

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

**ROCK VALLEY COLLEGE BOARD OF TRUSTEES REGULAR MEETING  
5:15 p.m., February 28, 2023**

**MINUTES**

*On February 3, 2023, Illinois Governor Pritzker issued the thirty-ninth 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, or designated administrator, will be physically present at the meeting location. ***Trustees/members, citizens, faculty and staff may attend the meeting via teleconference or videoconference.***

*Access to the Regular Board of Trustees meeting is provided via teleconference online via <https://rockvalleycollege-edu.zoom.us/j/92824270792?pwd=WUcvNW95dGI0M1o5YXY2ZzZwM2FhUT09>, or by phone at 312-626-6799 using Meeting ID 928 2427 0792, Passcode: 589480. The meeting will include an opportunity for public comment. Any member of the public can submit their public comment via email to [RVC-BoardPC@rockvalleycollege.edu](mailto:RVC-BoardPC@rockvalleycollege.edu) by 3:15 p.m. on February 28, 2023. Public comments submitted via email 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, February 28, 2023. The meeting was called to order by Board Chair Gloria Cudia at 5:23 p.m.

**Roll Call**

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

Ms. Gloria Cudia	Mr. Bob Trojan
Mr. John Nelson	Ms. Lynn Kearney
Richard Kennedy	Mr. Paul Gorski (left at 5:47 p.m.)
Ms. Crystal Soltow arrived at 6:35 p.m.	

The following trustee was absent: Student Trustee Ryan Russell

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 Partnerships and Community Engagement; Ms. Jennifer Thompson, Executive Director College Communications; Ms. Ann Kerwitz, Assistant to the President; Ms. Betsy Saucedo, Interim Assistant to the President; Attorney Joseph Perkoski, Robbins Schwartz;

## Communications and Petitions (Public Comment)

No public comments were received.

### Recognition of Visitors

There were no visitors to be recognized.

### General Presentations

Ms. Heather Snider, vice president institutional effectiveness and communications, recognized winners of the first annual set of assessment awards presented at the January Faculty Development Day. Winners for curricular assessment were Ms. Cheryl Rinker recently retired professor of developmental reading and writing; Ms. Suzanne Miller, assistant professor of sociology; and Dr. Megan Pease, associate professor of biology. Winners for co-curricular assessment were Mr. Darin Monroe, athletic director, and Mr. Kevan Watkins, women's soccer coach; Mr. Jerry LaBuy, associate professor of mass communication; and Ms. Luevinus Muhammad, director of student life and intercultural student services. Ms. Snider also thanked Dr. Lisa Mehlig for her leadership in assessment and for creating a process to recognize those faculty and staff who excel in this area.

### Approval of Minutes

A motion was made by Trustee Gorski, seconded by Trustee Kearney, to approve the minutes of the January 10, 2023 Special Meeting-Announcement of Trustee Vacancy; the January 10, 2023 Committee of the Whole meeting; the January 24, 2023 Regular meeting; and the January 28, 2023 Special Meeting-Board Retreat.

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

### Action Items

#### **1. BR 8012 – Claims Sheet – January 2023**

The Board Report reads in part: It is recommended that the Board of Trustees approves the claims sheets from the Ellucian check register for the period from January 1, 2023 to January 31, 2023. The total is \$3,007,807.29.

A motion was made by Trustee Gorski, seconded by Trustee Kearney, to approve Board Report 8012. There was no discussion. The motion was approved by unanimous roll call vote.

#### **2a. BR 8013-A – Purchase Report-A – FY2023 Amendments**

The Board Report reads in part: It is recommended that the Board of Trustees approves the marked items for purchase on Board Report 8013-A, Purchase Report-A.

\$	22,000.00	A.	Global Water Technologies, South Holland, IL (F/K/A Lakeland Chemical)
\$	20,000.00	B.	Helm Electric, Freeport, IL

A motion was made by Trustee Nelson, seconded by Trustee Gorski, to approve Board Report 8013-A. There was no discussion. The motion was approved by unanimous roll call vote.

**2b. BR 8013-B – Purchase Report-B – FY2023 Purchases**

The Board Report reads in part: It is recommended that the Board of Trustees approves the marked items for purchase on Board Report 8013-B, Purchase Report-B.

\$ 20,000.00	A. Walmart, Rockford, IL
\$ 18,000.00	B. Kelley Williamson, Rockford, IL
\$ 57,200.00	C. Airgas USA LLC, Rockford, IL
\$ 12,875.00	D. Soft Docs SC LLC, Columbia, SC
\$ 10,000.00	E. LingK, Danville, CA
\$ 132,450.00	F. Reinders, Mundelein, IL
\$ 15,945.00	G. Pearson Plumbing and Heating, Rockford, IL
\$ 51,800.00	H. 2 <sup>nd</sup> Cine Inc., Loves Park, IL
\$ 28,750.00	I. Avante Health Solutions, Louisville, KY
\$ 13,000.00	J. Outfront Medical LLC, Tabernacle, NJ
\$ 19,266.00	K. Barnes and Noble, Rockford, IL
\$ 41,470.00	L. AAPC, Salt Lake City, UT
\$ 2,760,490.00	M. Larson and Larson, Rockford, IL

A motion was made by Trustee Gorski, seconded by Trustee Kearney, to approve Board Report 8013-B.

Trustee Gorski asked to see the redlined changes to Item M, capital expense construction, bid results for Phase II of the Advanced Technology Center (ATC) plan, which were explained by Chief Financial Officer Ellen Olson. In response to a question from Trustee Kennedy, she also explained the bid process for projects over \$50,000. Chief Operations Officer Rick Jenks explained the details of the project as shown on Exhibit A (attached), noting that the goal is to begin the work this summer as long as the supply chain holds up. Roof repair will be scheduled so it does not impact classes, but a completion date is difficult to predict due to potential supply chain issues for some products as well as HVAC equipment, which can be three to nine months.

Trustee Soltow entered the meeting at 6:35 p.m.

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

**3. BR 8014 – Fiscal Year 2023 Fund Transfer Request**

The Board Report reads in part: It is recommended that the Board of Trustees approves the College Administration to transfer \$12,240,000 from Operating Funds 01 and 02 to Funds 19, 20, 05 and 03 for various strategic initiatives.

A motion was made by Trustee Trojan, seconded by Trustee Gorski, to approve Board Report 8014.

In the interest of public transparency, Trustee Gorski wanted to confirm what will be covered by the funds being transferred, adding that it includes \$5,215,000 for current capital needs and is clearly documented in the Board Report that is part of the meeting packet. Trustee Nelson added that he concurs.

The motion was approved by unanimous roll call vote.

#### **4. BR 8015 – Proposed Fiscal Year 2024 Tuition Increase**

The Board Report reads in part: It is recommended that the Board of Trustees approves a \$5.00 per credit hour tuition increase, effective July 1, 2023, Fiscal Year 2024.

A motion was made by Trustee Gorski, seconded by Trustee Kearney, to approve Board Report 8015.

Trustee Trojan commented that it has been well noted that Rock Valley College has the sixth lowest tuition in the state. CFO Ellen Olson explained that other community colleges are changing their tuition as well, but she expects that RVC will remain in the bottom 10.

The motion was approved by unanimous roll call vote.

#### **5. BR 8016 – Personnel Report**

The Board Report reads in part: It is recommended that the Board of Trustees approves the personnel actions listed on Board Report 8016.

A motion was made by Trustee Nelson, seconded by Trustee Trojan, to approve Board Report 8016.

Vice President of Human Resources Jim Handley explained that the pending position of director of financial aid was not filled and has been reposted.

The motion was approved by unanimous roll call vote.

#### **6. BR 8017 – Dental Hygiene Clinic Coordinator – Sick Leave Transfer**

The Board Report reads in part: It is recommended that the Board of Trustees approves the Memorandum of Understanding allowing the transfer of sick leave hours to Ms. Kenosha Holland. **Attorney Reviewed.**

A motion was made by Trustee Kearney, seconded by Trustee Gorski, to approve Board Report 8017. There was no discussion. The motion was approved by unanimous roll call vote.

#### **7. BR 8018 – Memorandum of Agreement – Support Staff Association-HVAC Commercial Mechanics**

The Board Report reads in part: It is recommended that the Board of Trustees approves the Memorandum of Agreement increasing the pay wages for incumbents in the Boiler House and increasing the wages for newly hired mechanics working in the Boiler House. **Attorney Reviewed.**

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

### **Other Business**

#### **1. New Business**

President Spearman reminded trustees of the construction contingency information that was emailed to them earlier in the week and encouraged trustees to contact him or Rick Jenks if they have any questions. Submitted questions will be answered at the March Committee of the Whole meeting. Dr. Spearman also reminded trustees to please respond to the request from Ann Kerwitz regarding Commencement regalia.

At 5:47 p.m. Trustee Gorski left the meeting.

## 2. **Unfinished Business**

In response to a question from Trustee Trojan, Dr. Spearman explained that the board retreat will be rescheduled after the April 4 election so that newly elected trustees can also attend.

### Updates / Reports

#### 1. **President's Update**

Dr. Spearman highlighted his recent activities in January and February:

- January 26, he joined Governor Pritzker at AAR to announce additional grant money to support our partnership with AAR to increase aviation jobs in the region.
- January 30, he hosted Representative Sosnowski and members of his team at the ATC.
- February 3, a Town Hall meeting to update employees on the State of the College was held in the Student Center Atrium. The presentation was also available on Zoom and recorded for future viewing.
- Ms. Jennifer Thompson, executive director of college communications, attended the National Legislative Summit, where she met with ICCB and ICCTA leaders as well as many of our federal elected officials.
- As a result of Ms. Thompson's meetings, Representative Darin LaHood visited the main campus on February 15. Trustees Cudia and Trojan joined the group for great discussions focused on RVC's technical and healthcare programs.
- As part of Black History Month, he spoke to students as part of the First Generation Speaker Series hosted by Intercultural Student Services.
- February 25, he was the keynote speaker for 350 students from 13 Illinois colleges who celebrated National TRiO Day at the Stenstrom Center.
- The evening of February 25, he spoke at the Black Winter Gala on the importance of dual credit. He also thanked Trustees Cudia, Kennedy and Nelson for their participation in the event.
- February is also Career and Technical Education (CTE) Month, and many events were scheduled including:
  - RVC's Workforce Equity Initiative (WEI) program was one of five in the state selected to be highlighted in a video to premiere at the WEI state conference in June.
  - The "Explore ATC" event was to be held February 16, but was cancelled due to bad weather.
  - The Admissions Team hosted an "Explore Automotive" event at the Stenstrom Center on February 27. Students and the community were invited to tour the facility.
  - Throughout the month, the Marketing team has been highlighting program videos, student and alumni testimonies and employee spotlights. As a result of their efforts, nearly 50,000 unique visitors visited the RVC website this month.
- Trustee Trojan commented that he thinks Representative LaHood has a good understanding of Career and Technical Education, more than his predecessor.

#### 2. **Leadership**

- Vice President Heather Snider announced that April is Community College Month, and the Marketing team is planning multiple ways to share the RVC story. Enrollment for the spring semester has been verified and sent to ICCB. The official data report will be presented at the March Committee of the Whole.

- Dr. Patrick Peyer provided an athletics update, noting that RVC will host regional tournaments for men's and women's basketball, and the men's and women's bowling teams will compete in the national tournament March 2-4 in Cheektowaga, NY, where they hope to repeat as national champions. The annual Sister to Sister Conference will be held at the Stenstrom Center on March 10.
- Dr. Hansen Stewart provided an update on new opportunities for access to non-credit programs and to build pathways to credit programs. For example, students can move from CNC non-credit programs to credit programs and receive six credits for prior learning. The goal is to create more pathways to champion student success.
- Dr. Amanda Smith commented that we are seeing lots of energy from students as a result of the many face-to-face events being held on campus. On February 10, 135 students from seven schools gathered for the Academic Challenge in Engineering competition. On February 25, RVC hosted 404 students from 27 schools for the Illinois Council of Teachers of Math (ICTM) regional math contest. The Science Olympiad will be held in person on March 18, the first time since the COVID pandemic began, and we anticipate 400 students from 22 schools to participate. Dr. Smith also thanked the faculty, staff and students who have coordinated and supported these events.
- Mr. Keith Barnes gave a shout-out to Dean of Students Terrica Huntley and all those involved in planning Black History Month activities. The closing event was held earlier today and featured gospel music. March is Women's History Month, and the theme this year is celebrating women who tell our story.
- Vice President Jim Handley reminded trustees that Winnebago County will be emailing to them the Statement of Economic Interests form to be completed by May 1. He also thanked HR Director Christine Lott and her committee for planning the employee appreciation event to be held March 2 in the Student Center Atrium.

### 3. **ICCTA Report (Illinois Community College Trustees Association)**

Trustee Nelson explained that he will send a request for trustees to attend the upcoming ICCTA conference to be held March 9-10. He would like to see other trustees attend as well as the president.

### 4. **Trustee Comments**

- Trustee Nelson commented that he attended a play, "Andy Warhol's Tomato," at the College of DuPage and was very impressed with their entertainment complex. He will send a copy of the program to Dr. Spearman and Mr. Chris Brady, director of RVC's Starlight Theater, and encourage them to bring the play to RVC. Nelson added that he will continue to advocate for a new entertainment center for RVC.
- Trustee Kearney commented she has been a longtime supporter of the Science Olympiad and encouraged trustees to attend.
- Trustee Soltow commented that her daughter plays in a club volleyball league, and her team's coach is a current RVC student and plays for RVC.
- Trustee Kennedy commented that he appreciates the opportunity to learn from others.
- Trustee Trojan commented that the 11<sup>th</sup> annual robotics competition will be held July 22 at the RVC Physical Education Center. The all-day event will feature about 32 teams and generates a lot of enthusiasm among participants and spectators.
- Trustee Cudia commended staff and volunteers of the Center for Learning in Retirement (CLR) program and for the wonderful classes and programs that are available. She is looking forward to starting her tours of campus facilities. Dr. Spearman added that there will be opportunities for all trustees to tour the campus.

**5. Student Trustee Report**

Although Student Trustee Russell was absent, his report was in the meeting packet.

**6. RVC Foundation Liaison Report**

Trustee Trojan announced that March 6 is the deadline to submit applications to receive a scholarship from the RVC Foundation and encouraged trustees to spread the word to their constituents. For comparison, \$137,000 was awarded 10 years ago, while \$430,000 was awarded last year.

**7. Freedom of Information Act (FOIA) Report**

The 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 Tuesday, March 14, 2023 at 5:15 p.m. The meeting will be held virtually via teleconference or in person in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center (ERC) on the main campus as Illinois statute permits.

The next Regular meeting will be held Tuesday, March 28, 2023 at 5:15 p.m. The meeting will be held virtually via teleconference or in person in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center (ERC) on the main campus as Illinois statute permits.

**Adjournment**

At 6:22 p.m., a motion was made by Trustee Nelson, seconded by Trustee Trojan, to adjourn the meeting. The motion was approved by unanimous vote.

Submitted by Ann Kerwitz.

  
Robert Trojan, Secretary

  
Gloria Cardenas Cudia, Board Chair