

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

**August 22, 2023, 5:15 p.m.**

**Special Meeting - Decennial Committee**

- A. Call to Order**
- B. Roll Call**
- C. Communications and Petitions (Public Comment)**
- D. Approval of Minutes – June 27, 2023**
- E. Presentation and Review of Illinois Community College Board (ICCB) Recognition Report**
- F. Discussion**
- G. President’s Update**
- H. Survey of Residents in Attendance**
- I. Date of Next Regular Board of Trustees Meeting:** August 22, 2023, 5:45 p.m. Meeting to be held in the Educational Resource Center (ERC), Room 0214, Performing Arts Room (PAR), on the main campus.
- J. Date of Next Committee of the Whole Meeting:** September 12, 2023, 5:15 p.m. Meeting to be held in the Educational Resource Center (ERC), Room 0214, Performing Arts Room (PAR), on the main campus.
- K. Date of Next Decennial Committee Meeting:** October 24, 2023, 5:15 p.m., LOCATION CHANGED FOR THIS MEETING ONLY: Advanced Technology Center (ATC), Room 1300, 1400 Big Thunder Blvd., Belvidere, IL
- L. Adjourn**

Gloria Cardenas Cudia, Board Chair

Following the meeting, please complete the community survey. Scan the QR code below or click on this link [https://rvc.co1.qualtrics.com/jfe/form/SV\\_3xEAIMkqjIDAnhY](https://rvc.co1.qualtrics.com/jfe/form/SV_3xEAIMkqjIDAnhY)



**Illinois Community College District #511  
Rock Valley College  
3301 North Mulford Road  
Rockford, IL 61114**

**Board of Trustees Special Meeting – Decennial Committee  
June 27, 2023, 5:15 p.m.**

**MINUTES**

**Call to Order**

The Special 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 on Tuesday, June 27, 2023. Rock Valley President Dr. Howard Spearman called the meeting to order at 5:15 p.m.

**Roll Call**

The following trustees were present:

Ms. Gloria Cardenas Cudia	Mr. Bob Trojan
Mr. Paul Gorski	Ms. Kristen Simpson
Mr. Richard Kennedy	Mr. John Nelson
Ms. Crystal Soltow	Student Trustee Juan Noguera

Also in attendance: Dr. Howard J. Spearman, President; Mr. Rick Jenks, Vice President Operations/Chief Operations Officer; 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; Dr. Hansen Stewart, Vice President Industry Partnerships and Community Engagement; 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.

**Charge of the Decennial Committee**

RVC President Dr. Howard Spearman reviewed the duties of the Decennial Committee as outlined in the legislation known as the Decennial Committees on Local Government Efficiency Act, a/k/a Public Act 102-1088. He added that as required by the Resolution to Establish the Decennial Committee approved by the Board of Trustees on May 23, 2023, he and Trustee Soltow have been appointed by Board Chair Cudia to serve as co-chairs of the Decennial Committee. The legislation and the resolution also allow the board chair to identify at least two community residents to serve on the committee along with the Board of Trustees. It also allows additional members to be appointed as deemed appropriate by the committee's co-chairs.

### **Appointment of Additional Members**

Dr. Spearman announced that the two community members appointed by Board Chair Cudia to join the Decennial Committee are Ms. Jessica Jones and Mr. Adrian Vasquez. Additional appointed members are Ellen Olson, Heather Snider and Ann Kerwitz, who will serve as secretary. Dr. Spearman welcomed Mrs. Jones and Mr. Vasquez, provided a brief background of each, then introduced Ellen Olson, vice president of finance; Heather Snider, vice president of institutional effectiveness, Ann Kerwitz, assistant to the president, and members of the Board of Trustees. Dr. Spearman added that Student Trustee Juan Nogueta will serve on the Committee in the same capacity as he does on the Board of Trustees, with an advisory vote.

### **Discuss Process, Procedures and Proposed Timeline**

Dr. Spearman explained that the committee will meet every other month, which will give the committee a month to review documents and ask questions. The second month will give administrators time to prepare their presentation and answer committee members' questions. With this process, the meetings should last not more than one hour.

In response to trustees' questions, Dr. Spearman explained that once the committee approves the topics to be reviewed, administration will send the appropriate documents to committee members in advance of the next meeting, so they have time to review the documents and formulate any questions they may have.

In addition, Attorney Perkoski confirmed that the legislation is broad and allows public bodies to adopt the committee's purpose to their needs. Although Attorney Perkoski is not aware of any pending litigation to change the legislation, Dr. Spearman added that he has heard some discussions of not including community colleges in the future.

### **Discuss Possible Topics to be Reviewed by the Committee**

Dr. Spearman explained that each member of the committee has received a packet containing a brief overview of the proposed documents to be studied and that Heather Snider and Ellen Olson would provide further details about each one.

Ms. Heather Snider reviewed the Higher Learning Commission Criteria for Accreditation and described each of the five criteria, noting that the process requires the College to submit reports every 10 years. Following submission of the College's Self-Study Report, the accreditor then provides a report in return, which may require monitoring reports. It is extremely important for the College to meet the five criteria and give sufficient evidence of institutional effectiveness.

Ms. Snider also reviewed some of the required standards outlined by the Illinois Community College Board (ICCB). Meeting these standards ensures the College is eligible to receive state funding.

Ms. Ellen Olson then reviewed the importance of the Comprehensive Annual Financial Report (CAFR), which goes beyond the minimum requirements of generally accepted accounting principles of the Government Finance Officers Association (GFOA), and is required by the Illinois Community College Act, and the ICCB. The CAFR is available for public viewing on the RVC website and in the Finance Office during business hours.

### **Approve Proposed Topics to be Reviewed by the Committee**

Following the review, Dr. Spearman reminded the committee that they must study at least two topics and asked if they would like to study all three of the recommended topics or just two. He recommended the committee consider studying all three documents, as they center around efficiency and compliance, and affect the entire college in all aspects of its operations. He added that since the county boards do not have oversight over the College, these three topics would be helpful to county board members to learn more about community colleges and how they function.

Following discussion whether to consider two topics, which two topics, all three recommended topics, or completely new topics, Trustee John Nelson made a motion, seconded by Trustee Bob Trojan, to study the HLC and CAFR reports. The motion failed by majority roll call vote. Voting in favor were Kennedy, Nelson, and Trojan. Voting no were Cudia, Gorski, Jones, Kerwitz, Olson, Simpson, Snider, Soltow, Vasquez and Nogueta (advisory).

A motion was then made by Trustee Gorski, seconded by Trustee Soltow, to have the Decennial Committee review all three topics proposed by Dr. Spearman: 1) Illinois Community College Board (ICCB) Recognition Report; 2) Higher Learning Commission (HLC) Report; 3) Comprehensive Annual Financial Report (CAFR). The motion was approved by majority roll call vote. Members voting yes were Cudia, Gorski, Jones, Kerwitz, Olson, Simpson, Snider, Soltow, Vasquez, Spearman and Nogueta (advisory). Members voting no were Kennedy, Nelson, and Trojan.

#### **Approve Proposed Timeline**

A motion was made by Trustee Trojan, seconded by Trustee Soltow, to approve the proposed meeting timeline based on the earlier discussion to meet every other month for approximately one hour. The motion was approved by unanimous roll call vote.

#### **Survey of Residents in Attendance**

Dr. Spearman asked those in the audience to complete the survey, including RVC employees who live within District #511, by using the QR code on the agenda and the screen or by completing the printed copies available near the entrance of the room. He added these surveys are anonymous and meet the requirements of the legislation.

Dr. Spearman confirmed that if something is found to be amiss or should be addressed, the committee will provide the findings in the final report, then transition the issue to a Committee of the Whole or to a regular Board meeting for resolution.

**Date of Next Committee of the Whole Meeting:** July 11, 2023, 5:15 p.m. Meeting to be held in Room 0214, Performing Arts Room (PAR), Educational Resource Center (ERC) on the main campus.

**Date of Next Regular Meeting:** July 25, 2023, 5:15 p.m. Meeting to be held in Room 0214, Performing Arts Room (PAR), Educational Resource Center (ERC) on the main campus.

**Date of Next Decennial Committee Meeting:** August 22, 2023, 5:15 p.m. Meeting to be held in Room 0214, Performing Arts Room (PAR), Educational Resource Center (ERC) on the main campus.

#### **Adjournment**

There being no further business to come before the Decennial Committee, at 5:50 p.m., a motion to adjourn was made by Committee Member Gorski, seconded by Committee Member Cudia. The motion was approved by unanimous voice vote.

Submitted by Ann L. Kerwitz

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Ann L. Kerwitz,  
Decennial Committee Secretary

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Howard J. Spearman, Ph.D., Committee Co-Chair

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Trustee Crystal Soltow, Committee Co-Chair



# **Illinois Community College Board (ICCB) Recognition Report**

Decennial Committee Meeting  
August 22, 2023

Heather Snider  
Vice President of Institutional Effectiveness & Communications

**RockValleyCollege.edu**

# Public Act 102-1008

## Decennial Committees and Local Government Efficiencies Act

“Within one year after the effective date of this Act and at least once every 10 years thereafter, each governmental unit must form a committee to study local efficiencies and report recommendations regarding efficiencies and increased accountability to the county board in which the governmental unit is located.”

# Review Plan

Date	Meeting	Purpose
June 27, 2023	Special Meeting-First Meeting of the Decennial Committee. Begin at 5:15 p.m. followed by the FY2024 Budget Hearing and regular Board meeting.	<p>Appoint and welcome members. Adopt the process, procedures, and review timeline. Vote on administration's recommendation of topics to be reviewed by the Committee.</p> <p>Note: The administration's recommendation was approved.</p>
August 22, 2023	Special Meeting-Second Meeting of the Decennial Committee. Begin at 5:15 p.m. followed by the regular Board meeting.	Review Illinois Community College Board (ICCB) Recognition Report.
October 24, 2023	Special Meeting-Third meeting of the Decennial Committee. Begin at 5:15 p.m. followed by the regular Board meeting.	Review Comprehensive Annual Financial Report (CAFR).
December 19, 2023	Special Meeting-Fourth meeting of the Decennial Committee. Begin at 5:15 p.m. followed by the regular Board meeting.	Review Higher Learning Commission (HLC) Report.

# Illinois Community College Board (ICCB) Recognition Report

**Purpose:** Recognition is a statutory term describing the status of a district that meets instructional, administrative, financial, facility, and equipment standards as established by ICCB. A favorable recognition status is a condition of state funding eligibility.

**Outcome:** During FY22, the ICCB conducted a recognition evaluation of Rock Valley College. As there were zero (0) compliance findings, the ICCB staff issued a result of Recognition Continued.

**Efficiencies and Accountability:** Meeting ICCB standards is an indication of accountability to the state of Illinois. Moreover, these standards provide a blueprint for efficient College operations.



# Academic Standards

Category	Compliance Recommendations	Advisory Recommendations
Degrees and Certificates	None	None
Articulation	None	None
Academic Control	None	None
Curriculum	None	None
Dual Credit	None	None
Assessment Plans	None	None
Student Evaluation	None	None
Faculty Qualifications/ Policies	None	None
Cooperative Agreements and Contracts	None	None

# Academic Standards (continued)

Category	Compliance Recommendations	Advisory Recommendations
Program Review/Results	None	<p>In fiscal year 2020's review, it was noted by ICCB reviewers that the program review submission had sections that were missing and/or incomplete for Advising and Adult Education, including English Language Acquisition. As provided in the feedback letter dated September 15, 2021, the ICCB recommends that the college align their current program review schedule with the ICCB program review cycle. The ICCB recognizes that exceptions may have been granted in prior years. The college should provide a review of their Academic Advising services within the fiscal year 2021 submission.</p> <p>Note: The Advising Program Review was submitted in FY21. English Language Acquisition was reviewed as part of the FY22 Interdisciplinary Program Review required by ICCB. RVC will continue to follow the ICCB program review schedule.</p>

# Student Services/Academic Support Standards

Category	Compliance Recommendations	Advisory Recommendations
Advising/Counseling	None	None
Financial Aid	None	<p>The college did not report on their current loan default rate. The ICCB recommends including this data in future reports.</p> <p><i>College Response: RVC regularly monitors and provides its current loan default rate. Per this recommendation, the college will include it on future recognition reports.</i></p> <p>Note: RVC default rates are 10%, compared to a peer average of 14%</p>
Placement	None	None
Support Services	None	None
Student Programming, Co-curricular Activities and Support Services for Students	None	None
Admission of Students and Student Records	None	None

# Finance/Facility Standards

Category	Compliance Recommendations	Advisory Recommendations
Midterm Certification	None	None
Student Residency	None	None
Course Repeats	None	None
Dual Credit/Dual Enrollment	None	None
Financial Planning	None	None
Financial Compliance Annual External Audit	None	None
Approval of Construction Projects	None	None
Facilities Data Submissions	None	None
Employee Contracts	None	None

Note: Finances will be discussed in more detail at the October 24, 2023 Special Meeting – Third meeting of the Decennial Committee.

# Finance/Facility Standards (continued)

Category	Compliance Recommendations	Advisory Recommendations
Credit Hour Claim Verification	None	<p>The ICCB recommends that the college clarify its Residency Policy with respect to aspects of the definition of residency not explicitly reflected in the current policy.</p> <p><i>College Response: RVC will review the residency policy to ensure that the definition of residency is explicitly reflected.</i></p>

ROCK VALLEY COLLEGE  
**BOARD POLICY**

**4:10.040**

**STUDENT RESIDENCY**

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The residency of students enrolling in the College will be classified in accordance with the provisions of the *Illinois Public Community College Act*, 110 ILCS 805/1 *et seq.*, and the Administrative Rules of the Illinois Community College Board (ICCB).

The College will maintain procedures for student residency status classification and verification in accordance with the ICCB.

# Institutional Research/Reporting Standards

Category	Compliance Recommendations	Advisory Recommendations
General Reporting Requirements	None	<p>Most data submissions have been timely, accurate, and complete. The ICCB is appreciative of this and looks forward to continued timely, accurate, and complete data submissions from Rock Valley College. Focused efforts are recommended to improve the timeliness of the Annual Enrollment and Completion Data (A1).</p> <p><i>College Response: RVC will continue to submit timely, accurate, and complete requisite data. Furthermore, internal barriers that have impeded timeliness in submission of A1 data will be explored so that consistent timely submission can be achieved.</i></p> <p>Note: The following initiatives either have been or will be implemented to improve timeliness of the A1 data.</p> <ul style="list-style-type: none"> <li>• Train records staff to run edit reports and resolve errors throughout the year.</li> <li>• Submit related enrollment reports along with the A1 even though they are due later. This prevents the need to re-submit the A1 if there are discrepancies among reports.</li> <li>• Improve data governance (e.g., additional documentation of procedures).</li> </ul>

# Questions and Recommendation

The Decennial Committee members did not submit any questions to administrators prior to the August 22, 2023 Decennial Committee Meeting.

College administration recommends that the committee members accept the ICCB Recognition Report as evidence of efficiencies and accountability.

# Survey of Residents

At the conclusion of each meeting, the committee shall conduct a survey of residents who attended asking for input on the matters discussed at the meeting.



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Lazaro Lopez, Ed.D.  
Chairman

Brian Durham, Ed.D.  
Executive Director

Illinois Community College Board

March 29, 2023

Dr. Howard Spearman, President  
Rock Valley College  
3301 North Mulford Road  
Rockford, IL 61114

Dear President Spearman:

Enclosed is a Certificate of Recognition attesting to the fact that Rock Valley College District #511 has been "recognized" by the Illinois Community College Board in accordance with the provisions of Section 2-15 of the *Public Community College Act*. This status is granted to districts which meet the ICCB standards and affirms the district's eligibility to receive state grants appropriated to the ICCB.

Please note this certificate is effective through March 2028, unless otherwise notified.

Sincerely,

Dr. Brian Durham, Ed.D.  
Executive Director



# CERTIFICATE OF RECOGNITION

*This certifies that  
under the jurisdiction of the  
Board of Community College District No. 511*

## **ROCK VALLEY COLLEGE**

*is an officially recognized community college district.  
This Certificate of Recognition is issued as evidence  
that the educational program of the district meets  
the criteria and standards prescribed by the  
**Illinois Community College Board***

Issued at Springfield, Illinois on  
Date March 24, 2023

Chair  
Illinois Community College Board

Certificate Effective Through  
Date March 31, 2028

Executive Director  
Illinois Community College Board



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## **RECOGNITION REPORT**

## **ROCK VALLEY COLLEGE**

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*December 2022*

A decorative graphic at the bottom of the page consists of several overlapping, translucent geometric shapes in shades of blue and purple, creating a layered, crystalline effect.

Illinois Community College Board  
Recognition Report  
For Rock Valley College  
December 2022

**Introduction**

During fiscal year 2022, the Illinois Community College Board (ICCB) conducted a recognition evaluation of Rock Valley College (RVC), District 511. Due to the number and type of compliance findings in this report, the ICCB staff will recommend that the ICCB issue a finding of Recognition Continued to Rock Valley College. The information below describes the recognition process. The report following addresses specific compliance and advisory recommendations.

Recognition is a statutory term describing the status of a district that meets instructional, administrative, financial, facility, and equipment standards as established by the ICCB. A favorable recognition status is a condition of state funding eligibility. There are three categories of recognition status.

- *Recognition Continued-* The district generally meets ICCB standards.
- *Recognition Continued-with Conditions-* The district generally does not meet ICCB standards.
- *Recognition Interrupted-* The district fails to take corrective action to resolve the conditions placed upon it under “recognition continued-with conditions” within a prescribed period.

The standards selected for review during the current cycle include four categories: 1) Academic, 2) Student Services/Academic Support, 3) Finance/Facilities, and 4) Institutional Research/Reporting. The report focuses on the findings and recommendations for each standard. These findings are based on the specific rule(s) or statute(s) being examined as a part of the appropriate standard. For each standard the college may receive one of two types of recommendations: compliance or advisory.

- **Compliance Recommendations** are those for which the college was found to be out of compliance with a given state statute or administrative rule.
- **Advisory Recommendations** consist of instances where the review team identified areas that it believes would be beneficial for the college to examine or pursue, but action is not required.

The staff of the Illinois Community College Board wishes to thank the college for its assistance and efforts in conducting this review. The Board acknowledges that the college is involved in numerous positive activities, processes, and initiatives not reflected in the report and commends the institution for its efforts on behalf of students.

## Evaluation Results and Recommendations

### 1. Instruction

#### 1. Degrees and Certificates

A comparison between Rock Valley College's 2021-2022 catalog and the ICCB Curriculum Master File indicates that all degree and certificate programs have been approved by ICCB. All active and approved degrees and certificates fall within the required credit hour ranges as defined in the ICCB Administrative Rules Section 1501.302 a)3) A) i).

No discrepancies between the college catalog and the curriculum master file were identified.

**Compliance Recommendation:** None.

#### 2. Articulation

Rock Valley College offers the Associate in Arts (A.A.), the Associate in Science (A.S.), the Associate in Engineering Science (A.E.S.), and the Associate in General Studies (A.G.S.). Specific degree requirements parallel recommendations of the Illinois Articulation Initiative (IAI).

According to the ICCB Program Approval Manual, for courses that are offered as part of a transfer program that are not IAI-approved, community colleges are required to keep current (within the *last five years*) articulation documents on file and available upon request from the ICCB. Evidence of articulation includes signed Form 13's or documentation from Transferology indicating a current articulation match.

According to the requisite Recognition standard, the college has provided documentation of articulation for 16 of the 20 baccalaureate/transfer courses requested. Four of the courses have been withdrawn from the college's offerings. A review of the college's evidence of articulation (Form 13) submissions, IAI codes, and/or Transferology documentation indicates that 16 of 16 active courses submitted had the required current transfer agreements in place.

**Compliance Recommendations:** None.

#### 3. Academic Control

The institution maintains full academic control of the units of instruction. Faculty initiate new programs and curriculum modifications, and this involves developing syllabi, writing student learning outcomes, and conducting a labor market analysis. Academic

deans, the Curriculum Committee, and the Vice President and Chief Academic Officer review and approve proposals before being forwarded to ICCB for approval.

**Compliance Recommendation:** None.

#### 4. Curriculum

4a) A comparison between Rock Valley College's college catalog and the ICCB Curriculum Master File indicates that all degree programs are within the range of total number of credit hours required for completion of an associate degree curriculum. All active and approved degrees fall within the required credit hour ranges as defined in the ICCB Administrative Rules Section 1501.302, all career and technical education degree offerings are aligned with a career pathway, and all plans of study are aligned with a transfer pathway.

4b) The college indicated there is a systemic process in place to identify the local, state, and federal standards by which curriculum is developed including any associated program accreditation (optional or required) for students to earn related industry-recognized credentials. Furthermore, multiple CTE programs offer stackable credentials, from short-term to advanced certificates to an A.A.S. degree, many of which lead to industry-recognized credentials.

No discrepancies between the college catalog and the ICCB Curriculum Master File beyond what the college identified in their self-evaluation were noted.

**Compliance Recommendation:** None.

#### 5. Dual Credit

##### **Standard 5a-f: Dual Credit.**

As part of Rock Valley College's 2021-22 Recognition review, the following dual credit information was examined in order to determine if institutional policies and practices were in compliance with ICCB Administrative Rules 1501.507(b)(11) A-F: 1) the college's self-evaluation, 2) data from the ICCB Annual Course submission, and 3) an audit of student qualifications and faculty credentials. To examine student qualifications, ICCB utilized the Annual Course submission to select 100 dual credit transfer (1.1 PCS) and career and technical education (1.2 PCS) courses for review; 50 from fiscal year 2020 and 50 from fiscal year 2021. The college was then required to conduct an audit using the dual credit sample and provide information related to student qualifications, relevant pre-requisites, and placement policies. The college was also required to provide a list of all instructors teaching dual credit courses in fiscal years 2020 and 2021, including their credentials.

##### **State Laws and Regulations and Accreditation Standards.**

Based on the review, staff concluded that all state laws, regulations, accreditation standards, and local college policies apply to courses, instructional procedures, and academic standards at Rock Valley College. These apply to students as well as faculty and staff associated with dual credit courses at the college.

#### **Instructors.**

The college's self-study provided a detailed and thorough overview of its findings upon completing the self-study. During fiscal years 2020 through 2021, 40 faculty taught dual credit. Of those reviewed, all instructors (18) teaching 1.1 courses were found to hold the required credentials to teach dual credit. Upon submission of additional faculty credential information, each of the instructors teaching 1.2 courses (22), were found to hold the required credentials to teach CTE dual credit coursework.

#### **Students.**

After a review of the college self-study report and the additional audit materials requested by the ICCB, all students were found to have met the pre-requisite and respective placement exam scores to participate in dual credit coursework.

#### **Course Offerings and Requirements.**

Courses were selected from transfer courses and career and technical education courses consistent with requirements for dual credit offerings. The course prerequisites (including placement policies), descriptions, outlines, and student outcomes utilized for these courses aligned with the courses offered on campus and at other off-campus sites.

**Compliance Recommendation:** None.

### **6. Assessment Plans**

The institution has in place a systematic process to assess student learning in each degree and certificate program it offers. In 2019, the institution launched a new comprehensive plan in response to an HLC monitoring requirement. Departments assess select courses each year so that all courses are assessed at least once across a five-year period. Additionally, the institution has a plan to assess program and institutional outcomes. The institution reports utilize the data to improve curriculum, teaching, and student learning.

**Compliance Recommendations:** None.

### **7. Student Evaluation**

Rock Valley College has documented policy for evaluating and recording student performance. Student evaluation is tied to official course learning objectives and goals. Faculty and student handbooks were reviewed against college policy and administrative procedure to ensure the practices comply and are in alignment with ICCB Rule 1501.405.

**Compliance Recommendation:** None.

## 8. Faculty Qualifications/Policies

The college has policies and procedures in place to ensure the hiring of high-quality faculty. The college has adequate faculty development opportunities where faculty can receive professional development such as hands-on technology, and relevant discipline specific training, creating accessible instructional materials and pedagogy.

The ICCB staff requested that the college provide faculty credentials to verify that the instructors of record met the criteria. ICCB staff requested the transcripts of a listing of active courses that were taught during the review period to confirm faculty qualifications. As a result of the review, it was found that each faculty member met the faculty requirements.

To be in compliance with Administrative Rule 23 Ill. Adm. Code 1501.303(f), Rock Valley College must ensure all faculty have the proper credentials to teach. ICCB Recognition Standard 8a Faculty Qualifications/Policies states:

*Professional staff shall be educated and prepared in accordance with generally accepted standards and practices for teaching, supervising, counseling, and administering the curriculum or supporting system to which they are assigned. Such preparation may include collegiate study and professional experience. Graduate work through the master's degree in the assigned field or area of responsibility is expected, except in such areas in which the work experience and related training is the principal learning medium.*

The ICCB interpretation throughout the enforcement of these rules is that instructors teaching courses that are designated as transfer (1.1) courses must meet the master's degree requirement and must have a minimum of 18 graduate hours in the discipline. Regarding areas in which the work experience and related training is the principal medium, otherwise referred to as Career and Technical Education, instructors (1.2) must hold the appropriate credential and 2,000 hours of demonstrated experience in the field.

**Compliance Recommendation:** None.

## 9. Cooperative Agreements and Contracts

As part of the recognition review for standard 9, Cooperative Agreements, the following



items were reviewed: the college's self-study, course catalog, and website. Rock Valley College participates in the Comprehensive Agreement Regarding the Expansion of Educational Resources (CAREER) which has been approved by the ICCB and agreed upon by the 39 community college districts in the state. The college catalog, located on the college's website, as well as information on the college's "Joint Agreement Program" webpage include an accurate summation of the CAREER Agreement, which colleges are a part of the agreement, as well as how a student can access it.

**Compliance Recommendation:** None.

## **10. Program Review/Results**

After reviewing Rock Valley College's program review process and submissions, staff concluded that all instructional programs have been reviewed utilizing a systematic, college-wide process. The college meets the minimum requirements of need, cost, and quality for evaluating their instructional programs. Program reviews submitted are thorough in nature supporting the notion that there is adequate coordination and support from administrative leadership and institutional effectiveness. The college includes student and academic support services and administrative functions in their review cycle. No discrepancies between the college's program review process and schedule and the ICCB five-year program review were identified.

**Compliance Recommendation:** None.

**Advisory Recommendation:** In fiscal year 2020's review, it was noted by ICCB reviewers that the program review submission had sections that were missing and/or incomplete for Advising and Adult Education, including English Language Acquisition. As provided in the feedback letter dated September 15, 2021, the ICCB recommends that the college align their current program review schedule with the ICCB program review cycle. The ICCB recognizes that exceptions may have been granted in prior years. The college should provide a review on their Academic Advising services within the fiscal year 2021 submission.

## **2. STUDENT SERVICES/ACADEMIC SUPPORT**

### **Part 1A: Advising/Counseling**

The advising, counseling, and transfer program at the Rock Valley College is comprehensive and organized to address new students' academic planning and transitional needs and the continued success of all students as they progress through their program. Thirteen full-time advisors, including a director, are divided across a wide spectrum of

areas such as career and technical advising, athletic advising, retention, and transfer advising. Hours of operation are conducive to meeting the needs of students. The department also incorporates personal and success coaches to help supplement academic and career counseling.

**Compliance Recommendation:** None.

### **B: Financial Aid**

Rock Valley College provided a holistic review of its Financial Aid Department. The financial aid department is one of several student services offices located in close proximity to provide students with a one-stop-shop. Various outreach events and services are offered throughout the year during and outside of business hours. Students can connect with a representative through various means. Additionally, students can easily access relevant information on the college's website.

**Compliance Recommendation:** None.

**Advisory Recommendation:** The college did not report on their current loan default rate. The ICCB recommends including this data in future reports.

*College Response:*

*RVC regularly monitors and provides its current loan default rate. Per this recommendation, the college will include it on future recognition reports.*

### **C: Placement**

RVC strives to coordinate and facilitate all employment and career planning-related activities in partnership with staff, students, district residents, and current and future employers. These services include, but are not limited to, résumé writing, interview skill development, job identification, and student work-study. Training individuals for employment includes using a career coach, portfolio development, resume writing and branding, one-on-one coaching, group training, and individual and small group mock interviews. Presentations of these services are available during regular business hours. The college also has a Career Development Coordinator housed within Disability Support Services. This individual coordinates internships as a liaison to the Workforce Connection and advises students in the Rock Valley Academic Institute for Successful Employment (RAISE) program.

**Compliance Recommendation:** None.

## **D: Support Services**

Rock Valley College provided a comprehensive and holistic review of its various support services to students. Rock Valley provides various support services to students, which include the Office of Disability, Student Life, TRiO, and veterans' services. Student support facilities are easily accessible to students. Services are available to students at hours convenient to them, either in person or virtually. Web and in-person services are available for students with disabilities. Access and Disability Services provides students with legally mandated accommodations and additional programming to promote the inclusion and success of students with disabilities. The office works closely with area high schools and provides prospective students and parents with transition information through the College Awareness Program.

The Military and Student Veterans Center is where military and veteran students, faculty, and staff may receive information, assistance, and referrals to college departments and community agencies as they transition to college and the workforce. Veteran's Services is led by a program manager, an Army veteran with more than 15 years of experience and an active community member with ties to local organizations that serve as safe havens for our veteran population.

**Compliance Recommendation:** None.

**Student Programming, Co-Curricular Activities and Support Services for Students.**  
Rock Valley College provided a holistic review of its co-curricular and student support services. Student Life provides various opportunities for students to engage in campus life. According to the college, quality and equity are inextricably linked, and efforts in student programming aim to integrate these priorities. RVC joined the HLC Assessment Academy to formalize and begin implementation of a focused assessment for student learning projects on campus with the support of HLC mentors and scholars.

**Compliance Recommendation:** None.

### **Admission of Students and Student Records.**

All community colleges in Illinois have an open admissions policy. RVC has clear and comprehensive processes in place for student admission. The procedures for students to enroll at the college are outlined in the college catalog and the website for each program. Students include high school graduates or the equivalent, others 18 years of age and older, non-graduates aged 17 who have severed their connection with the high school system, and students younger than 18 who meet established criteria.

**Compliance Recommendation:** None.

## **3. FINANCE/FACILITIES**

### **3a. Credit Hour Claim Verification.**

The Illinois Community College Board (ICCB) staff conducted an on-site visit at Rock Valley College on July 6, 2022. During this visit, ICCB staff performed a finance and facilities assessment and discussed the processes relating to financial planning and credit hour claims. The college performed a demonstration of key systems to show how students are coded in the systems for residency and reporting credit hour claims. ICCB staff reviewed a sample of credit hours reported and certified by the college as semester unrestricted (SU) and semester restricted (SR). The credit hour certifications are used by ICCB annually to determine system funding calculations and college allocations.

ICCB staff reviewed the Instructional Credit Hour Claim Reports to select a sample of individual course sections per funded instructional category, semester, and student residency classification to verify the accuracy of the submissions that are used to compile the certified reports (SU/SR claim reports). The sample consisted of 18 course sections and 245 students in Fiscal Year 2021 for the summer, fall, and spring semesters. Mid-term class lists, final grade sheets, and transcripts were reviewed for reporting accuracy. Information reported on the SU/SR claim reports agreed with the certified mid-term class lists.

The college has a documented and verifiable process for determining residency. Classification of credit hours is automated using programming logic. The college makes a distinction between residency classifications for tuition and state funding purposes. When residency comes into question, students are asked for verification. This can be a voter's registration card, driver's license, library card, or other supporting documents that the student provides to the college for proof of residence. These processes were evaluated, and no evidence of inaccuracies were found.

Interdepartmental communications were appropriate regarding changes in laws, regulations or internal operations that could impact on the SU/SR claim reports. ICCB has not found any evidence that the college failed to meet the reporting or certification requirements over the period of the review. Overall, the college has generally complied with applicable laws, regulations, and rules for claiming credit hours for funding. Based on the review, ICCB staff finds, with a confidence level of 95 percent, that compliance with the reporting of certified hours is between 95 and 100 percent accurate. (Note: the statistical margin of error or confidence interval is five percent.)

**Compliance Recommendation:** None.

**Advisory Recommendation:** The ICCB recommends that the college clarify its Residency Policy with respect to aspects of the definition of residency not explicitly reflected in the current policy.

*College Response:*

*RVC will review the residency policy to ensure that the definition of residency is explicitly reflected.*

### **Midterm Certification.**

According to 110/ILCS 805/2-16.02, courses eligible for reimbursement are those which the district pays 50 percent or more of the program costs from unrestricted funds.

To determine the college's procedure for determining reimbursement eligibility, a written explanation of the methodology used to classify student credit hours, a listing of faculty which identified the percent of salary applied for selected course sections, and the midterm certification instructions sent to faculty were reviewed. Mid-term class lists and final grade sheets were reviewed and compared to ICCB internal reports.

Based on the review, instructors for SU courses were funded with more than 50 percent of unrestricted funds and appropriately reported.

**Compliance Recommendation:** None.

### **Student Residency.**

The written procedure for residency verification and a summary of tuition/fee rates charged to students in-district, out-of-district, and out-of-state were reviewed. Student demographics and transcript information were reviewed to support residency status, funded instructional category placement, and final grade postings. To determine if certain categories of students were properly excluded from the reimbursable credit hour claim report, ICCB staff reviewed samples with specific criteria.

All residency classifications were documented and determined to be accurate. Based on the review, the college properly classifies students.

**Compliance Recommendation:** None.

### **Course Repeats.**

The credit hour claims written procedure for excluding students who repeat a course was reviewed. Based on this review, there is a suitable process and procedure in place.

**Compliance Recommendation:** None.

### **Dual Credit/Dual Enrollment.**

The written procedure for dual credit and dual enrollment was reviewed along with intent to enroll instructions and enrollment forms. Based on the review, no issues were found.

**Compliance Recommendation:** None.

#### **4a. Financial Planning**

The Facilities Master Plan, annual budgets, close-out reports, uniform financial statements, strategic planning reports, certification of publications, instructional cost reports, Tax and Budget Survey reports, Certificates of Tax Levy, and annual external audits were reviewed.

All college departments are included in the financial planning and accountability process. Documentation on the college's website confirms that the board of trustees meets and discusses financial conditions and strategies monthly.

Report submissions were made in a timely manner. ICCB staff did not find any evidence indicating issues with financial planning requirements.

**Compliance Recommendation:** None.

#### **4b. Financial Compliance Annual External Audit**

For fiscal years 2018 through 2021, ICCB staff reviewed the annual external audits and consolidated year-end financial reporting (CYEFR) reconciliations and evaluated overall outcomes and timeliness of completion.

To ensure that any audit findings indicating the need for actions were addressed, evidence of corrective action plans (CAP) were reviewed by ICCB staff for all findings.

There were four findings noted over the four-year period. The CAP for each finding was provided and each appears to be adequate.

**Compliance Recommendation:** None.

#### **4c. A & B Facilities**

##### **A. Approval of Construction Projects**

ICCB's administrative rules at 23 IAC 1501.602b require an updated District Site and Construction Master Plan be filed with ICCB by July 1st of the year in which the district undergoes its recognition evaluation. It should be updated when a project is completed or added to the plan. The college submitted its 2021 Facilities Master Plan and their self-study, which were found to be in good order.

**Compliance Recommendation:** None.

## **B. Facilities Data Submissions**

Effective January 21, 2021, regulations on reporting requirements at Illinois Administrative Code Title 23, Section 1501.607 were revised. The requirement to submit reports “F3, F6, B3, and R3” for facility inventory records and building layouts was eliminated.

Annual facility data, project updates, estimated deferred maintenance, annual cost/backlog, and local projects (completed and in progress) reports are required to be submitted to ICCB. The college maintained and reported facilities data requests, reports, and other information to the ICCB in formats specified in accordance with standards and principles developed by the ICCB. ICCB did not find any evidence that the college failed to meet the submission requirements for the review period.

**Compliance Recommendation:** None.

## **4d. Employee Contracts**

According to 110 ILCS 805/3-65, an employment contract entered with an employee (president, chancellor, etc.) of a community college must not exceed three years and must not include any automatic rollover clauses. Any severance clause cannot exceed one year. All employee contracts, renewals, amendments, addendums, and extensions must be made during an open board meeting and made available to the public.

Copies of employee contracts, renewals, amendments, and extensions were requested for review. Board meeting minutes and public notices were also requested.

Based on the review, there is only one contractual employee position. This is the president’s position. The employment contract met all specifications and notice provisions required by law.

**Compliance Recommendation:** None.

## **4. INSTITUTIONAL RESEARCH/REPORTING**

### **ACCOUNTABILITY**

#### **General Reporting Requirements**

(Focused finance items are covered in Section 3d Part C.) The latest five years of Illinois Community College Board data submissions by Rock Valley College were reviewed—generally this includes fiscal years (FY) 2017-2021 unless otherwise stated. Submissions were evaluated on consistency, accuracy, completeness, and timeliness. Timeliness is based on the date of the final submission, not the date the original submission is received. A detailed analysis of individual data submissions is in Appendix A.

ICCB data timeliness and accuracy are vitally important as these submissions are used extensively by ICCB staff to fulfill external reporting requirements on behalf of the colleges. As a value-added service to the colleges, ICCB staff reconfigure and combine information collected through routine ICCB submissions into a format that meets the needs of external entities. This approach minimizes duplicate reporting and serves to further strengthen data submission quality and comprehensiveness. For example, ICCB uses information from college submissions to provide multiple federal Integrated Postsecondary Education Data System (IPEDS) reports. It is particularly important to meet federal IPEDS collection deadlines because federal officials have the authority to fine colleges for failure to furnish timely data. There are twelve IPEDS surveys across the Fall, Winter, and Spring collections, and the potential fine in 2021 was up to \$59,017 for each violation. The fine changes annually based on an inflation index. ICCB data also are used in federal Perkins Postsecondary and Adult Education and Family Literacy (WIOA Title II) performance reporting. Failure to meet these federal reporting deadlines could delay the availability of funds and would remove the state from eligibility for incentive dollars.

Rock Valley College officials have been successful in meeting federal submission timelines over the past five fiscal years. Over the last five years, Rock Valley College officials have met ICCB deadlines for most submissions. Overall, Rock Valley College's final data submissions have been accurate and complete. An Appendix Table contains additional details on actual submission dates.

**Part A. Student Data Reporting.** The **Annual Enrollment and Completion Data (A1)** submission is the most complex and lengthy of the state data submissions. Accuracy of final submissions has been good over the timeframe of the study. Final A1 submissions did not contain any critical errors in five of the five years reviewed. Rock Valley College's A1 submission met the reporting deadline in one of the past five fiscal years; the FY 2021 submission was finalized 11 days late, the FY 2019 submission was six weeks late, the FY 2018 submission was nearly two months late, and the FY 2017 submission was finalized about one month past the reporting deadline. The submissions took between six and 13 submissions to finalize. Coverage of Degree Objective was excellent over the timeframe of the study with no unknown records for this variable in four of the five years reviewed; the FY 2020 submission contained less than one percent of records with unknown Degree Objective. Coverage of Highest Degree Previously Earned was also excellent across the years reviewed with less than one to two percent of records with unknown Highest Degree Previously Earned. Consistency between the Annual Enrollment and Completion submission and the **Annual Student Identification (ID)** submission was excellent during each of the past five fiscal years. There were no headcount discrepancies. Annual Student Identification (ID) data were finalized prior to the reporting deadline in four of five fiscal years reviewed; the FY 2018 submission was finalized 13 days late.

The **Annual Completions (A2)** data submission began in fiscal year 2013. Rock Valley College met the reporting deadline in three of the five years reviewed; the FY 2018 submission was finalized 12 days late, and the FY 2017 submission was 19 days late. The number of submissions needed to finalize the data ranged from one to six, and final A2



submissions did not contain any critical errors in five of the five years reviewed. Coverage of Race/Ethnicity was excellent across the years reviewed with less than three percent of records with unknown Race/Ethnicity in each of the five years reviewed. There were more completions on the A2 than on the A1 submission in four of the five years reviewed; there were fewer completions reported on the FY 2017 submission, but this was due to optional reporting of adult education completions on the A1 and not on the A2. The A2 submission collects the same completions as the A1 submission, which is limited to three completions, but the A2 allows for more than three completions to be reported.

The **Annual Course (AC)** data submission began in fiscal year 2011. Rock Valley College met the reporting deadline in three of the five years reviewed; the FY 2019 submission was finalized eight days late, and the FY 2018 submission was finalized more than three weeks late. The number of submissions needed to finalize the data ranged from two to five, and final AC submissions did not contain any critical errors in five of the five years reviewed. The **Annual Course (AC)** data submission helps to address the requirements of the Dual Credit Quality Act (Public Act 096-0194).

The **Fall Enrollment (E1)** data submission's timeliness met the reporting deadline in four of the past five years; the FY 2021 submission was finalized nearly two months late. The number of submissions needed to finalize the data ranged from one to five, and there were no critical errors in the final submissions in five of the five years reviewed. Rock Valley College met the reporting deadline for the **Fall Enrollment Survey** in five of the five years reviewed. There were no headcount discrepancies between the Fall Enrollment Survey and the E1 submission across the five years reviewed.

**Noncredit Course Enrollment (N1)** data collection began in fiscal year 2000. Rock Valley College data submissions met the reporting deadline in each of the last five fiscal years. There were no critical errors in the final submissions. Coverage of Age was excellent in the five years reviewed with less than one percent of records having unknown age each year. The proportion of records with unknown Race/Ethnicity ranged between two percent and 17 percent across the five years reviewed.

**IPEDS Summer Graduate Reporting** data collection began in fiscal year 2000. The final submission met the reporting deadline in five of the past five fiscal years. **Summer Graduate Reporting for the IPEDS Graduation Rate Survey (GRS)** provides colleges with an opportunity to raise their graduation rates by including those students who complete programs one summer beyond the end of the fiscal year in rate calculations.

The **Spring Semester Enrollment Survey** was submitted on time in each of the past five fiscal years. The title of the survey was Winter Quarter/Spring Semester Term Enrollment Survey prior to fiscal year 2018.

**Part B. Faculty/Staff Data Submissions.** The **Faculty, Staff and Salary (C1)** electronic data submission met the reporting deadline in three of the past five fiscal years; the FY 2019 submission was finalized half a month late, and the FY 2018 submission was finalized

about three weeks past the reporting deadline. The number of submissions required to finalize these data ranged from four to five. The **Faculty, Staff, and Salary Supplementary Information** survey data submissions were finalized prior to the reporting deadline in four of the past five fiscal years; the FY 2018 submission was finalized three weeks past the reporting deadline. Data items in these submissions are very important in generating the annual “Salary Report for Illinois Community Colleges” and related Illinois Board of Higher Education and federal (IPEDS) reports.

The **Annual Faculty, Staff, and Salary (C3)** data submission began in fiscal year 2010. Rock Valley College met the submission deadline in three of the past five years reviewed; the FY 2019 submission was finalized one day late, and the FY 2017 submission was finalized five days past the reporting deadline. The number of submissions needed to finalize the data ranged from four to five. The **Annual Faculty, Staff, and Salary (C3)** submission provides ICCB with data for compliance with Public Act 096-0266 which impacts 110 ILCS 805/3-29.4.

The **African American Employment Plan Survey, Bilingual Needs and Bilingual Pay Survey, and Hispanic Employment Plan Survey** submissions began in fiscal year 2011 and the **Asian American Employment Plan Survey** submission in fiscal year 2013. Rock Valley College met the reporting deadline in each of the five years reviewed for all four surveys. The Employment Plan surveys provide ICCB with data for compliance with Public Acts 096-1341, 096-1286, and 097-0856.

**Part C. Other Submissions.** The **Underrepresented Groups Report** was submitted on time in four of the past five fiscal years; the FY 2017 submission was finalized two weeks past the reporting deadline. This report is becoming more important as national and state attention is being increasingly focused on improving the depth and breadth of services provided to members of underrepresented groups.

**Compliance Recommendations:** None.

**Advisory (Quality) Recommendations:** Most data submissions have been timely, accurate, and complete. The ICCB is appreciative of this and looks forward to continued timely, accurate, and complete data submissions from Rock Valley College. Focused efforts are recommended to improve the timeliness of the **Annual Enrollment and Completion Data (A1)**.

*College Response:*

*RVC will continue to submit timely, accurate, and complete requisite data. Furthermore, internal barriers that have impeded timeliness in submission of A1 data will be explored so that consistent timely submission can be achieved.*

## Recognition Policy Studies Report Due Dates

### Noncredit Course Enrollment Data (N1)

Fiscal Year Collected	2021	2020	2019	2018	2017
Fiscal Year <i>of Data</i>	2020	2019	2018	2017	2016
Final Submission – (07/15) *	07/08/20	07/02/19	07/11/18	07/11/17	07/06/16
# Submissions to Final	2	4	2	4	2
Timeliness	on time	on time	on time	on time	on time
Duplicated Head Count	14027	17038	19462	20030	23534
Unduplicated Head Count	8647	9646	11304	11658	13647
# Error Codes in Final Submission	3	3	5	6	2
# Critical Errors in Final Submission	0	0	0	0	0
% Records with Errors in Final Sub.	1.00 percent	1.24 percent	38.83 percent	40.61 percent	1.06 percent
% Unknown Age in Final Submission no value or.	0.08 percent	0.12 percent	0.36 percent	0.24 percent	0.34 percent
% Unknown Age in Final Submission unknown	0.06 percent	0.02 percent	0.01 percent	0.00 percent	0.00 percent
% Unknown Ethnicity** in Final no value or.	0.00 percent	0.00 percent	0.00 percent	0.00 percent	0.00 percent
% Unknown Ethnicity** in Final unknown	17.41 percent	16.24 percent	1.72 percent	16.75 percent	15.20 percent

\*Due 07/16 in FY 19; 07/17 in FY 18

\*\*From Item 29 starting in FY 21 collection (FY 20 data); from Item 30 in prior years.

### Annual Enrollment & Completion Data (A1)

Fiscal Year Collected	2021	2020	2019	2018	2017
Fiscal Year <i>of Data</i>	2020	2019	2018	2017	2016
Final Submission – (08/01) *	08/14/20	08/01/19	09/12/18	09/25/17	10/05/16
# Submissions to Final	7	7	8	13	6
Timeliness	11 days late	on time	42 days late	55 days late	34 days late
Head Count (total incl. 0 hrs. enroll.)	9967	10102	10598	11799	12467
Discrepancy between A1 & ID	0	0	0	0	0

# Error Codes in Final Submission	5	5	2	3	0
# Critical Errors in Final Submission	0	0	0	0	0
% Records with Errors in Final Sub.	0.52 percent	0.27 percent	0.29 percent	0.08 percent	0.00 percent
% 0 Cumulative GPA in Final Sub.	18.05 percent	19.31 percent	19.23 percent	19.34 percent	19.23 percent
% 0 Cumulative Hours in Final Sub.	17.91 percent	19.17 percent	19.01 percent	19.20 percent	18.91 percent
% Unknown Degree Obj. in Final	0.00 percent	0.01 percent	0.00 percent	0.00 percent	0.00 percent
% Unknown Highest Degree in Final no value or.	0.00 percent	0.00 percent	0.00 percent	0.00 percent	0.00 percent
% Unknown Highest Degree in Final unknown	1.40 percent	1.03 percent	1.15 percent	0.68 percent	0.49 percent
% Pell Recipient Coverage in Final Sub. (codes 2,4,5)	19.62 percent	19.56 percent	20.34 percent	21.80 percent	22.17 percent
% Subsidized Stafford Recipients in Final Sub. (code 2)	2.50 percent	2.66 percent	2.95 percent	3.06 percent	N/C

\* Due 08/03 in FY 21; adjusted to 09/01 due to ICCB internal technology update in FY 17

### Annual Completions Data (A2)

Fiscal Year Collected	2021	2020	2019	2018	2017
Fiscal Year of Data	2020	2019	2018	2017	2016
Final Submission – (09/01) *	08/17/20	08/01/19	08/31/18	09/13/17	10/04/16
# Submissions to Final	2	2	1	1	6
Timeliness	on time	on time	on time	12 days late	19 days late
Record Count (duplicate completions)	1707	1947	2139	2288	2553
Total Number of Completions from A1	1679	1922	2108	2250	2862
More Completions on A2 than on A1 or Equal Number	Yes	Yes	Yes	Yes	No
# Error Codes in Final Submission	0	0	0	0	0
# Critical Errors in Final Submission	0	0	0	0	0
% Records with Errors in Final Sub.	0.00 percent	0.00 percent	0.00 percent	0.00 percent	0.00 percent

% Unknown Ethnicity** in Final no value or.	0.00 percent	0.00 percent	0.00 percent	0.00 percent	0.00 percent
% Unknown Ethnicity** in Final unknown	2.93 percent	2.36 percent	1.96 percent	1.49 percent	1.45 percent

\* Due 09/03 in FY 20; 09/04 in FY 19; Adjusted to 09/15 due to ICCB internal technology update in FY 17

\*\*From Item 17 starting in FY 21 collection (FY 20 data); from Item 18 in prior years.

### Annual Student ID Submission (ID)

<b>Fiscal Year Collected</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
Fiscal Year <i>of Data</i>	2020	2019	2018	2017	2016
Final Submission (09/01) *	08/14/20	08/02/19	08/31/18	09/14/17	09/01/16
# Submissions to Final	1	2	1	2	1
Timeliness – Data Due	on time	on time	on time	13 days late	on time
Head Count in Final Submission	9967	10102	10598	11799	12467
Discrepancy between A1 & ID	0	0	0	0	0
# Error Codes in Final Submission	2	1	3	3	0
# Critical Errors in Final Submission	0	0	0	0	0

\* Due 09/03 in FY 20; 09/04 in FY 19; Adjusted to 09/15 due to ICCB internal technology update in FY 17

### Annual Course Data (AC)

<b>Fiscal Year Collected</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
Fiscal Year <i>of Data</i>	2020	2019	2018	2017	2016
Final Submission – (09/01) *	08/25/20	08/01/19	09/12/18	09/25/17	09/12/16
# Submissions to Final	5	3	2	5	2
Timeliness	on time	on time	8 days late	24 days late	on time
# Error Codes in Final Submission	0	0	1	1	0
# Critical Errors in Final Submission	0	0	0	0	0
% Records with Errors in Final Sub.	0.00 percent	0.00 percent	0.00 percent	0.01 percent	0.00 percent
% Dual Credit in Final	6.33 percent	6.99 percent	7.25 percent	6.32 percent	6.41 percent

% Remedial (PCS 14) in Final	7.52 percent	8.43 percent	8.33 percent	8.20 percent	7.97 percent
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\* Due 09/03 in FY 20; 09/04 in FY 19; Adjusted to 09/22 due to ICCB internal technology update in FY 17

### Fall Term Enrollment Data (E1)

<b>Fiscal Year Collected</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
Fiscal Year <i>of Data</i>	2021	2020	2019	2018	2017
Final Submission – (10/01) *	11/25/20	09/25/19	09/19/18	09/27/17	09/29/16
# Submissions to Final	4	3	1	5	4
Timeliness	55 days late	on time	on time	on time	on time
Head Count in Final Submission	5762	6092	6244	6378	7699
Discrepancy between E1 & Survey	0	0	0	0	0
# Error Codes in Final Submission	4	2	4	0	2
# Critical Errors in Final Submission	0	0	0	0	0
% Records with Errors in Final Sub.	0.39 percent	0.06 percent	0.16 percent	0.00 percent	0.02 percent
Degree Obj. Coverage in Final % coded with no code	0.00 percent	0.00 percent	0.00 percent	0.00 percent	0.00 percent
Scholarship Coverage in Final Sub. % with no scholarship	100.00 percent	100.00 percent	100.00 percent	100.00 percent	100.00 percent

\* Due 10/02 in FY 18; Adjusted to 10/17 due to ICCB internal technology update in FY 17

### Fall Term Enrollment (Web) Survey

<b>Fiscal Year Collected</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
Fiscal Year <i>of Data</i>	2021	2020	2019	2018	2017
Final Submission – (10/01) *	09/09/20	09/04/19	09/12/18	09/20/17	09/19/16
Timeliness	on time	on time	on time	on time	on time
Head Count	5762	6092	6244	6378	7699
Discrepancy between E1 & Survey	0	0	0	0	0

\*Due 10/02 in FY 18; 10/03 in FY 17

### Faculty Staff & Salary Data (C1)

<b>Fiscal Year Collected</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
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<b>Fiscal Year of Data</b>	2021	2020	2019	2018	2017
Final Submission – (10/15) *	10/15/20	10/10/19	10/30/18	11/07/17	10/13/16
# Submissions to Final	5	4	5	4	4
Timeliness	on time	on time	15 days late	22 days late	on time
# Error Codes in Final Submission	3	4	3	2	3
# Critical Errors in Final Submission	2	2	2	2	2
% Records with Errors in Final Sub.	6.02 percent	6.90 percent	5.42 percent	2.99 percent	4.59 percent
% Unknown Employment Class (8)	0.00 percent	0.14 percent	0.00 percent	0.00 percent	0.00 percent

\*Due 10/16 in FY 18; Adjusted to 10/26 due to ICCB technology update in FY 17

### Faculty Staff & Salary Supplementary Information

<b>Fiscal Year Collected</b>	2021	2020	2019	2018	2017
<b>Fiscal Year of Data</b>	2021	2020	2019	2018	2017
Final Submission – (10/15) *	10/15/20	10/15/19	10/15/18	11/14/17	11/07/16
# Submissions to Final	1	1	1	2	1
Timeliness	on time	on time	on time	21 days late	on time

\*Adjusted to 10/24 in FY 18 due to ICCB survey update and to 11/08 in FY 17 due to internal technology update

### Summer Graduate Reporting for IPEDS GRS

<b>Fiscal Year Collected</b>	2021	2020	2019	2018	2017
<b>Fiscal Year of Data</b>	2021	2020	2019	2018	2017
Final Submission (11/01) *	10/20/20	10/25/19	10/12/18	10/11/17	10/12/16
Timeliness	on time	on time	on time	on time	on time

\*Due 11/02 in FY 21

### African American Employment Plan Survey

<b>Fiscal Year Collected</b>	2021	2020	2019	2018	2017
<b>Fiscal Year of Data</b>	2020	2019	2018	2017	2016
Final Submission Varies See Note*	11/17/20	01/07/20	01/31/19	01/23/18	03/08/17

Timeliness	on time	on time	on time	on time	on time
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\*Due 12/09 in FY 21; 01/15 in FY 20; 02/08 in FY 19; 02/02 in FY 18; 03/08 in FY 17

### Asian American Employment Plan Survey

<b>Fiscal Year Collected</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
Fiscal Year <i>of Data</i>	2020	2019	2018	2017	2016
Final Submission Varies See Note*	11/17/20	01/07/20	01/31/19	01/23/18	03/08/17
Timeliness	on time	on time	on time	on time	on time

\* Due 12/09 in FY 21; 01/15 in FY 20; 02/08 in FY 19; 02/02 in FY 18; 03/08 in FY 17

### Bilingual Needs and Bilingual Pay Survey

<b>Fiscal Year Collected</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
Fiscal Year <i>of Data</i>	2020	2019	2018	2017	2016
Final Submission Varies See Note*	11/18/20	01/15/20	02/01/19	01/25/18	03/08/17
Timeliness	on time	on time	on time	on time	on time

\* Due 12/09 in FY 21; 01/15 in FY 20; 02/08 in FY 19; 02/02 in FY 18; 03/08 in FY 17

### Hispanic Employment Plan Survey

<b>Fiscal Year Collected</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
Fiscal Year <i>of Data</i>	2020	2019	2018	2017	2016
Final Submission Varies See Note*	11/17/20	01/07/20	02/01/19	01/23/18	03/08/17
Timeliness	on time	on time	on time	on time	on time

\* Due 12/09 in FY 21; 01/15 in FY 20; 02/08 in FY 19; 02/02 in FY 18; 03/08 in FY 17

### Underrepresented Groups Report

<b>Fiscal Year Collected</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
Fiscal Year <i>of Data</i>	2020	2019	2018	2017	2016
Final Submission Varies See Note*	01/28/21	02/28/20	02/01/19	02/08/18	02/22/17
Timeliness	on time	on time	on time	on time	14 days late

\*Due 02/02 in FY 21; 02/28 in FY 20; 02/01 in FY 19; 02/16 in FY 18; 02/08 in FY 17

### Spring Semester Enrollment Survey\*



<b>Fiscal Year Collected</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
Fiscal Year <i>of Data</i>	2021	2020	2019	2018	2017
Final Submission (02/15) **	02/08/21	01/29/20	01/31/19	01/25/18	01/26/17
Timeliness	on time	on time	on time	on time	on time

\*The title of the survey was Winter Quarter/Spring Semester Term Enrollment Survey prior to FY 18

\*\*Due 02/10 in FY 20; 02/09 in FY 18

### Annual Faculty Staff & Salary Data (C3)

<b>Fiscal Year Collected</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
Fiscal Year <i>of Data</i>	2021	2020	2019	2018	2017
Final Submission – (6/15) *	06/15/21	06/12/20	06/18/19	06/15/18	06/20/17
# Submissions to Final	5	5	5	4	4
Timeliness	on time	on time	1 day late	on time	5 days late
# Error Codes in Final Submission	3	4	2	1	2
# Critical Errors in Final Submission	1	1	1	1	1
% Records with Errors in Final Sub.	9.58 percent	8.39 percent	12.40 percent	9.47 percent	6.14 percent
% Unknown Ethnicity** in Final no value or.	0.00 percent	0.43 percent	0.00 percent	0.00 percent	0.00 percent
% Unknown Ethnicity** in Final unknown	1.55 percent	1.28 percent	1.17 percent	1.11 percent	1.02 percent
% Unknown Employment Class (8)	0.15 percent	0.14 percent	0.58 percent	0.16 percent	0.15 percent

\*Due 06/17 in FY 19

\*\*From Item 36 starting in FY 21 collection; from Item 37 in prior years.

# Rock Valley College

## Decennial Committee Feedback

Public Act 102-1088, the Decennial Committees on Local Government Efficiency Act, states "each governmental unit must form a committee to study local efficiencies and report recommendations regarding efficiencies and increased accountability to the county board in which the governmental unit is located."

Are you a resident of Community College District 511 served by Rock Valley College?

- Yes
- No

As a resident, I believe that the discussion at today's Decennial Committee meeting suggests that Rock Valley College operates in an efficient manner.

- Strongly agree
- Somewhat agree
- Neither agree nor disagree
- Somewhat disagree
- Strongly disagree

As a resident, I believe that Rock Valley College has sufficient accountability measures to govern the institution.

- Strongly agree
- Somewhat agree
- Neither agree nor disagree
- Somewhat disagree
- Strongly disagree

Use this space to provide any other input on the matters discussed at the meeting.

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