

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

ROCK VALLEY COLLEGE BOARD OF TRUSTEES REGULAR MEETING
5:30 p.m., December 19, 2023

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 (Performing Arts Room) in the Educational Resource Center (ERC) on Tuesday, December 19, 2023. The meeting was called to order by Vice Chair Paul Gorski at 5:40 p.m.

Roll Call

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

Mr. Paul Gorski	Mr. Bob Trojan
Mr. John Nelson	Ms. Kristen Simpson
Student Trustee Juan Noguera	

The following trustees were absent at roll call: Ms. Gloria Cardenas Cudia, Ms. Crystal Soltow, and Mr. Richard Kennedy.

Also in attendance: Dr. Howard Spearman, President; Mr. Rick Jenks, Vice President Operations/Chief Operations Officer; Dr. Amanda Smith, Vice President Academic Affairs/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; Ms. Ann Kerwitz, Assistant to the President; Ms. Betsy Saucedo, Assistant to the President; Attorney Matthew Gardner, Robbins Schwartz.

Board Member Attendance by Means Other than Physical Presence

Trustee Nelson made a motion, seconded by Trustee Trojan, to allow Trustee Soltow to participate in the meeting via teleconference. The motion was approved by unanimous roll call vote. Trustee Soltow entered the meeting via telephone at 5:48 p.m.

Communications and Petitions (Public Comment)

There were no communications or petitions.

Recognition of Visitors

Community members were recognized during the meeting.

General Presentations

Dominic Demonica from DKA presented on the construction manager proposal for the downtown campus which is scheduled to be completed by the Fall semester of 2026. Mr. Demonica described the differences, advantages, and disadvantages of the General Contractor approach, the Construction Manager-Adviser approach, and the Construction Manager-At Risk approach. Extensive discussion ensued. The Trustees questions and comments included:

- Cost savings of the different approaches are relatively the same.
- RVC will work with the city of Rockford to ensure that its projects align with RVC’s downtown project (road closures, utility interruptions, and building demolition).
- The DKA firm looked at projected cost per square foot and similar community college construction projects to determine the estimated cost of \$52 million.
- Due to the projected timeline and the August 2026 opening of the building, a decision needs to be made quickly.
- The College attorney explained the bidding process with the Construction Manager-At Risk approach. He clarified that the trade contracts go out to bid by the College with the assistance of the construction manager and the architect, and then the contract would be awarded to the lowest responsible bidder.
- President Spearman, Mr. Jenks, Mr. Demonica, and the College attorneys prefer the Construction Manager-At Risk option.

After the presentation, there was a break at 6:47 p.m., and the meeting reconvened at 6:52 p.m.

Approval of Minutes

A motion was made by Trustee Trojan, seconded by Trustee Nelson, to approve the minutes of the November 7, 2023 Committee of the Whole meeting and the November 21, 2023 Regular meeting.

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

Action Items

1. BR 8112 - Claims Sheet - November 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 November 1, 2023 to November 30, 2023. The total is \$1,959,579.57.

A motion was made by Trustee Trojan, seconded by Trustee Simpson, to approve Board Report 8112. There was no discussion. The motion was approved by majority roll call vote. Trustees Gorski, Simpson, Soltow, and Trojan voted yes. Trustee Nelson voted no. Student Trustee Noguera voted yes (advisory).

2a. BR 8113-A - Purchase Report-A - 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 8113-A, Purchase Report-A.

\$ 39,700.00 - Not to exceed	A. Air One Equipment Inc., South Elgin, IL
\$ 10,347.00 - Not to exceed	B. Dinges Fire Company, Amboy, IL
\$ 48,000.00	C. Airoidi Brothers, Rockford, IL
\$ 17,000.00 - Not to exceed	D. Amazon, Inc., Seattle, WA
\$ 28,863.67	E. CDW-G, Chicago, IL

\$ 63,169.05	F. Laerdal Medical Corporation, Wappingers Falls, NY
\$ 24,395.81	G. Entre Computer Solutions, Machesney Park, IL
\$ 105,000.00 - Not to exceed	H. Sikich LLP, Naperville, IL
\$ 467,190.00 - Not to exceed	I. Scandroli Construction, Rockford, IL
\$ 33,440.00 - Not to exceed	J. Benchmark Flooring, Loves Park, IL

A motion was made by Trustee Trojan, seconded by Trustee Nelson, to approve Board Report 8113-A. Vice President Olson explained that there was a redlined version for Item D due to the price variation caused by the marketplace structure of Amazon. The motion was approved by unanimous roll call vote.

3. **BR 8114 - Audit Services Recommendation**

The Board Report reads in part: It is recommended that the Board of Trustees authorizes the administration to engage Sikich LLP as the College's audit service firm.

A motion was made by Trustee Trojan, seconded by Trustee Nelson, to approve Board Report 8114. There was no discussion. The motion was approved by unanimous roll call vote.

4. **BR 8115 - FY2024 Fund Transfer Request**

The Board Report reads in part: It is recommended that the Board of Trustees approves the College administration to allocate \$13,000,000 for the strategic initiatives listed on the Board Report from Operating Funds.

A motion was made by Trustee Trojan, seconded by Trustee Simpson, to approve Board Report 8115. There was no discussion. The motion was approved by unanimous roll call vote.

5. **BR 8116 - FY2025 Capital Project Requests**

The Board Report reads in part: It is recommended that the Rock Valley College (RVC) Board of Trustees approves the use of Fund 03 Capital and Protection, Health, and Safety funds for the projects described on the Board Report.

A motion was made by Trustee Trojan, seconded by Trustee Nelson, to approve Board Report 8116. There was no discussion. The motion was approved by unanimous roll call vote.

6. **BR 8117 - Personnel Report**

The Board Report reads in part: It is recommended that the Board of Trustees approves the personnel items listed on Board Report 8117.

A motion was made by Trustee Nelson, seconded by Trustee Simpson, to approve Board Report 8117. There was no discussion. The motion was approved by unanimous roll call vote.

7. **BR 8118 - 2025-2026 Academic Calendar**

The Board Report reads in part: It is recommended that the Board of Trustees approves the 2025-2026 Academic Calendar.

A motion was made by Trustee Nelson, seconded by Trustee Simpson, to approve Board Report 8118. Vice President Smith confirmed that there were no changes to the academic calendar. The motion was approved by unanimous roll call vote.

8. BR 8119 - Updated Solicitation (Acceptance of Contributions) Board Policy 2:10.100

The Board Report reads in part: It is recommended that the Board of Trustees approves the renamed and revised Board Policy 2:10.100 Solicitation to affirm statutory compliance, remove the political events on campus language from the policy, and rename the policy as “Acceptance of Contributions.” **Attorney Reviewed.**

A motion was made by Trustee Trojan, seconded by Trustee Simpson, to approve Board Report 8119. Dr. Spearman explained that the redlined version was the original policy that is currently in the Board Policy Manual. The motion was approved by unanimous roll call vote.

9. BR 8120 - Board Policy 2:30.060 Cyber and Information Security Policy

The Board Report reads in part: It is recommended that the Board of Trustees approves the creation of Board Policy 2:30.060, Cyber and Information Security Policy. **Attorney Reviewed.**

A motion was made by Trustee Trojan, seconded by Trustee Simpson, to approve Board Report 8120. There was no discussion. The motion was approved by unanimous roll call vote.

10. BR 8121 - FIRST READING Board Policy 2:10.120 - Americans with Disabilities Act (ADA)

The Board Report reads in part: The administration is requesting that the Board of Trustees adopts a new Board Policy for the Americans with Disabilities Act (ADA). This policy will address RVC’s compliance with the ADA in their physical facilities, online digital presence, and employee, student, and community stakeholder needs. It will also ensure that applicable procedures are created to support the policy. **Attorney Reviewed.**

There was no discussion. Because this is a first reading, no vote was taken.

11. BR 8122 - FIRST READING Board Policy 5:10.120 - Purchasing

The Board Report reads in part: It is recommended that the Board of Trustees approves and ratifies the updated Purchasing Board Policy 5:10.120 to align with the Illinois Community College Act, Chapter 110, Illinois Compiled Statutes, 805/3-27. 1. **Attorney Reviewed.**

There was no discussion. Because this is a first reading, no vote was taken.

Other Business

1. New Business

There was no new business.

2. Unfinished Business

There was no unfinished business.

Updates / Reports

1. President’s Update

President Spearman provided an update on various activities and events.

- Attended the Workforce Equity Initiative (WEI) Completion Ceremony which was organized by Cierra Morris, WEI Program Director, and her team, who did an amazing job.
- Attended the Nursing Pinning Ceremony.
- Acknowledged Brittany Freiberg, chief development officer, and the RVC Foundation who organized multiple great events such as the RVC Distinguished Alumnus Induction Ceremony for Bing Liu and the Stenstrom Student Center Dedication Ceremony.

- Attended the Athletics Hall of Fame event at Prairie Street Brewery.
- Attended the Alignment Rockford Healing Centered Student Support Sector Summit event in the Stenstrom Student Center Atrium which brought together community members to analyze seven critical sectors that impact the lives of students.
- Attended the ComEd Community of the Future meeting in the Stenstrom Student Center where community members discussed how to help redevelop the fairgrounds neighborhood.
- Attended the Northern Illinois Council of Governments Legislative Luncheon where eight legislators participated in the discussion.
- President Spearman gave an update on the CLII building. Senator Stadelman is working on accessing the funds to renovate the building.
- President Spearman concluded his report by stating that he has enjoyed being the president in 2023, looks forward to being president in 2024, and wished everyone a Merry Christmas and a Happy New Year.

2. Leadership

- Vice President Keith Barnes acknowledged and thanked Dr. Luevinus Muhammad, her staff in Student Services, and the Diversity, Equity, and Inclusion (DEI) staff who coordinated the Kwanzaa Celebration which took place in the Stenstrom Student Center Atrium. He also extended an invitation to the Board of Trustees to attend the MLK Roundtable event on Wednesday, January 17 at 12 p.m. in the Stenstrom Student Center Atrium. Lastly, he wished everyone Happy Holidays.
- Vice President Jim Handley acknowledged Christine Lott and the employee appreciation committee for coordinating the Second Annual End of the Year Employee Celebration. He also wished everyone Happy Holidays.
- Vice President Heather Snider provided an enrollment update stating that for the Spring semester, the College is at 92% to budget and at 98% to budget for the entire year.
- Vice President Ellen Olson wished everyone Happy Holidays.
- Vice President Rick Jenks stated that due to two storms, one which produced large hail, and one that produced large winds, there was damage to 12 buildings on the main campus. The insurance company will be covering the cost of the damage. The metal roof of the Starlight Theater will be replaced, which will cost \$963,000.00; the JCSM roof will be replaced, which will cost \$622,000.00; and all of the coping on the buildings will be replaced. In addition, the Starlight Theater was nominated in 11 categories by the 2023 Broadway World Chicago Awards which honor regional productions. Lastly, he wished everyone a Merry Christmas and a Happy New Year.
- Vice President Dr. Patrick Peyer wished everyone Happy Holidays.
- Vice President Dr. Amanda Smith announced that the staff of the Valley Forge placed third for the Best Student Media Award. She added that 27 Nursing students graduated for the Fall 2023 semester. Lastly, she wished everyone Happy Holidays.

3. ICCTA Report (Illinois Community College Trustees Association)

There was no ICCTA report.

4. Trustee Comments

- Trustee Soltow thanked the RVC staff for all of their hard work and wished everyone a Merry Christmas and a Happy New Year.
- Trustee Trojan brought up the December 18 ICCTA News report which states that Governor Pritzker urges a careful approach as the current year surplus could be followed by a deficit. Mr. Trojan brought this up as a precaution as the College may not receive as much money

from the State in the future. He also thanked Cabinet members for all of their work, and wished everyone a Merry Christmas and a Happy New Year.

- Trustee Simpson stated that her son, Chase, completed his first semester at RVC, and thanked the RVC employees for all of their support. She also wished everyone Happy Holidays.
- Trustee Nelson wished everyone Happy Holidays.
- Trustee Gorski congratulated and thanked Trustees Simpson and Kennedy for their contributions to the College. He also mentioned if Board Chair Cudia was present, she would thank everyone for all of their efforts and hard work this year. Trustee Gorski stated that he would like to know the square footage for each of the programs that will be at the Downtown West Campus. Lastly, he thanked everyone for their efforts.

5. Student Trustee Report

Student Trustee Nogueta discussed the multiple events on campus such as the Student Government Association (SGA) and Campus Activities Board (CAB) Holiday Party, the RVC International Student Luncheon, and the Annual Fire Academy hosted by the Fire Science Program. He also stated how he established communication between RVC students and himself by participating in multiple club meetings. Lastly, he discussed that his three areas of focus for the year were student success, student empowerment, and student development. Trustee Nelson made a recommendation to Trustee Nogueta to host a concert at RVC to increase student engagement on campus. Trustee Nogueta stated that he would take the recommendation back to the SGA.

6. RVC Foundation Liaison Report

Trustee Trojan explained how the RVC Foundation is increasing its budget for scholarships for the Spring 2024 semester, which will include \$600,000.00 for the annual scholarships and \$185,000.00 for the endowment scholarships. He also stated that in November 2023, there were 285 students who attended the Annual Scholarship Luncheon. Lastly, he described the various initiatives that the RVC Foundation takes to collect funds to support RVC students.

7. Freedom of Information Act (FOIA) Report

The FOIA report was accepted as presented.

Closed Session

At 7:36 p.m. a motion was made by Trustee Nelson, seconded by Trustee Simpson 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), 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 8:35 p.m., a motion was made by Trustee Nelson, seconded by Trustee Simpson, to adjourn the closed session and return to open session. The motion was approved by unanimous roll call vote.

Next Meeting

The Next Committee of the Whole Meeting will be held Tuesday, January 9, 2024 at 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center on the main campus.

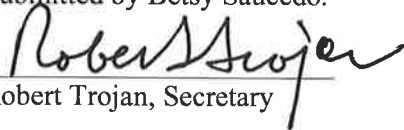
The next Board of Trustees retreat will be held Saturday, January 20, 2024, 8:30 a.m. The meeting will be held in Room 1308 in the Woodward Technology Center on the main campus. *Location for this meeting only.*

The next Regular meeting will be held Tuesday, January 23, 2024. 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center on the main campus.

Adjournment

At 8:38 p.m., a motion was made by Trustee Nelson, seconded by Trustee Simpson, to adjourn the meeting. The motion was approved by unanimous roll call vote.

Submitted by Betsy Saucedo.


Robert Trojan, Secretary


Paul Gorski, Vice Chair