
		Not to exceed
Sterling Commercial Roofing	Sterling, IL	\$1,258,440.00
Distinctive Roofing	Rockford, IL	\$1,480,197.00
BP Roofing Solutions	Loves Park, IL	\$2,317,000.00

4. This expense is for bid package 5.04 Roofing. This is a not to exceed.

FY2025 Capital Expense

E. Glass and Glazing – (Capital – Downtown West New Facilities)

Cardinal Glass Company	Rockford, IL	\$2,191,000.00*(5)
		Not to exceed
Rock Valley Glass	Cherry Valley, IL	\$2,696,000.00

5. This expense is for bid package 5.05 Curtain Wall/Glass & Glazing. This is a not to exceed.

FY2025 Capital Expense

Purchase Report-C - FY2025 Purchases

F. Metal Studs – (Capital – Downtown West New Facilities)

The Rockwell Group	Freeport, IL	\$2,770,800.00*(6)
		Not to exceed
Koja Construction	Machesney Park, IL	\$3,208,000.00

6. This expense is for bid package 5.06 Metal Studs, Drywall, Insulation, and Ceilings. This is a not to exceed.

FY2025 Capital Expense

G. Tile and Terrazzo – (Capital – Downtown West New Facilities)

Northern IL Terrazzo & Tile Co	Rockford, IL	\$204,200.00*(7)
		Not to exceed
Rockford Central Tile & Terrazzo	Rockford, IL	\$258,863.00

7. This expense is for bid package 5.07 Tile and Terrazzo. This is a not to exceed.

FY2025 Capital Expense

H. Flooring – (Capital – Downtown West New Facilities)

Boss Carpet One, LLC	Dixon, IL	\$399,826.00*(8)
		Not to exceed
Benchmark Flooring	Loves Park, IL	\$411,664.00
Rockford Carpetland USA Inc	Rockford, IL	\$432,246.00
Best Buy Interior Finishes	Naperville, IL	\$640,700.00

8. This expense is for bid package 5.08 Resilient Flooring and Carpeting. This is a not to exceed.

FY2025 Capital Expense

Purchase Report-C - FY2025 Purchases

I. Food Service – (Capital – Downtown West New Facilities)

Boelter LLC	Chicago, IL	\$145,129.00*(9)
		Not to exceed
Great Lakes West LLC	Mattawan, MI	\$153,926.00

9. This expense is for bid package 5.09 Food Service. This is a not to exceed.

FY2025 Capital Expense

J. Fire Protection – (Capital – Downtown West New Facilities)

Nelson Fire Protection	Rockford, IL	\$216,062.00*(10)
		Not to exceed
Automatic Fire Systems	Rockford, IL	\$340,728.00
SJ Carlson Fire Protection	Rockford, IL	\$589,275.00

10. This expense is for bid package 5.11 Fire Protection. This is a not to exceed.

FY2025 Capital Expense

K. Plumbing – (Capital – Downtown West New Facilities)

Miller Engineering Co	Rockford, IL	\$1,706,939.00*(11)
		Not to exceed
Hartwig Mechanical LLC	Harvard, WI	\$2,137,350.00
Helm Mechanical	Freeport, IL	\$2,392,000.00
Nelson Carlson Mechanical	Rockford, IL	\$2,729,590.00

11. This expense is for bid package 5.12 Plumbing. This award includes the base bid and the addition of alternate five (5), which is the installation of an oil separator system at the Downtown Training Center and the installation of a grease interceptor system at the Downtown Learning Center. This is a not to exceed.

FY2025 Capital Expense

Purchase Report-C - FY2025 Purchases

L. HVAC – (Capital – Downtown West New Facilities)

Miller Engineering Co	Rockford, IL	\$5,224,300.00*(12)
		Not to exceed
Hartwig Mechanical	Harvard, IL	\$5,624,600.00
Helm Mechanical	Freeport, IL	\$6,394,000.00

12. This expense is for bid package 5.13 HVAC. This is a not to exceed.

FY2025 Capital Expense

M. Electrical – (Capital – Downtown West New Facilities)

Helm Electric	Sterling, IL	\$6,685,700.00*(13)
		Not to exceed
Kelso-Burnett Co	Rolling Meadows, IL	\$7,985,000.00
The Morse Group	Freeport, IL	\$8,148,300.00
Miller Engineering	Rockford, IL	\$8,976,500.00

13. This expense is for bid package 5.14 Electrical, Low Voltage, Technology, Audio Visual, and Fire Alarm. This is a not to exceed.

FY2025 Capital Expense

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

ROCK VALLEY COLLEGE
Cash and Investment Report
February 28, 2025

	Month End Balance
<u>Operating Cash Accounts</u>	
Illinois Bank & Trust	6,173,976
PMA Operating Cash	11,327,269
Petty Cash	3,965
ISDLAF*	11,925,454
Total Operating Cash:	29,430,664
<u>Operating Investments Accounts</u>	
PMA Operating	42,949
ISDLAF*	688,247
CD's and CDARS	44,944,818
Treasuries	15,738,331
ISDLAF Term Series	2,750,000
Total Operating Investments:	64,164,345
Total Operating Cash & Investments:	93,595,008

Total Operating Cash and Investments on January 31, 2025	97,793,062
Total Operating Cash and Investments on February 28, 2025	93,595,008
Total Operating Cash and Investments on February 28, 2024	88,191,264
% of Operating Budget	92.02%
Change in Operating Cash and Investments since January 31, 2025	(4,198,054)

*Illinois School District Liquid Asset Fund

	Month End Balance
<u>Working Cash Accounts</u>	
ISDLAF*	2,366,661
Total Working Fund Cash:	2,366,661

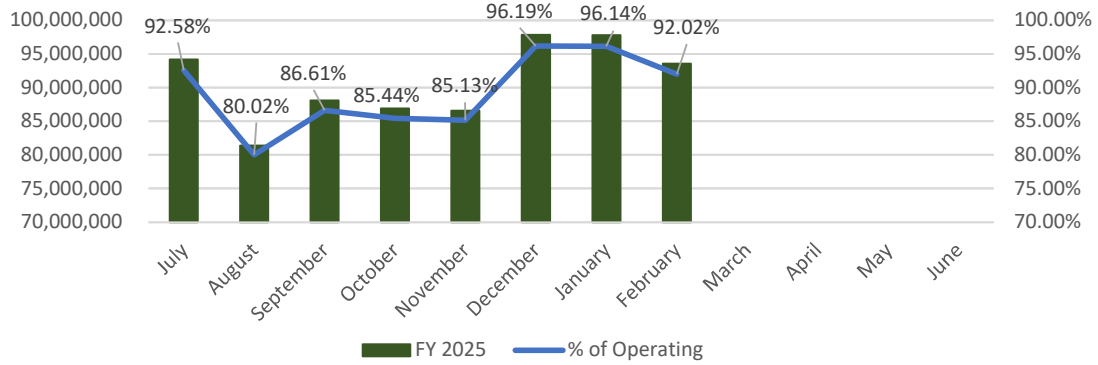
Total Working Cash Funds on January 31, 2025	2,358,893
Total Working Cash Funds on February 28, 2025	2,366,661
Change in Working Cash Funds since February 28, 2025	7,768

*Illinois School District Liquid Asset Fund

	Month End Balance
<u>Capital Funds</u>	
Debt Service	61,137
Life Safety	3,222,964
CDB Escrow	18,643,013
Building Funds	1,636,923
Total Capital Funds:	23,564,036

Total Capital Funds on January 31, 2025	23,489,305
Total Capital Funds on February 28, 2025	23,564,036
Change in Capital Funds since February 28, 2025	74,731

Operating Cash Balance and % Coverage of FY'25 Operating Budget



Month / Year	Cash & Investments	Capital	Total
February 2025	93,595,008	23,564,036	117,159,044
February 2024	88,191,264	12,055,291	100,246,555
January 2025	97,793,062	23,489,305	121,282,367
January 2024	89,622,418	12,080,229	101,702,648
December 2024	97,836,468	22,888,518	120,724,986
December 2023	86,619,649	12,022,984	98,642,633
November 2024	86,593,948	34,956,285	121,550,233
November 2023	87,396,331	20,349,393	107,745,724
October 2024	86,909,426	36,439,132	123,348,557
October 2023	86,279,617	20,962,436	107,242,052
September 2024	88,096,984	36,073,771	124,170,755
September 2023	88,021,757	19,753,543	107,775,300
August 2024	81,392,300	31,630,251	113,022,551
August 2023	85,365,989	18,758,217	104,124,206
July 2024	94,170,928	18,966,575	113,137,503
July 2023	82,104,819	17,993,199	100,098,019
June 2024	95,190,321	18,733,561	113,923,882
June 2023	83,887,036	16,942,490	100,829,526
May 2024	87,363,344	13,008,319	100,371,663
May 2023	76,503,790	13,085,170	89,588,960
April 2024	86,332,941	12,124,823	98,457,764
April 2023	75,375,546	11,330,563	86,706,108
March 2024	86,836,088	12,144,016	98,980,104
March 2023	76,720,650	11,325,913	88,046,563
February 2024	88,191,264	12,055,291	100,246,555
February 2023	73,535,274	11,506,241	85,041,515

Financial Risk Management Financial Contingency Plan



Board of Trustees Committee of the Whole
March 11, 2025

Ms. Ellen Olson, Vice President of Finance & CFO

Financial Contingency Plan

The financial contingency plan for Rock Valley College helps the College prepare for financial challenges and reduce risk. It includes assessment of the College's financial health, creating a budget, and communicating openly.

- **Budgeting:** Prioritize spending and allocate resources to meet the College's goals.
- **Communication:** Be transparent about financial challenges and risk-mitigation strategies.
- **Scenario analysis:** Consider how the College might respond to different financial scenarios.
- **Cash availability:** Ensure the College has enough cash on hand.

Budget

Rock Valley College presents itself clearly and completely. This is evidenced through engagement in a transparent and public budget process, which demonstrates both fiscal responsibility and accountability to its community, which it serves.

Annually the College holds a public budget hearing where notice is published at least 30 days prior.

The Tentative Budget is available for public inspection at least 30 days prior to final adoption by the Board of Trustees either to review in person in Financial Services or on the website.

Budget Process

Annual Budget Process

- Bottom up, zero-based budgeting
 - In early January, budget templates are distributed to over 40 budget managers.
 - Budget managers are responsible for budgeting the following items:
 - Department specific revenue, excluding tuition and fees for credit courses.
 - All expenses, except compensation for full-time (FT) and continuous part-time employees (CPT), and associated benefits.
 - Compensation for full-time and continuous part-time employees, with associated benefits, is prepared by Finance.
 - A list of current FT and CPT employees is prepared by division and distributed to Cabinet members.
 - Cabinet members review the list for completeness and provide any adjustments (current open positions, deletions, & other changes).
 - New positions are presented to the President for justification and review. Finance is notified of approved new positions for addition.

Budget Process (continued)

The following revenue items are prepared by Finance:

- **Tuition & Fees:** Based on projected credit hours and tuition and fee rates.
- **State Apportionments:** Fiscal year apportionments are generally not approved by the State of Illinois in advance of the final budget. Attention is given to communication from the Illinois Community College Board (ICCB) regarding proposals submitted to the Governor's Office of Management & Budget (GOMB) as well as the Governor's proposed budget when released.
- **Local Property Taxes:** The College tracks the Equalized Assessed Value (EAV) annually, monitoring the annual change. EAV has increased annually since 2015. The average annual increase over the past 5 years (Levy Years 2019-2023) has been 6.36%. The College will take that into consideration, but also attention to projected home value appreciation (or depreciation) in determining the assumption that is shared when the tentative budget is presented.

Budget Process (continued)

Once all inputs are received and processed, the budget is consolidated.

A review is conducted by the Chief Financial Officer (CFO) to identify any inconsistencies or items that have been overlooked.

Budget is reviewed for variances between the prior fiscal year, projected current fiscal year, and the current fiscal year budget for consistencies and significant variances. Example, as the FY2026 Budget is prepared, it will be compared against the FY2024 Actuals, the FY2025 Forecast, and the FY2025 Budget.

If questions are raised during this review:

1. CFO will communicate with the respective vice president over the division for verification of input or to obtain additional information.
2. If the challenge is a campus-wide issue, the CFO will address it with the entire Cabinet and open it to discussion and consensus.

Budget Process (continued)

Once the CFO deems the budget complete, it is presented to the President for review, comments and adjustments prior to bringing the Tentative Budget to the Board of Trustees.

The Tentative Budget is presented to the Board of Trustees for approval and the Budget Hearing is scheduled. The Tentative Budget is then available for review in-person and posted to the College's website.

The Budget Hearing is typically scheduled prior to the Regular Board Meeting to address any questions or hear comments from the public.

Upon approval of the budget by the Board of Trustees, the Final Budget is posted on the College's website.

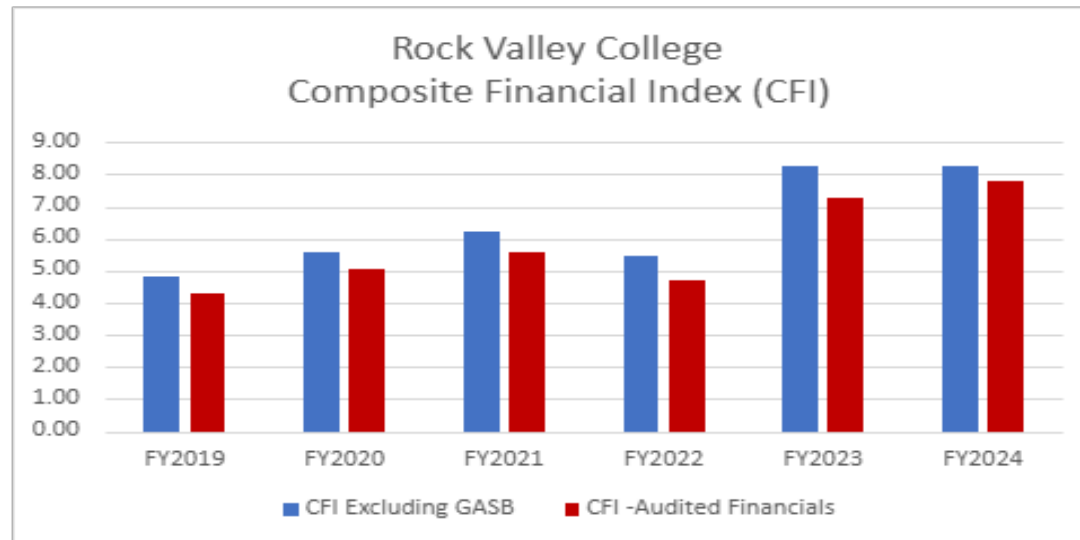
Institutional Transparency and Fiscal Stewardship

Rock Valley College demonstrates to our external constituents, a commitment of transparency and fiscal responsibility in a variety of ways including: transparent budgeting, a strong bond rating, accountability metrics and clean audit reports.

Bond Rating and CFI

The College's financial stewardship is also reflected in its bond rating and Composite Financial Index (CFI). The College has maintained a Standard & Poor's (S&P) AA rating for the past 9 years. An AA rating reflects a very high level of safety for meeting financial commitments, accompanied by very low credit risk.

Additionally, Rock Valley College has maintained a Comprehensive Financial Index ranging between 4.28 to 7.80 over the past 6 fiscal years. This score is reported to the Higher Learning Commission and combines four principle ratios: primary reserve ratio, net operating revenue ratio, return on assets, and viability ratio. Rock Valley's number demonstrates adequate financial resources.



Annual Audit and Annual Comprehensive Financial Report

Rock Valley College has received an unmodified opinion from the independent annual audit completed by Sikich. The unmodified opinion states that the financial statements present fairly, in all material respects, the respective financial statements of the College.

Rock Valley College has been awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association for 17 consecutive years. To receive this award, a government organization must publish an easily readable and efficiently organized annual comprehensive financial report that satisfies both generally accepted accounting principles and applicable legal requirements.

Pursuant to Section 3-22.2 of the *Public Community College Act*, each district is required to publish a financial statement at least annually in a newspaper of general circulation. A copy of this publication is required to be filed with the ICCB.

Financial Risk Management Measures

Reports to Board of Trustees

- Financial Reports provided quarterly.
- 10 Year Forecast completed annually.

Board Policies:

- Board Policy 5:10.080 Banking and Investment Policy – provides that the College's investment program will be operated in conformance with all legal requirements including the Illinois Public Funds Investment Act 30 ILCS 235.
- Board Policy 5:10.150 Bond Record Keeping Policy – provides that the College maintains sufficient records to demonstrate compliance with its covenants and expectations for debt obligation.
- Board Policy 5:10.160 Operating Fund Balance – provides the guidelines for unreserved fund balances in the College's operating fund to maintain an operating fund balance of 35-50% of the following year's budget expenses.
- Board Policy 5:10.170 Bond Disclosure Compliance – ensures compliance with responsibilities under federal securities laws, including disclosures required under Rule 15c2-12 of the Security Exchange Act of 1934, as amended.

Cash Availability

The Cash & Investment report is provided to the Board of Trustees monthly.

The College's investment portfolio is "laddered."

The portfolio is structured by purchasing investments that mature during different periods throughout the year. As each investment matures, proceeds, unless needed, are reinvested at the longer-end term of the ladder, which is typically the highest yield.

Over the past several years, the Board has transferred excess net revenues from the Operating Funds (Fund 01 and 02) to the following:

- Restricted Operating & Maintenance (Fund 03) to fund future expenses for property, plant and maintenance.
- Other Post-Employment Benefits (OPEB) Liability Fund (Fund 19). The College contributes to the College Insurance Plan (CIP), a cost-sharing, multiple employer defined benefit post-employment health care plan administered by the State of Illinois. On January 23, 2018, the Board approved BR#7478 Creation of the Post Employment Benefit Liability Fund. The College has actively been setting aside funds should the liability be passed on to the College.

Financial Risks

Financial risks at Rock Valley College include the following:

- Enrollment and retention.

The “demographic cliff” has been predicted since Americans started having fewer babies since the Great Recession around the end of 2007, with fewer high school graduates in the higher education pipeline.

- Federal Funding.
 - Reductions in restricted Federal program grants such as Adult Education, Refugee Services, and TRiO.
 - Reduction in student financial aid, including PELL, direct loans, and Federal Work Study.
- State of Illinois budgetary constraints.
 - Reduction in the base and equity operating grants.
 - Reduction in restricted grants programs.
- Decline in property tax EAV.

Financial Strategies

- Continuous monitoring of activities in the Federal and State government.
- Continue to transfer funds to the OPEB Fund so that any transfer to the College will not have an immediate impact to operations.
- Continue to transfer to Restricted Operations and Maintenance (O&M) in order to maintain existing campus facilities and for replacement of capital equipment.
- Maintain Fund Balance between 35% to 50%.

Possible Actions

- Assess and determine what actions need to be taken to get through one fiscal year of spending.
 - Assess which programs would no longer be operational due to enrollment and/or community needs.
 - Reduction in force.
- Increase tuition and fees. The tuition rate is bound by the Illinois Community College Act to be equal to 1/3 of the per-capita rate.

FY2024 per-capita was \$610.66, which limits the College's weighted tuition and fee rate to \$203.55.
- Reduce capital expenditures for facility improvements, maintenance, and capital equipment.
- Issue additional bonds.
- Referendum to increase the maximum tax levy rates:
 - Education (Fund 01) maximum levy rate of \$0.23 has been in place since 1985.
 - Operation and Maintenance (Fund 02) maximum levy rate of \$0.04 has been in place since 1979.



Personnel Report

Recommendation: The Board of Trustees approves the following personnel actions:

A. Appointments

B. Departures

Cris Carmon, Director of Human Resources, Full-time, resigned effective March 07, 2025.

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

Rock Valley College Foundation and RVC Downtown West Campaign Fundraising Agreement

Background: During calendar year 2024, the RVC Foundation Chief Development Officer was presented with a request to fundraise for the RVC Downtown West Campaign by College President, Dr. Howard Spearman. The mission of the RVC Downtown West Campaign will be to educate and engage the community on the importance of access and inclusion through scholarship assistance.

With a goal of \$2,500,000 to secure funds to support RVC scholarships and Downtown West naming opportunities that will directly support scholarships and student success, this campaign and agreement shall expire on June 30, 2027.

If ongoing support is needed after the initial campaign timeline has expired, the Foundation and College President can execute an updated agreement.

Duties:

The RVC Foundation will:

- Assign one primary contact responsible for the project's fundraising activities
- Outline fundraising plan
- Work with College President to identify potential donors and community partners
- Explore and identify grant opportunities
- Explore and obtain, with RVC President, necessary approvals for external and internal naming opportunities
 - Internal and external naming consensus obtained at February 25, 2025 Board of Trustees meeting.
- Process and steward all designated campaign gifts (i.e. acknowledgement letters, tax receipts, year-end statements)
- Designate and manage all funds received for campaign purposes

The College President or designee will:

- Provide supporting data required for the creation of fundraising materials and grant applications
- Attend campaign planning and progress tracking meetings w/ campaign committee
- Assist in the securing of prospect meetings when a relationship exists between President and prospect/donor
- Attend donor visits when necessary or critical to the cultivation and solicitation process

Fee: A Reinvestment Fee of 6.00% will be assessed to all funds donated to the RVC Downtown West Campaign as part of the Foundation’s Reinvestment Fee Policy.

All fee revenue will be collected to reinvest in the Foundation’s mission and funds shall be applied to the unrestricted funds line item of the Foundation budget in support of the operational expenses of the RVC Foundation.

Campaign Expenses: All campaign expenses to include, but not limited to: printing of campaign materials, postage, campaign events, and donor naming/signage and stewardship shall be covered by the College. Shall the cost exceed \$10,000, the RVC Foundation will request prior approval by the Board of Trustees.

Approval:

Brittany Freiberg, Chief Development Officer, RVC Foundation

Date Signed

President/Vice President, RVC Foundation

Date Signed

President, RVC

Date Signed

Chair, RVC Board of Trustees

Date Signed

ROCK VALLEY COLLEGE 2025 - AT A GLANCE CAMPUS FACILITY EVENTS

Date	Event	Staff	Student	Athletic	Community
March					
3/1/2025	RVC Basketball Postseason Region IV - PEC Gym, 10am	X	X	X	X
3/2/2025	RVC Basketball Postseason Region IV - PEC Gym, 10am	X	X	X	X
3/3/2025	First Generation Speaker Series - SSC Atrium, 12pm	X	X		
3/3/2025	ALAS & Ice Hog Check Presentation - WTC Lobby, 1pm	X			X
3/4/2025	Women's History Month Kick-off - ERC Lobby, 12pm	X	X		X
3/4/2025	Midterm Mania Kick off - PEC 1216, 1:30pm	X	X		
3/4/2025	First Tuesday Lecture - SSC Atrium, 5:30pm	X	X		X
3/5/2025	Midterm Mania Therapy Dogs - SSC Hub, 11am	X	X		X
3/5/2025	Women's History Month Lunch Series - CLI 1244, 12pm	X	X		X
3/5/2025	Massage Therapy 10 Year Anniversary Open House - CLII 122 & 127, 2pm	X	X		X
3/5/2025	RVC High School Art Exhibition - ERC Library & PAR, 4:30pm	X	X		X
03/05 - 03/06	Running Start Pre-Program Orientation - SSC Atrium, 5:30pm	X	X		
3/6/2025	Midterm Mania Movie Day - PEC 0110, 11am	X	X		
3/8/2025	RVC Basketball Postseason Region IV - PEC Gym, 10am	X	X	X	X
3/11/2025	RPS High School Visual Art Workshop - SSC Atrium, 8am				X
3/12/2024	CLR Movie Matinee - ERC PAR, 12pm	X	X		
3/14/2025	Baseball Game - Baseball Field, 1pm & 3:30pm	X	X	X	X
3/15/2025	Science Olympiad Regional Conference - SSC, PEC, CLI & JCSM, 7am	X	X		X
3/17/2025	Disability Rights Awareness - SSC Atrium, 2:30pm	X	X		
3/18/2025	RMTD & Paratransit Presentation - SSC Atrium, 1pm	X	X		X
3/19/2025	Wellness Wednesday - SSC Atrium, 12pm	X	X		
3/19/2025	Women's History Month Lunch Series - CLI 1244, 12pm	X	X		X
3/19/2025	Small Business Development Day @ RVC, SSC Atrium, 5:30pm	X	X		X
3/20/2025	WHM Weaving Words of Wisdom - SSC Atrium, 10am	X	X		
3/20/2025	Hononegah Education Manufacturing Connections - ATC 1304, 3:30pm	X	X		X
3/20/2025	FAFSA & RVC Completion Event - WTC Computer Labs, 5pm	X	X		X
3/21/2025	Sister to Sister GLOW Conference - SSC Atrium, 9am	X	X		X
3/21/2025	Phi Theta Kappa Induction Ceremony - SSC Atrium, 7pm	X	X		X
3/23/2025	Softball Game - Softball Field, 1pm	X	X	X	X
3/24/2025	Women's History Month Kahoots - SSC Cultural Center, 2pm	X	X		
3/25/2025	Mental Health Check-in - SSC Hub, 11:30am	X	X		
3/26/2025	The Psychological Effects of Music Keynote - SSC Atrium, 11am	X	X		
3/26/2025	Women's History Month Lunch Series - CLI 1244, 12pm	X	X		X
3/26/2025	Softball Game - Softball Field, 2pm	X	X	X	X
3/27/2025	NICC & CLR Lunch and Bingo - BELL 013, 11am	X	X		X
3/27/2025	Women's History Month Closing Event - ERC Library, 1pm	X	X		
3/27/2025	RVC New Student Visit Day - SSC Atrium & HUB, 1pm	X	X		X
3/28/2025	Academic Chair Retreat - SSC Atrium, 9am	X			
3/29/2025	Softball Game - Softball Field, 12pm	X	X	X	X
3/30/2025	Softball Game - Softball Field, 12pm	X	X	X	X
3/30/2025	Baseball Game - Baseball Field, 12pm & 2:30pm	X	X	X	X
April					
4/1/2025	Baseball Game - Baseball Field, 3pm	X	X	X	X
4/1/2025	First Tuesday Lecture - SSC Atrium, 5:30pm	X	X		X
4/2/2025	Campus Culture and Belonging Spring Symposium - SSC Atrium, 11am	X	X		
04/04 - 04/06	Blackhawk Area Boy Scout Council 50th Annual Derby - PEC Gym, 8am				X
4/4/2025	Softball Game - Softball Field, 3pm	X	X	X	X
4/7/2025	First Generation Speaker Series - SSC Atrium, 12pm	X	X		

April cont.

04/08 - 04/09	LCHD Regional Substance Use Prevention - SSC Atrium, 9:30am				X
4/8/2025	Mental Health Check-in - SSC Hub, 11:30am	X	X		
4/9/2025	Wellness Wednesday - PEC 0110, 12pm	X	X		
4/9/2025	Softball Game - Softball Field, 3pm	X	X	X	X
4/10/2025	Baseball Game - Baseball Field, 2pm	X	X	X	X
4/11/2025	CEANCI T & E Ed Regional Competition - ATC, 7:30am	X	X		X
4/11/2025	Caring Campus Orientation - ERC PAR, 9am	X	X		X
4/11/2025	Baseball Game - Baseball Field, 1pm & 3:30pm	X	X	X	X
4/11/2025	Softball Game - Softball Field, 3pm	X	X	X	X
4/12/2025	Rising Stars All-Star Basketball Classic - PEC Gym, 4pm	X	X	X	X
4/13/2025	Softball Game - Softball Field, 12pm	X	X	X	X
4/14/2025	DAP Club Goalball - PEC Gym, 2pm	X	X		
4/16/2025	Baseball Game - Baseball Field, 2pm & 4:30pm	X	X	X	X
4/16/2025	Spring Jazz Concert - ERC PAR, 7pm	X	X		X
4/19/2025	Softball Game - Softball Field, 11am & 3pm	X	X	X	X
4/21/2025	Caskey Lecture - PEC Gym, 6pm	X	X		X
4/22/2025	Softball Game - Softball Field, 3pm	X	X	X	X
4/23/2025	Baseball Game - Baseball Field, 2pm & 4:30pm	X	X	X	X
4/24/2025	WEI Skilled Trades Fair - SSC Atrium, 2pm	X	X		X
4/25/2025	ALAS High School Leadership Conference - PEC Gym, 8am	X	X		X
4/25/2025	CEO Challenge - SSC, PEC, & WTC, 11am	X	X		X
4/25/2025	Eagles Award of Excellence - SSC Atrium, 11am	X	X		X
4/26/2025	Softball Game - Softball Field, 12pm	X	X	X	X
4/26/2025	Baseball Game - Baseball Field, 1pm & 3:30pm	X	X	X	X
4/27/2025	Baseball Game - Baseball Field, 12pm & 2:30pm	X	X	X	X