

**Illinois Community College District No. 511
Rock Valley College
3301 North Mulford Road
Rockford, IL 61114
Educational Resource Center (ERC), Room 0214, Performing Arts Room (PAR)**

**ROCK VALLEY COLLEGE BOARD OF TRUSTEES REGULAR MEETING
July 25, 2023, 5:15 p.m.**

MINUTES

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 in Room 0214, known as the Performing Arts Room (PAR), in the Educational Resource Center (ERC) on the main campus of Rock Valley College. Board Chair Gloria Cardenas Cudia called the meeting to order at 5:15 p.m.

Roll Call

Ms. Gloria Cardenas Cudia
Mr. Paul Gorski
Mr. John Nelson
Ms. Crystal Soltow

Mr. Bob Trojan
Mr. Richard Kennedy
Ms. Kristen Simpson
Student Trustee Juan Noguera

Board Secretary Bob Trojan confirmed there was a quorum, and the meeting began.

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

Communications and Petitions (Public Comment)

No public comments were received.

Adjourn to Closed Session

At 5:18 p.m., a motion was made by Trustee Trojan, seconded by Trustee Soltow, to adjourn to closed session to discuss: 1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting per Section 2 (c) (1); and/or 2) Collective negotiating matters per Section 2 (c) (2); and/or 3) The purchase or lease of real property for the use of the public body per Section 2 (c) (5); and/or 4) Litigation has been filed, is pending, or probable per Section 2 (c) (11), all in accordance with the Illinois Open Meetings Act. The motion was approved by unanimous roll call vote.

Reconvene Open Session

At 5:47 p.m., a motion was made by Trustee Trojan, seconded by Trustee Gorski, to reconvene to the open meeting. The motion was approved by unanimous roll call vote.

Recognition of Visitors

There were no visitors to be recognized.

General Presentations

There were no general presentations.

Approval of Minutes

A motion was made by Trustee Trojan, seconded by Trustee Simpson, to approve the minutes of the June 13, 2023 Committee of the Whole meeting, the June 20, 2023 Special Meeting-Board Professional Development, and the June 27, 2023 Regular meeting and the Fiscal Year 2024 Public Budget Hearing.

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

Action Items

1. BR 8057 – Claims Sheet

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 June 1, 2023 to June 30, 2023. The total is \$2,611,170.02.

A motion was made by Trustee Gorski, seconded by Trustee Soltow, to approve Board Report 8057.

There was no discussion. The motion was approved by majority roll call vote. Trustees Gorski, Kennedy, Simpson, Soltow, Trojan and Cudia voted yes. Trustee Nelson voted no. Student Trustee Nogueta voted yes (advisory).

2a. BR 8058-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 8058-A, Purchase Report-A.

\$ 867.00	A.	Mary’s Market Cafe & Bakery, Rockford, IL
\$ 3,000.00	B.	Airgas USA, LLC, Rockford, IL
\$ 1,200.00	C.	Midwest Library Service, Bridgeton, MO
\$ 5,400.00	D.	Stratus Networks, Peoria Heights, IL
\$ 2,800.00	E.	Central Management Systems, Peoria Heights, IL
\$ 6,000.00	F.	Townsquare Media, Rockford, IL
\$ 2,396.86	G.	Pepsi Cola Company, Loves Park, IL

A motion was made by Trustee Gorski, seconded by Trustee Nelson, to approve Board Report 8058-A.

Vice President Ellen Olson confirmed that no changes have been made since the July 11 Committee of the Whole meeting. There was no further discussion. The motion was approved by unanimous roll call vote.

2b. BR 8058-B – Purchase Report-B – FY2024 Purchases

The Board Report reads in part: It is recommended that the Board of Trustees approves the marked items for purchase on Board Report 8058-B, Purchase Report-B.

\$ Not to Exceed 50,000.00	A.	Windstar Lines Bus Company, Carroll, IA
\$ 141,600.00	B.	Automatic Fire Systems, Inc., Machesney Park, IL
\$ 90,000.00	C.	Central Truck Leasing (CIT), Loves Park, IL
\$ 16,734.00	D.	Image Signs, Rockford, IL
\$ 25,846.48	E.	Krueger International (KI), Green Bay, WI
\$ 12,238.00	F.	Schumacher Elevator Company, Denver, IA
\$ 15,000.00	G.	Blackboard, Inc., Reston, VA

A motion was made by Trustee Gorski, seconded by Trustee Soltow, to approve Board Report 8058-B.

Vice President Ellen Olson confirmed that since the July 11 Committee of the Whole meeting, Item G, Software, has been changed from \$11,000 to \$15,000. The \$15,000 cost was the corrected amount as

received from the vendor. There was no further discussion. The motion was approved by unanimous roll call vote.

3. BR 8059 – Personnel Report

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

A motion was made by Trustee Gorski, seconded by Trustee Nelson, to approve Board Report 8059.

Vice President Jim Handley described changes made to the Personnel Report since the July 11 Committee of the Whole meeting. There was no further discussion. The motion was approved by unanimous roll call vote.

- 4. BR 8060 – 2023-2024 Dual and Articulated Credit Memorandum of Understanding – Belvidere School District #100**
- 5. BR 8061 – 2023-2024 Dual and Articulated Credit Memorandum of Understanding – Boylan Catholic High School**
- 6. BR 8062 – 2023-2024 Dual and Articulated Credit Memorandum of Understanding – Byron Community School District #226**
- 7. BR 8063 – 2023-2024 Dual and Articulated Credit Memorandum of Understanding – Hononegah Community High School District #207**
- 8. BR 8064 – 2023-2024 Dual and Articulated Credit Memorandum of Understanding – Meridian School District #223**
- 9. BR 8065 – 2023-2024 Dual and Articulated Credit Memorandum of Understanding – Oregon Community Unit School District #220**
- 10. BR 8066 – 2023-2024 Dual and Articulated Credit Memorandum of Understanding – Rockford Christian Schools**
- 11. BR 8067 – 2023-2024 Dual and Articulated Credit Memorandum of Understanding – South Beloit Community Unit School District #320**
- 12. BR 8068 – 2023-2024 Dual and Articulated Credit Memorandum of Understanding – Winnebago School District #323**
- 13. BR 8069 – 2023-2024 Running Start Intergovernmental Agreement – Belvidere District #100**
- 14. BR 8070 – 2023-2024 Running Start Intergovernmental Agreement – Byron District #226**
- 15. BR 8071 – 2023-2024 Running Start Intergovernmental Agreement – South Beloit District #320**
- 16. BR 8072 – 2023-2024 Running Start Intergovernmental Agreement – Winnebago District #323**

The board reports read in part: It is recommended that the Rock Valley College Board of Trustees approves the Dual and Articulated Credit Memorandum of Understanding/Intergovernmental Agreement between Rock Valley College and [school district] effective [date] and ending [date]. **Attorney Reviewed.**

A motion was made by Trustee Gorski, seconded by Trustee Trojan, to approve Board Reports 8060, 8061, 8062, 8063, 8064, 8065, 8066, 8067, 8068, 8069, 8070, 8071, and 8072.

Trustee Nelson commented that he wants the minutes to reflect that the College has approved these documents in one vote in previous years, and that all were reviewed at the July 11 Committee of the Whole. There was no further discussion. The motion was approved by unanimous roll call vote.

17. BR 8073 – 2023 Facilities Master Plan Update

The Board Report reads in part: It is recommended that the Board of Trustees approves the changes to the Facilities Master Plan as updated in the 2023 Facilities Master Plan, allowing for submission of those updates to the Illinois Community College Board (ICCB).

A motion was made by Trustee Gorski, seconded by Trustee Trojan, to approve Board Report 8073.

Vice President Rick Jenks confirmed that information was retained from the 2019 version and updated. The updated plan was reviewed with current, smaller focus groups and was presented to RVC employees. He also confirmed that the building projects have been laid out in logical progression based on the potential to receive funds allocated by the Illinois Capital Development Board (CDB). There was no further discussion. The motion was approved by unanimous roll call vote.

18. BR 8074 – Property Sale/Lease Contract for Stenstrom Center for Career Education with Rockford Public Schools #205

The Board Report reads in part: It is recommended that the Board of Trustees approves the sale of the Stenstrom Center for Career Education (SCCE) building to Rockford Public School District #205 and the lease agreement incorporated in the Real Estate Sale Contract as Exhibit B. **Attorney Reviewed.**

A motion was made by Trustee Nelson, seconded by Trustee Soltow, to approve Board Report 8074.

There was no discussion. The motion was approved by majority roll call vote. Trustees Kennedy, Nelson, Simpson, Soltow, Trojan, and Cudia voted yes. Trustee Gorski voted no. Student Trustee Noguera voted yes (advisory).

19. BR 8075 – Memorandum of Agreement with Rock Valley College Faculty Association for Dental Hygiene Clinical Instructor

The Board Report reads in part: It is recommended that the Board of Trustees approves the Memorandum of Agreement adding the position of Dental Hygiene Clinical Instructor to the Rock Valley College Faculty Association's 2021-2026 Collective Bargaining Agreement. **Attorney Reviewed.**

A motion was made by Trustee Nelson, seconded by Trustee Soltow, to approve Board Report 8075. There was no discussion. The motion was approved by unanimous roll call vote.

20. BR 8076 – Closed Session Minutes Through May 2023

The Board Report reads in part: It is recommended that the Board of Trustees approves the following:

1. That the minutes of the closed session meetings of November 15, 2022 through May 9, 2023 shall be approved.
2. That the need for confidentiality still exists for the closed meeting minutes for the period of November 15, 2022 through May 9, 2023.
3. That the verbatim recordings shall be maintained pursuant to an existing litigation hold on College records.
4. That minutes identified in this document shall continue to be confidential until further action of the Board of Trustees.
5. That the Board's legal counsel shall, after consulting with the Board's chair, have the ability to review any closed session meeting minutes that the Board previously approved to remain confidential, to respond to any Freedom of Information Act request, litigation discovery requests, or as otherwise required by court order, and to produce any said closed session meeting minutes or parts thereof where the need for confidentiality no longer exists.

A motion was made by Trustee Soltow, seconded by Trustee Simpson, to approve Board Report 8076. There was no discussion. The motion was approved by majority roll call vote. Trustees Kennedy, Simpson, Soltow, Trojan and Cudia voted yes. Trustees Gorski and Nelson voted no. Student Trustee Nogueta voted yes (advisory).

Other Business

1. New Business

There was no new business brought before the Board of Trustees.

2. Unfinished Business

There was no unfinished business brought before the Board of Trustees.

Updates / Reports

1. President's Update

President Howard Spearman provided highlights of recent college activities.

- The Rockford Robotics Offseason Competition (R2OC) was held in the Physical Education Center (PEC) on Saturday, July 22. Nearly 800 attendees cheered on the 30 teams from four/five states with four local teams competing for honors. Brittany Freiberg, chief development officer for the RVC Foundation, received the "Bob Trojan Making It Loud Award." In addition, six participants were awarded scholarships.
- Friday, July 21 marked the end of Camp Supernova, a week-long summer theater camp run by the College's theater department. The 120 attendees represented at least 13 cities in the region, as well as the Chicago area and California. Due to the generosity of the Kiwanis Club, 22 of 30 scholarships were provided to the students. Special thanks to Vicki Benson and the theater staff, RVC's Marketing team and the Community and Continuing Education Departments who helped promote the camp, and to the Mass Communications Department who helped develop a video.
- The Summer Manufacturing and Readiness Technology Camp, also known as SMART Camp, concluded its week-long camp with students presenting to parents, RVC teams and community leaders what they learned during the week. Allison Taylor, Dr. Cindi Schaefer, and the Mechatronics, Manufacturing and Welding instructors did an amazing job working with the junior-high age youth.
- Another SMART Camp was added this week for 13 youth from the Northwest Community Center in Rockford. Their camp will culminate on Friday, July 28.
- Dr. Spearman concluded his report by showing a video of the SMART Camp showing the fun and excitement of the participants.

2. Leadership Team Updates

- Vice President Heather Snider reminded trustees that the ICCB Recognition Report will be reviewed at the next Decennial Committee meeting to be held August 22 and to submit any questions on the Report to Ann Kerwitz and Betsy Saucedo prior to July 28. Fall enrollment is now 89 percent to budget, surpassing 85 percent at this time last year. Efforts such as phone campaigns and numerous registration events by the Student Affairs Department have contributed to the increase.
- Vice President Dr. Hansen Stewart announced that plans are being made to hold an ATC Expo Day on August 26 to showcase the programs and the machines at the Advanced Technology Center (ATC). In relation to plans to market the event, Trustee Soltow suggested putting up flyers in Belvidere and in back-to-school backpacks. The committee is working on finalizing plans for marketing the event and securing food truck(s).

3. Trustee Comments

- Board Chair Cudia commented that she appreciates all the work administrators do, as well as their detailed reports and professionalism.
- Trustee Gorski commented that according to recent news reports, Toyota is working on new hybrid cars, and encouraged administrators to stay flexible with the automotive program and to look beyond lithium batteries for electric vehicles. In addition, he reread the law creating the Decennial Committee that seems to say the committee should be looking for efficiency in intergovernmental agreements and

purchasing agreements, but he isn't sure of the intent of the law. He doesn't believe the Decennial Committee is doing that and should consider taking another look to see if the committee is missing anything regarding sharing of resources or intergovernmental agreements.

- Trustee Kennedy provided an update on the selection committee's activities to name an architect for the new Downtown site. He added that RVC will be known for its participation in the positive development of Rockford. He also thanked trustees for giving him the opportunity to be part of the Board.
- Trustee Trojan commented that he has been to two wrap-up sessions of the SMART camps and described the process of the camps. He sees the camp as a strong beginning for entrepreneurship for youth and wants to see it grow. He also acknowledged Allison Taylor, who relates very well to seventh and eighth grade kids, and applauds the efforts of Dr. Stewart and Dr. Spearman to create this camp.
- Trustee Simpson commented that her son attended the Supernova Theater camp and had a great time.
- Trustee Soltow commented that RVC needs more presence at the Boone County Fair that will be held August 8-13. Can we show videos or have the SMART Camp students show their cars? Dr. Spearman explained that he will follow up with Dr. Peyer who is on vacation right now. Trustees also asked if RVC will be at the Winnebago County Fair and Ogle County Fair.
- Trustee Nelson commented that he has seen all four Starlight Theatre musicals and enjoyed all of them, especially *Cinderella*. Dr. Spearman added that the College has received an extremely positive response this year to all Starlight shows. The revenue for one show has even surpassed last year's *The Little Mermaid*.

4. ICCTA (Illinois Community College Trustees Association) Report

Trustee Nelson did not have a report.

5. Student Trustee Report

Student Trustee Juan Noguera reported on remaining performances at Starlight Theatre, activities of the Student Life Department and the First Year Experience departments, the positive impact of the front desk student ambassadors, that RVC graduate Ryan Russell was named the 2023 Illinois Student Veteran of the Year, and that recent RVC graduates Jayden Newson and Alyssa Bird are featured on the RVC website. He added that members of the community have contacted him, hoping that RVC will support the upcoming Hispanic Heritage Month.

6. RVC Foundation Liaison Report

Trustee Trojan reported that the Foundation's board did not meet this month. He added that at the robotics competition held last Saturday, Brittany Freiberg received the "Bob Trojan Making It Loud Award," and the Foundation gave out \$2,500 in scholarships to students going to RVC. He added that scholarships are still available through the RVC Foundation; the second round for applications will be in September.

7. Freedom of Information Act (FOIA) Report

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

Closed Session

A second closed session was not held

Next Meeting

The next Committee of the Whole meeting will be held on Tuesday, August 8, 2023 at 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center (ERC) on the main campus.

The next meeting of the Decennial Committee will be held on Tuesday, August 22, 2023 at 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center (ERC) on the main campus.


The next Regular meeting will be held on Tuesday, August 22, 2023 at 5:45 p.m., following the meeting of the Decennial Committee. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center (ERC) on the main campus.

Adjournment

At 6:35 p.m., a motion was made by Trustee Gorski, seconded by Trustee Soltow, to adjourn the meeting. The motion was approved by unanimous roll call vote.

Submitted by Ann L. Kerwitz


Robert Trojan, Secretary


Gloria Cardenas Cudia, Chairperson