

**Rock Valley College
Illinois Community College District No. 511
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
November 19, 2024, 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 the Educational Resource Center (ERC), Performing Arts Room (PAR), Room 0214. Board Chair Robert Trojan called the meeting to order at 5:15 p.m.

Roll Call

Mr. Robert Trojan	Mr. Richard Kennedy
Ms. Gloria Cardenas Cudia	Mr. Paul Gorski
Mrs. Kristen Simpson	Ms. Crystal Soltow
Mr. John Nelson joined at 5:33 p.m.	Nico Mikos, Student Trustee

Also in attendance: Dr. Howard Spearman, President; Dr. Amanda Smith, Vice President of Academic Affairs/Chief Academic Officer; Dr. Terrica Huntley, Interim Vice President of Human Resources; Ms. Ellen Olson, Vice President of Finance/Chief Financial Officer; Ms. Heather Snider, Vice President of Institutional Effectiveness and Communications; Dr. Patrick Peyer, Vice President of Student Affairs; Dr. Keith Barnes, Vice President of Equity and Inclusion; Ms. Ann Kerwitz, Assistant to the President; Ms. Araceli Olvera, Interim Executive Assistant; Ms. Tracy Luethje, Executive Assistant to the Vice President of Operations; Attorney Matt Gardner, Robbins Schwartz.

Board Member Attendance by Means Other than Physical Presence

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

Communications and Petitions (Public Comment)

No public comments were received.

Recognition of Visitors

There were no visitors to be recognized.

General Presentation

There were no general presentations.

Approval of Minutes

A motion was made by Trustee Gorski, seconded by Trustee Cudia, to approve the minutes of the October 5, 2024, Committee of the Whole meeting, the October 15, 2024, Special meeting, and the October 22, 2024, Regular Board meeting. There was no discussion. The motion was approved by unanimous roll call vote.

Action Items

1. BR 8211 – 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 October 1, 2024, to October 31, 2024. The total is \$4,200,538.74.

A motion was made by Trustee Gorski, seconded by Trustee Cudia, to approve Board Report 8211. There was no discussion. The motion was approved by unanimous roll call vote.

2. BR 8212-A – Purchase Report A – FY2025 Amendments

The Board Report reads in part: It is recommended that the Board of Trustees approves the marked item for purchase on Board Report 8212-A, Purchase Report – A – FY2025 Purchases.

A. Com Ed	Rockford, IL	\$15,000.00
B. Concord Theatricals Corp	New York, NY	\$1,800.00
C. Windstar	Carroll, IA	\$35,000.00

Trustee Gorski asked if changes had been made to BR8212-A Purchase Report A since the November 5, 2024 Committee of the Whole meeting. VP Olson confirmed there were no changes.

A motion was made by Trustee Gorski, seconded by Student Trustee Mikos, to approve Board Report 8212-A. There was no discussion. The motion was approved by unanimous roll call vote.

3. BR 8212-B – Purchase Report B – FY2025 Purchases

The Board Report reads in part: It is recommended that the Board of Trustees approves the marked item for purchase on Board Report 8212-B, Purchase Report – B – FY25 Purchases.

A. US Radar	Morganville, NJ	\$33,290.00
B. Snap-on Industrial	Crystal Lake, IL	\$36,147.95
C. Nicor Gas	Naperville, IL	\$170,000 Not to Exceed
D. AT&T	Waukesha, WI	\$203,692.43 Not to Exceed

Trustee Gorski commented on BR8212-B regarding changes to the report since the November 5, 2024 Committee of the Whole meeting. VP Olson stated that two items were added to BR8212-B. The first item is Nicor Gas, an expense to reroute a gas main for \$170,000 not to exceed, and the second is AT&T, an expense to reroute AT&T telephone poles and cables for \$203,692.43 not to exceed; these items are for the Downtown West project. The total cost for utility relocations is about \$664,000 with a total budget of \$725,000.

A motion was made by Trustee Gorski, seconded by Trustee Soltow, to approve Board Report 8212-B. The motion was approved by unanimous roll call vote.

4. BR 8213 – Fiscal Year 2024 Audit Annual Comprehensive Financial Report

The Board Report reads in part: It is recommended that the Rock Valley College Board of Trustees accepts the Fiscal Year 2024 Financial Audit prepared by the independent auditing firm of Sikich CPA, LLC:

Trustees' comments included:

- Trustee Gorski commented on BR8213 regarding updates to the report since the November 5, 2024, Committee of the Whole meeting, and the public having access to the

audit reports. VP Olson stated that they would be posted on the RVC website once approved by the Board of Trustees.

- Chair Trojan commended the Finance department regarding the Fiscal Year 2024 Financial Audit Report; he said it was a fine report and received outstanding recognition from the State.
- Trustee Cudia praised Rock Valley College's Financial Department for their efforts regarding the Fiscal Year 2024 Financial Audit Report.

A motion was made by Trustee Gorski, seconded by Student Trustee Mikos, to approve Board Report 8213. There was no discussion. The motion was approved by unanimous roll call vote.

5. BR 8214 – Personnel Report

The Board Report reads in part: It is recommended that the Board of Trustees approves the personnel actions listed on Board Report 8214.

A revised Personnel Report was walked in for the Board of Trustees consideration. The revisions included the removal of an appointment for the Dean of Math and Sciences, and adding the departure of Chemistry Professor, Frank Calvagna.

A motion was made by Trustee Gorski, seconded by Trustee Cudia, to approve Board Report 8214. There was no discussion. The motion was approved by unanimous roll call vote.

Chair Trojan mentioned to the audience that all the documents were thoroughly discussed at the November 5, 2024 Committee of the Whole meeting.

6. BR 8215 – Request for Special Unpaid Leave of Absence for Full-Time Employee

The Board Report reads in part: It is recommended that the Board of Trustees approves a special unpaid leave of absence for such employee for three additional months starting December 1, 2024 and ending February 28, 2025. It is also recommended that the requirement of Board Policy 3:30.120 that the employee shall be required to pay extended health insurance premiums be waived at this time.

A motion was made by Trustee Gorski, seconded by Trustee Cudia, to approve Board Report 8215. There was no discussion. The motion was approved by unanimous roll call vote.

Other Business

1. New Business

Dr. Spearman shared the Region 1 Planning Council is hosting their Annual Legislative Luncheon at Hoffman House on Wednesday, December 11, 2024 from 11:00 a.m. to 2:00 p.m. If you would like to attend, please contact Ann Kerwitz.

Rick Jenks, vice president of operations, and a Robbins Schwartz attorney are attending a meeting tonight to provide an overview of the Rock Valley College (RVC) Downtown West Planned Unit Development with the City of Rockford Zoning Board of Appeals (ZBA). The next approvals needed by the City of Rockford will be on November 25, with the Code and Regulations Committee, and then December 2, with the City Council. By the December 3, 2024 Committee of the Whole meeting, RVC administration will have an updated report for the Board of Trustees regarding the approvals process of the Downtown West project.

There will be two more community engagement sessions for the Downtown West project. RVC will have a community engagement session with the Westgate Coalition in January. The groundbreaking ceremony will be announced at a later time.

Trustees' comments included:

- Chair Trojan inquired about possible risks or expectancies. President Spearman stated that Rock Valley College has been transparent and the City of Rockford has been a great partner throughout the project; however, risks are probable due to multiple steps; he has confidence the project will move forward.
- Trustee Gorski stated that he spoke with an official of the ZBA regarding the Downtown West project and how they would like to move forward with the project. President Spearman expressed gratitude for Trustee Gorski's support.

2. Unfinished Business

There was no unfinished business.

Updates/Reports

1. President's Update

President Spearman serves on a national commission for the American Association of Community Colleges. On November 12-13, he attended the Fall Meeting on Structured Pathways in Arlington, VA. He presented on Rock Valley College's Non-Credit CNC and 2+2 agreements with NIU.

On November 15, he attended the Illinois Council of Community College Presidents, a statewide council through ICCB, meeting and luncheon. They discussed topics such as the Business Enterprise Program (BEP), Applied Science Baccalaureate degrees, and Common Course Numbering for Illinois Community Colleges.

He serves on the Adequacy and Equity Taskforce committee through ICCB with Trustee Cudia and Dr. Luevinus Muhammad, interim dean of students. The focus is on advancing adequacy-based funding for Community Colleges in Illinois.

Trustees' comments included:

- Trustee Trojan asked if there has been discussion or speculation regarding the potential budget impact with the State. President Spearman stated it could be a flat rate or a 2% decline. Chair Trojan asked if Rock Valley College's Financial department is looking ahead. President Spearman said more information would be presented at the State of the College.
- Trustee Nelson estimated that the budget impact could be more than a 2% increase based on the projection of politics.

2. Leadership Team Updates

- Dr. Keith Barnes, vice president of equity and inclusion, commemorated the month of November as Native American Heritage Month. He was a presenter at the 2024 Illinois Council of Community College Administrators conference in East Peoria, Illinois, giving recognition to colleagues for their attendance. Similarly, he will be a presenter at the National Association of Diversity Officers in Higher Education (NADOHE) annual conference in March of 2025.
- Dr. Patrick Peyer, vice president of student affairs, shared previous and current events on campus, including the annual TRiO Friendsgiving event, Eagles Nest Food Pantry Food Drive, and the Annual International Showcase. Dr. Peyer thanked Dr. Elaine Dussard and her team for their leading efforts. He announced that the fall athletic programs have wrapped up

their seasons and reported the teams' results. He congratulated all of RVC student-athletes and coaches for a wonderful season of athletics!

- Dr. Terrica Huntley, interim vice president of human resources, acknowledged the Human Resources Business Partners, Kris Fuchs and Linda Mora, for their efforts in creating supplemental support resources for supervisors. She mentioned that the Open Enrollment period for benefits-eligible employees is available until November 24 for employees and dependents. She also announced that the Employee Recognition Committee will host a Winter Employee Celebration on December 11 from 2:00 p.m. to 4:00 p.m. in the Stenstrom Student Center Atrium.
- Heather Snider, vice president of institutional effectiveness and communications, provided an enrollment update. She planned and hosted the 2024 Illinois Association of Institutional Research Forum, as the 2024 Forum Chair alongside the Institutional Research team, where they represented RVC as leaders in the state. She recognized Sonnie Glusman, executive assistant; Rich Gocken, director of institutional research; and William Siaw, research analyst.
- Dr. Amanda Smith, vice president of academic affairs, shared the efforts launched between RVC's Early Childhood Education and Student Life in collaboration with Alignment Rockford and RPS 205; on November 19, they held a Lunch and Learn at RVC's Main Campus. Students are welcome to support our community by volunteering to read to children. In addition, Dr. Smith celebrated the award-winning Professor Paulette Gilbert, who received two community awards: the Greater Rockford Chamber of Commerce's Community Hero Award, at their Pow(H)er Women in Business Luncheon, and she and her husband, Skip Gilbert, received the Community Service Award at the NAACP's 79th Annual Freedom Fund Banquet. Dr. Smith said RVC is proud to work with a strong community advocate and social justice champion.

3. ICCTA Report

Trustee Nelson provided the ICCTA Report for the conference held November 15-16, which included discussions on many topics regarding how board members can better serve and support their institutions. These topics included student success, DEI, and the Open Meetings Act.

4. Trustee Comments

- Trustee Gorski reminded online viewers that the Regular Board Meetings go rapidly because items have already been discussed at the Committee of the Whole (CotW) meetings. He encouraged people interested in Board business to attend CotW meetings. He followed up on President Spearman's report regarding standardization of course codes.
- Trustee Cudia attended several college events recently and such events make her feel more connected to her role as a trustee and the college's mission. Those events included the Foundation Scholarship Donor Luncheon, Veteran's Day Celebration, and HCCTP Graduation Ceremony.
- Trustee Simpson attended the Foundation Scholarship Luncheon and enjoyed hearing the wonderful student and donor stories.
- Trustee Soltow paid tribute to former Belvidere Mayor Mike Chamberlain, who passed away recently at the age of 73. Not only was Mayor Chamberlain a lifelong community advocate and a strong supporter of RVC and the ATC, but he was also a mentor to Soltow. She concluded her comments by wishing everyone a wonderful holiday with their families.
- Trustee Nelson echoed Trustee Soltow's comments regarding Mayor Chamberlain and congratulated her for her efforts in running for State Senate.
- Trustee Kennedy had no comments.
- Trustee Trojan also commented on Mayor Chamberlain's role in the ATC. Trustee Trojan shared his delight in seeing RVC's 60th-anniversary TV ad. He was impressed by Marketing's

thoughtful and intentional placement in a high viewership program. Trustee Trojan asked about the RPS 205 career center and their career offerings. He reported that three current board members will run for reelection, and two new community members will also seek seats. There are three open seats on the April ballot.

5. Student Trustee Report

Student Trustee Nico Mikos reported on several events, including TRiO Friendsgiving, RVC's Fall Jazz Concert, the International Student Showcase, Fall Frenzy Week, and upcoming basketball games.

6. RVC Foundation Liaison Report

Trustee Trojan's Foundation Report focused on the successful Annual Foundation Scholarship Donor Luncheon. The event had such a great turnout of scholars and donors that the Foundation will seek a larger venue next year. He thanked Foundation Board member Bridget Coleman for her generous sponsorship of the event.

7. Freedom of Information Act (FOIA) Report

The FOIA Report was accepted as presented.

Adjourn to Closed Session

There was no closed session.

Next Meeting

The next Committee of the Whole meeting will be held on Tuesday, December 3, 2024, at 5:15 p.m. The meeting will be held in the Performing Arts room (PAR, Room 0214) in the Educational Resource Center (ERC) on the main campus.

The next Regular Board meeting will be held on Tuesday, December 17, 2024, at 5:15 p.m. The meeting will be held in the Performing Arts room (PAR, Room 0214) in the Educational Resource Center (ERC) on the main campus.

The Board of Trustees Retreat will be held on Saturday, January 25, 2024, at 8:00 a.m. The meeting will be held in the Woodward Technology Center (WTC) in Room 1308, on the main campus.

Adjournment

At 6:25 p.m., a motion was made by Trustee Nelson, seconded by Trustee Cudia, to adjourn the meeting. The motion was approved by unanimous roll call vote.

Submitted by Araceli Olvera


Richard Kennedy, Secretary


Robert Trojan, Board Chair