

**Rock Valley College Board of Trustees
Community College District No. 511
3301 N. Mulford Rd, Rockford, IL 61114**

**REGULAR BOARD MEETING
January 28, 2025. 5:15 p.m.
Educational Resource Center, Performing Arts Room, Room 0214**

Livestreaming Link: https://www.youtube.com/channel/UCwa3Fs614pWAR_4iDZPTNZA

(The link opens to the YouTube page; access the Board meeting by clicking on the “Live” video icon with the date shown above)

AGENDA

A. Call to Order

B. Roll Call

C. Board Member Attendance by Means Other than Physical Presence

D. Communications and Petitions (Public Comment)

E. Recognition of Visitors

F. Adjourn to Closed Session to discuss that Litigation has been filed, is pending, or probable per Section 2 (c) (11), in accordance with the Illinois Open Meetings act.

G. Reconvene Open Session

H. Action as a Result of Closed Session: Confidential Settlement Agreement and Release #RVC-2025-001

I. General Presentations

J. Approval of Minutes

1. December 3, 2024 Committee of the Whole Meeting
2. December 17, 2024 Regular Board Meeting

K. Action Items

1. Approve Claims sheet (December Check Register) – (BR8225)
2. Approve Purchase Report A
 - a. Purchase Report – A – FY2025 Purchases (BR8226-A)
3. Approve Communication Services Audit (BR8227)
4. Approve 2026-2027 Academic Calendar (BR8228)
5. Approve 2026-2027 Operations Calendar (BR8229)
6. Approve Personnel Report (BR8230)
7. Approve Closed Session Minutes through December 2024 (BR8231)

L. Other Business

1. New Business
2. Unfinished Business

M. Updates/Reports

1. President’s Update
2. Leadership Team Update
3. ICCTA Report
4. Trustees Comments
5. Student Trustee Report
6. RVC Foundation Liaison Report
7. Freedom of Information Act (FOIA) Report

N. Adjourn to Closed Session to discuss 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), in accordance with the Illinois Open Meetings Act.

O. Reconvene Open Session

P. Date of Next Committee of the Whole Meeting: February 11, 2025, 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Educational Resources Center (ERC) on the main campus.

Q. Date of Next Regular Board Meeting: February 25, 2025, 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Educational Resources Center (ERC) on the main campus.

R. Adjourn

Robert Trojan, Board Chair

Rock Valley College
Community College District No. 511
3301 N. Mulford Road, Rockford, IL 61114
BOARD OF TRUSTEES COMMITTEE OF THE WHOLE MEETING
5:15 p.m. Tuesday, December 3, 2024
MINUTES

Call to Order

The Rock Valley College (RVC) Board of Trustees Committee of the Whole meeting was convened on Tuesday, December 3, 2024, in the Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC). The meeting was called to order at 5:15 p.m. by Chairperson Robert Trojan.

Roll Call

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

Mr. Robert Trojan	Mr. John Nelson
Ms. Gloria Cardenas Cudia	Mr. Paul Gorski
Mr. Richard Kennedy	Mr. Nico Mikos, Student Trustee

The following Trustees were absent at roll call: Ms. Crystal Soltow and Ms. Kristen Simpson.

Also present: Dr. Howard J. Spearman, President; Dr. Keith Barnes, Vice President of Equity and Inclusion; Dr. Patrick Peyer, Vice President of Student Affairs; Dr. Terrica Huntley, Interim Vice President of Human Resources; Ms. Heather Snider, Vice President of Institutional Effectiveness and Communications; Dr. Hansen Stewart, Vice President of Career and Technical Education and Workforce Development; Mr. Rick Jenks, Vice President of Operations; Dr. Amanda Smith, Vice President of Academic Affairs; Ms. Ellen Olson, Vice President of Finance; Ms. Betsy Saucedo, Human Resources Generalist; Ms. Tracy Luethje, Executive Assistant to the Vice President of Operations, Attorney Joseph Perkoski, Robbins Schwartz.

Board Member Attendance by Means Other Than Physical Presence

Trustee Nelson made a motion, seconded by Student Trustee Mikos, to allow Trustees Crystal Soltow and Kristen Simpson to participate in the meeting via teleconference. A unanimous roll call vote approved the motion. Trustees Soltow and Simpson entered the meeting via telephone at 5:17 p.m.

Communications and Petitions

There were no public comments, communications, or petitions to be recognized.

Recognition of Visitors

There were no visitors to be recognized.

Review of Minutes

There were no comments on the minutes from the November 5, 2024, Board of Trustees Committee of the Whole meeting. Trustee Nelson requested that changes or suggestions be submitted to the Board minutes. Trustee Trojan requested that he make his changes and send them to Ms. Ann Kerwitz, Assistant to the President. Dr. Spearman stated that a red-line version will be taken to the December 17, 2024, Board meeting.

General Presentations

1. Downtown West Final Design

Mr. Rick Jenks, vice president of operations, introduced Mr. Dominick Demonica, RVC's Downtown West Project Architect from DKA Architects. Mr. Demonica discussed the timeline and provided an overview of what events or projects have occurred. Mr. Demonica went through the final design and the budget summary. Trustee

Nelson said he would like the bid proposals before the Board packets are distributed. Dr. Spearman stated that would not be a problem.

2. Downtown West Communications and Marketing Strategy

Ms. Jennifer Thompson, executive director of college communications, presented the Downtown West Communications and Marketing Strategy. Ms. Thompson explained the campaign goals of enhancing the community awareness of the Downtown West project, creating champions or ambassadors to help open doors and share RVC’s story, promoting academic programs that will reside in the Downtown West Campus, and continuously evaluate the effectiveness of RVC’s activities using multiple measures and adapt the strategy if necessary. Discussion ensued.

Teaching, Learning & Communications Discussion: Board Liaison Trustee Simpson

1. Fiscal Year 2025 Enrollment Update

Ms. Heather Snider, vice president of institutional effectiveness and communications, presented the FY2025 Enrollment Update. Ms. Snider stated that the numbers have changed slightly from the report in the packet and that RVC is at 85% of the budget and 80% to the stretch goal for Spring 2025.

**2. *Informational Only*
Strategic Plan Quarterly Update**

The Strategic Plan Quarterly Update focused on RVCs’ Strategic Pillar IV: Diversity, Equity, and Inclusion (DEI). Pillar IV is to create and sustain a diverse, equitable, and inclusive campus that improves campus culture and accessibility, promotes accountability for the campus DEI effort, and increases the cultural competence of all employees, learners, and other stakeholder groups.

***Informational Only*
Strategic Plan Update: Adult Learner Strategic Enrollment Plan**

Dr. Patrick Peyer, vice president of student affairs, provided the Strategic Plan Update on the Adult Learner Strategic Enrollment Plan. The Adult Learner Strategic Enrollment Plan provides a narrow set of critical impact goals and a framework for rapid implementation targets. The Adult Learner Strategic Enrollment Plan aims to target enrollment growth through strategic strategies and tactics to increase enrollment, persistence, and completion of students aged 24 or older. The demographic projections for the service area suggest that the K-12 student population will decline by approximately 5% in the next decade, limiting the enrollment growth possible from this population.

Trustee Trojan and Trustee Nelson requested a measurement with numbers for enrollment and goals in the next report on the Adult Learner Strategic Enrollments Plan instead of just general information. Dr. Spearman stated that March or April 2025 would be the earliest the information would be received.

Finance Discussion: Board Liaison Trustee Gorski

1. Purchase Reports

Ms. Ellen Olson, vice president of finance, presented the purchase reports.

Purchase Report A – FY2025 Amendments

A. Software – (IT Administration – Maintenance Services Software Support)

1.	Carahsoft Technology Corporation	Reston, VA	\$ 46,000.00*(1)
			Not to Exceed

B. Maintenance Software Fees – (Education Fund – IT Administration, Maintenance Services Software Support)

2.	Ellucian	Malvern, PA	\$ 270,000.00*(2)
			Not to Exceed

C. Car Rental Services – (Participant Travel – Athletics)

3.	Enterprise Rent-A-Car	Rockford, IL	\$ 15,000.00*(3)
			Not to Exceed

D. Proctoring Software – (Online Learning – Administrative Software)

4.	Honorlock, Inc.	Boca Raton, FL	\$ 9,000.00*(4)
			Not to Exceed

E. Software – (IT Administration – Maintenance Services Software Support)

5.	Hyland LLC	Lenexa, KS	\$ 7,000.00*(5)
			Not to Exceed

Purchase Report B – FY2025 Purchases

A. HVAC Equipment – (Capital – Downtown West Site Improvements)

1.	Miller Engineering Co.	Rockford, IL	\$4,185,280.00*(1)
	Mechanical, Inc., DBA Helm Mechanical	Freeport, IL	\$4,268,000.00

B. Electrical Equipment – (Capital – Downtown West Site Improvements)

2.	Helm Electric	Sterling, IL	\$ 390,703.50*(2)
	Morse Electric, Inc.	Freeport, IL	\$ 421,069.00
	Jamerson and Bauwens Electrical	Northbrook, IL	\$ 420,200.00
	Kelso-Burnett	Rolling Meadows, IL	\$ 429,000.00

C. Sitework Construction – (Capital – Downtown West Site Improvements)

3.	TBD	TBD	\$ TBD*(3)
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D. Structural Construction – (Capital – Downtown West Site Improvements)

4.	TBD	TBD	\$ TBD*(4)
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Purchase Report A: Discussion ensued on Items A, B, C, and D. Trustee Nelson will send Ms. Olson the local names of vehicle rental establishments.

Purchase Report B: Trustee Gorski inquired if Items A and B had any submissions that did not meet qualifications. Mr. Rick Jenks, vice president of operations, stated that he would verify, but he believes that the companies that submitted the bids were all that applied.

Items C and D: Trustee Gorski asked how much of the bid packet on the site work was grouped. Is it normal to group services or products together? Mr. Jenks stated there were lengthy conversations on the bid packets and that he would confer with Ringland Johnson and provide Trustee Gorski with a response. Trustee Nelson has requested that Trustees receive the Bid 24-26-D04 results before the meetings so that Trustees have time to review the results.

Trustee Soltow rejoined the meeting at 6:12 p.m. after being inadvertently cut off at 6:11 p.m.

2. Cash and Investment Report

Ms. Olson presented the Cash and Investment Report through November 22, 2024. Total operating cash is \$36,831,772. Total operating cash and investments are \$87,895,458. Total capital funds are \$34,660,219. Since October 31, 2024, the change in capital funds has been (\$1,778,913). The operating cash and investments change since October 31, 2024, is \$986,032. Ms. Olson stated that the total operating cash and investment funds were 86.41% of the FY2025 operating budget. Ms. Olson stated an updated Cash and Investment Report would be presented at the December 17, 2024, Regular Board of Trustees Meeting.

3. Resolution Abating a Portion of the Working Cash Fund of the District for Reimbursement for Classroom Building II (CLII) and the Health Sciences Center (HSC) Capital Projects

Ms. Olson stated that on April 23, 2024, Board Report (BR) 8148 was approved to open a trust account for renovating the Capital Development Board (CDB) project 810-080-017. On July 23, 2024, BR8169, Resolution of Intent to Reimburse Certain Expenditures, including CLII and HSC Project Expenditures, with Proceeds of Debt Obligation, was approved up to \$14,700,000. The resolution intended to anticipate the future bond obligation to permit RVC to reimburse itself for a portion of the capital expenditures associated with those projects. On August 23, 2024, \$18,000,000 was transferred to the CDB trust account for the CLII project, and on November 18, 2024, RVC closed the Working Cash Bonds, Series 2024 sale. Those bonds were issued to alter, remodel, and equip District facilities, including CLII and the HSC. Ms. Olson stated that this resolution is intended to abate a portion of the Working Cash Fund and reimburse the Education Fund \$12,415,582.00, a portion of the transfer to the CDB Trust Account.

4. Transfer of Student Purpose Account to an Endowment Fund with Rock Valley College Foundation

Ms. Olson explained that before 2000, RVC established a checking account, commonly known as the “Brewster Account.” The purpose of the account was to offer students a short-term emergency loan due to an unforeseen situation that would hinder the student’s ability to attend and succeed at Rock Valley College. The loan would be paid back from a student’s financial aid package. RVC Foundation has become very active in receiving referrals from Student Services for students with emergency needs that may impede their success at RVC. After discussions between the Administration and the Foundation, it was determined that providing a single source and process for emergency student needs would be in the best interest of the students, the College, and the Foundation. The account has a balance of \$81,473.93 and would be held at Illinois Bank and Trust in an Endowment Fund for student emergency funding. Discussion ensued. Trustee Nelson requested a report in six months or an update on how the account works.

5. Fiscal Year (FY) 2025 Estimated Revenues by Source for Community College District No. 511, Winnebago, Boone, DeKalb, McHenry, Stephenson, and Ogle Counties, Illinois (Rock Valley College)

Every year, the Chief Financial Officer (CFO) for RVC is required to certify the upcoming year’s estimated revenues by their source. Ms. Olson stated that \$37,126,903 is from real estate taxes, \$30,013,258 is from credit hours, grants, vocational education, rehabilitation, SURS on behalf of, \$9,565,123 is from the federal government, \$21,969,266 from student tuition and fees, and \$15,268,122 is from other fees and investments income.

6. Levy Year 2024 Estimated Taxes Required and Certificate of Compliance for Truth-In-taxation Hearing

Ms. Olson explained that on October 22, 2024, the Board approved the estimated taxes required for the upcoming levy year. The total property taxes represent an increase in the amount of taxes extended and/or abated for the upcoming levy year by 12.14%; therefore, a Truth-In-Taxation Hearing in accordance with the Truth-In-Taxation Law. A Truth-In-Taxation Hearing is being held on December 17, 2024, at 5:15 p.m. A notice was published within 14 days of the Truth-In-Taxation Hearing. Ms. Olson stated that there was a correction to the Certificate correcting the year from 2023 to 2024. Discussion ensued.

7. Fiscal Year (FY) 2026 Capital Project Requests

Mr. Jenks presented the FY2026 Capital Project Requests. Mr. Jenks reminded the Trustees that the Capital Project Request is a request to transfer funds to the Capital Fund (Fund 03). Mr. Jenks discussed the Capital and Protection, Health, and Safety Fund projects, which he rated in the order of importance regarding RVC’s fleet vehicles, buildings, parking lots, roadways, walkways, grounds, and other capital requests for \$8,950,000. Discussion ensued.

8. Fiscal Year (FY) 2025 Fund Transfer Request

Ms. Olson stated that the operating fund balance goal is establishing and maintaining an operating fund (education fund and operations and maintenance fund) balance of thirty-five to fifty percent of the following year's budgeted expenses. The College's FY2024 revenues exceeded expenses by \$15,797,713, bringing the operating funds balance (Funds 01 and 02) to \$41,241,242. Ms. Olson is requesting to transfer funds from the operating funds for various strategic initiatives. The total request of \$15,000,000 will maintain a balance of 48.8% of the operations fund. Discussion ensued.

Operations Discussion: Board Liaison Trustee Kennedy

1. Personnel Report

Mr. Jenks presented the December 2024 personnel report, which contained five placeholders. Yu Kay Law has accepted the Dean of Mathematics and Sciences position effective January 6, 2025. There are no departures. Discussion ensued.

2. Classroom II (CLII) Update

Mr. Jenks stated that the CLII project is moving forward. Mr. Jenks met with the architecture firm Bailey Edward Architecture from Chicago and examined the CLII building. The Capital Development Board (CDB) had chosen Bailey Architecture to work on the CLII CDB project. Discussion ensued.

3. Change Order Update

Mr. Jenks stated there were three change orders. Change order one was for the Downtown West Campus abatement of \$3,165 due to an additional wall needing abatement. Change order two was for the construction manager at risk for the Downtown West Campus in the amount of \$20,100 for cameras on the job site that will begin February 1, 2025. Change order three was for the demolition of the Downtown West Campus for \$13,745.93 because a cistern was discovered and removed. Discussion ensued.

4. Rock Valley College Events Calendar

Mr. Jenks presented the RVC on-campus events calendar for December 2024 and January and February 2025. Mr. Jenks highlighted the Nursing Pinning Ceremony, the High School Graphics Art Design Award Ceremony, and the Workforce Equity Initiative (WEI) Commencement Ceremony.

New Business/Unfinished Business

1. New Business:

- Attorney Joseph Perkoski discussed the rate increase that Robbins Schwartz will put into effect effective January 1, 2024. Attorney Perkoski explained the process of implementing rate increases for their clients and stated that Robbins Schwartz had held their current rates for the last two years. Attorney Perkoski stated that the rate increase will increase by \$20 per hour. Discussion ensued.

2. Unfinished Business:

- There was no unfinished business.

Adjourn to Closed Session

At 7:12 p.m., a motion was made by Trustee Kennedy, seconded by Student Trustee Mikos, to adjourn to closed session to discuss: 1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting per Section 2 (c) (1), and/or 2) Collective negotiating matters per Section 2 (c) (2), all in accordance with the Illinois Open Meetings Act. The motion was approved by unanimous roll call vote.

Reconvene Open Session

At 7:45 p.m., a motion was made by Trustee Nelson, seconded by Student Trustee Mikos, to adjourn the closed session and reconvene to the open session. The motion was approved by a unanimous roll call vote. No action was taken as a result of the closed session.

Next Regular Board of Trustees Meeting

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

Next Committee of the Whole Meeting

The next Committee of the Whole Meeting will be held on January 14, 2025, at 5:15 p.m., in the Performing Arts Room (PAR, Room 0214) of the Educational Resource Center (ERC) on the main campus.

Board of Trustees Retreat

The Board of Trustees Retreat will be held on January 25, 2025, at 8:00 a.m. in the Woodward Technology Center (WTC), Room 1308, on the main campus.

Adjourn

At 7:48 p.m., a motion was made by Trustee Nelson, seconded by Student Trustee Mikos, to adjourn the meeting. The motion was approved by a unanimous roll call vote.

Submitted by: Tracy L. Luethje

Richard Kennedy, Secretary

Robert Trojan, Chairperson

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

**ROCK VALLEY COLLEGE BOARD OF TRUSTEES REGULAR MEETING
December 17, 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.

Board Chair Trojan announced that there will be two closed sessions for the December 17 Regular Board meeting. The first closed session will be after the Truth-In-Taxation Hearing, and the second closed session will be at the end of the meeting.

Roll Call

Mr. Robert Trojan

Ms. Gloria Cardenas Cudia

Ms. Kristen Simpson

Mr. John Nelson

Mr. Richard Kennedy

Mr. Paul Gorski

Ms. Crystal Soltow joined at 5:16 p.m.

Mr. Nico Mikos, Student Trustee joined at 5:16 p.m.

Board Secretary Kennedy announced there was a physical quorum, and the meeting continued.

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. Araceli Olvera, Interim Executive Assistant; Ms. Tracy Luethje, Executive Assistant to the Vice President of Operations; Attorney Matthew 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.

Board Chair Trojan announced that the meeting would recess to the Truth-In-Taxation Hearing.

TRUTH-IN-TAXATION HEARING

The Truth-In-Taxation Hearing for Rock Valley College was called to order by Board Chair Robert Trojan at 5:17 p.m. on Tuesday, December 17, 2024.

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

Mr. Robert Trojan

Ms. Gloria Cardenas Cudia

Ms. Kristen Simpson

Mr. John Nelson

Mr. Richard Kennedy

Mr. Paul Gorski

Ms. Crystal Soltow

Mr. 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. Araceli Olvera, Interim Executive Assistant; Ms. Tracy Luethje, Executive Assistant to the Vice President of Operations; Attorney Matthew Gardner, Robbins Schwartz.

Vice President/Chief Financial Officer Mrs. Ellen Olson explained that the tax levy is one of the three primary sources of funding for Rock Valley College; the other two are Student Tuition and Fees, and the State of Illinois. For Fiscal Year 2025, Rock Valley College is tied for the eighth lowest tuition rate in the State of Illinois at \$125.00 per credit hour, whereby statute the tuition could be as high as \$204 per credit hour based on the Certification of Per-Capital Cost for Fiscal Year 2024.

Olson confirmed that the tax levy has not changed since reviewed at the October 22, 2024 Regular Board meeting, and the Notice required by state statute was published on Wednesday, December 4, 2024 and Thursday, December 5, 2024 with Rock Valley Publishing. The Notice was also available on Public Notice Illinois website. In addition, it has been posted on the doors of Building E and the Support Services Building on the main campus and posted on the College's website for 30 days.

Olson also confirmed the following: 1) The levy request is based on an assumed 10.22% percent increase in Equalized Assessed Value (EAV); 2) The Educational and Operations and Maintenance levy is maintaining the same levy rate as in previous years. The College is asking for a levy of \$19,949,394 for Education and \$3,469,460 for Operations and Maintenance; 3) The tax levy request under Tort is \$1,510,000 for Insurance and Tort/Risk Management, \$490,000 for Social Security; 4) The tax levy request is \$60,000 for the Audit Fund, and \$1,500,000 for Protection, Health and Safety; 5) The total proposed and special purpose property taxes levied for 2024 is \$26,978,854, an increase of \$2,920,239; 6) The Bond and Interest levy request of \$12,140,300 is for the bond and interest payment schedule that has been previously submitted to the District's six counties; This does not include the 2024 Working Cash Bonds that closed November 18, 2024; this is expected to have an increase of .03; 8) The overall tax rate is projected to decrease by .0081 from .4592 to .4510. The total levy amount is \$39,119,154, an increase of \$3,078,678 from levy 2023 or an increase of 8.54%.

Board Chair Trojan noted that anyone who would like to speak at the public hearing and present testimony to the taxing district was to notify Vice President Olson before December 17, 2024. Mrs. Olson confirmed that the College did not receive any comments from the public.

A motion was made by Trustee Gorski, seconded by Trustee Cudia, to close the Truth-in-Taxation Hearing at 5:22 p.m. The motion was approved by unanimous roll call vote.

Reconvene Regular Meeting

Board Chair Robert Trojan announced that the Truth-In-Taxation Hearing was closed and the regular meeting would be reconvened.

Closed Session

At 5:22 p.m., a motion was made by Trustee Kennedy, seconded by Trustee Simpson, to adjourn to closed session to discuss Litigation has been filed, is pending, or probable per Section 2 (c) (11), in accordance with the Illinois Open Meetings Act.

The motion was approved by unanimous roll call vote.

Reconvene Open Session

At 6:01 p.m., a motion was made by Student Trustee Mikos, seconded by Trustee Nelson, to adjourn the closed session and return to open session. The motion was approved by unanimous roll call vote. No action was taken as a result of closed session.

General Presentation

There were no general presentations.

Approval of Minutes

A motion was made by Student Trustee Mikos, seconded by Trustee Cudia, to approve the minutes of the November 5, 2024, Committee of the Whole meeting and the November 19, 2024, Regular Board meeting. There was no discussion. The motion was approved by unanimous roll call vote.

Action Items

1. BR 8216 – Claims Sheet – November 2024

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, 2024, to November 31, 2024. The total is \$2,559,164.18.

A motion was made by Student Trustee Mikos, seconded by Trustee Cudia, to approve Board Report 8216. There was no discussion. The motion was approved by unanimous roll call vote.

2. BR 8217-A – Purchase Report A – FY2025 Amendments

The Board Report reads in part: It is recommended that the Board of Trustees approves the marked items for purchase on Board Report 8217 – A, Purchase Report – A – FY2025 Amendments.

A. Carahsoft Technology Corp	Reston, VA	\$46,000.00	Not to Exceed
B. Ellucian	Malvern, PA	\$270,000.00	Not to Exceed
C. Enterprise Rent-A-Car	Rockford, IL	\$15,000.00	Not to Exceed
D. Honorlock, Inc	Boca Raton, FL	\$9,000.00	Not to Exceed
E. Hyland LLC	Lenexa, KS	\$7,000.00	Not to Exceed

Trustee Gorski asked if changes had been made to Board Report 8217-A, Purchase Report A, since the December 3 Committee of the Whole meeting. VP Olson confirmed there were no changes.

A motion was made by Student Trustee Mikos, seconded by Trustee Soltow, to approve Board Report 8217-A. There was no discussion. The motion was approved by unanimous roll call vote.

3. BR 8217-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. Miller Engineering Co.	Rockford, IL	\$4,185,280.00
B. Helm Electric	Sterling, IL	\$390,703.50
C. Northern Illinois Service Company	Rockford, IL	\$3,998,632.00
D. Ruiz Construction Systems	Rockford, IL	\$7,602,100.00

A motion was made by Trustee Gorski, seconded by Trustee Nelson, to separate Item D, Ruiz Construction Systems, Structural Construction Capital for the Downtown West Site Improvement from Purchase Report B – FY25 Purchases, Board Report 8217-B. There was no discussion. The motion was approved by unanimous roll call vote.

A motion was made by Trustee Gorski, seconded by Trustee Cudia, to approve Purchase Report B – FY2025 Purchases, Board Report 8217-B, as amended, removing Item D. There was no discussion. The motion was approved by unanimous roll call vote.

D. Ruiz Construction Systems	Rockford, IL	\$7,602,100.00
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A motion was made by Trustee Trojan, seconded by Trustee Nelson, to approve Item D, Ruiz Construction Systems, for the Structural Construction for the Downtown West Site Improvements.

Trustee Nelson commented that the College should strive to receive more than one bid; nonetheless he supports the motion. It is his understanding that Ruiz Construction Systems does outstanding work.

Trustee Gorski commented that he would support Ruiz Construction Systems, but based on information, there is a conflict of interest, and so he will abstain from voting on this item.

Trustees Trojan, Cudia, Nelson, Soltow, Simpson, and Kennedy voted yes. Student Trustee Mikos voted yes (student advisory). Trustee Gorski abstained. The motion was approved by majority roll call vote.

4. BR 8218 – Resolution Abating a Portion of the Working Cash Fund

The Board Report reads in part: It is recommended that the Board of Trustees approves the resolution to abate a portion of the Working Cash Fund and reimburse the Education Fund for \$12,415,582 for a portion of the capital expenditures associated with the altering, remodeling, and equipping Classroom II (CLII) and the Health Sciences Center (HSC).

A motion was made by Student Trustee Mikos, seconded by Trustee Soltow, to approve Board Report 8218. 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 December 3, 2024 Committee of the Whole meeting.

5. BR 8219 – Transfer of Student Purpose Account to an Endowment Fund with Rock Valley College Foundation

The Board Report reads in part: It is recommended that the Board of Trustees authorizes Rock Valley College to transfer the outstanding balance of the Brewster Account, \$81,473, held at Illinois Bank & Trust to the Rock Valley College Foundation for the purpose of establishing an Endowment Fund for Student Emergency Funding.

A motion was made by Trustee Cudia, seconded by Student Trustee Mikos, to approve Board Report 8219. There was no discussion. The motion was approved by unanimous roll call vote.

6. BR 8220 - BR 8220 – Fiscal Year (FY) 2025 Estimated Revenues by Source for Community College District No. 511 Winnebago, Boone, DeKalb, McHenry, Stephenson, and Ogle Counties, Illinois (Rock Valley College)

The Board Report reads in part: It is recommended that the Board of Trustees approves the Summary of FY2025 Estimated Revenues by Source for Rock Valley College and requests that Ellen K. Olson, the Treasurer for Rock Valley College, signs the attached report.

A motion was made by Student Trustee Mikos, seconded by Trustee Cudia, to approve Board Report 8220. There was no discussion. The motion was approved by unanimous roll call vote.

7. BR8221 – Levy Year 2024 Estimated Taxes Required and Certificate of Compliance for Truth-In-Taxation Hearing

The Board Report reads in part: It is recommended that the Board of Trustees approves the following estimates for the amount of taxes necessary to be raised by taxation for the year 2024 as follows:

Educational Purposes – Fund 01	\$19,949,394.00
Operations and Maintenance Purposes – 02 (\$.0400)	\$3,469,460.00
Protection, Health, Life, or Safety – Fund 03 (\$.0173)	\$1,500,000.00
Financial Audit Purposes – Fund 11	\$60,000.00
Liability Protection Settlement fund – Fund 12	
Liability Insurance/Tort & Risk Management	\$1,510,000.00
Social Security and Mechanical Insurance	\$490,000.00
Total Tax Levy	\$26,978,854.00

A motion was made by Trustee Kennedy, seconded by Student Trustee Mikos, to approve Board Report 8221. There was no discussion. The motion was approved by unanimous roll call vote.

8. BR8222 – Fiscal Year 2026 Capital Project Requests

The Board Report reads in part: It is recommended that the 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 Student Trustee Mikos, seconded by Trustee Soltow, to approve Board Report 8222. There was no discussion. The motion was approved by unanimous roll call vote.

9. BR8223 – Fiscal Year 2025 Fund Transfer Request

The Board Report reads in part: It is recommended that the Board of Trustees approves the College administration to allocate \$15,000,000 from operating funds for the strategic initiatives.

A motion was made by Student Trustee Mikos, seconded by Trustee Simpson, to approve Board Report 8223. There was no discussion. The motion was approved by unanimous roll call vote.

10. BR8224 – Personnel Report

The Board Report reads in part: It is recommended that the Board of Trustees approves the personnel items listed on Board Report 8224.

A motion was made by Student Trustee Mikos, seconded by Trustee Kennedy, to approve Board Report 8224. There was no discussion. The motion was approved by unanimous roll call vote.

Other Business

1. New Business

There was no new business.

2. Unfinished Business

At the December 3 Committee of the Whole (CotW) meeting, Trustee Nelson requested making changes/corrections to the November 5 CotW minutes. Chair Trojan asked Trustee Nelson if he submitted changes/corrections to the President's Office. Trustee Nelson withdrew his request of making changes or corrections to the November 5 CotW minutes.

Note: The finalized Cash and Investment Report for November 30, 2024 was attached in the packet.

Updates/Reports

1. President's Update

President Spearman reflected on Rock Valley College's (RVC) accomplishments in 2024:

- Launched our Downtown West project
- Received funds toward the renovation of CLII
- Received the Certificate of Achievement for Excellence in Financial Reporting
- Earned multiple DEI recognitions, such as becoming a Hispanic Serving Institution and receiving the Higher Education Excellence in Diversity Award from the Insight into Diversity Magazine
- Received the Strengthening Community Colleges Department of Labor grant focused on non-credit and credit articulation agreements
- Launched a collision repair program
- Implemented our CRM with non-credit and credit students

- In the midst of celebrating RVC's birthday with our 60th year celebration
- Had a successful HLC visit with no monitoring
- Launched student-led RVC Votes Initiative; RVC won a \$5,000 grant and a \$2,500 grant from Ask Every Student to support this project. He appreciated the students, faculty, and staff. Over 300 students registered to vote through RVC's custom portal. Almost 2,000 students and community members voted at our on-campus early voting location. And, RVC has been recognized by ALL IN: Campus Democracy Challenge as one of the 2024 ALL IN Most Engaged Campuses.
- Recognized RVC students and faculty for their efforts in the National Cyber League Fall 2024 Competition Season. RVC placed #12 nationally in the Cyber Power Rankings among 9,260 students from 550 colleges representing all 50 states in the National Cyber League Fall 2024 Season. And, concluded with wishing everyone a Merry Christmas, Happy Holidays, and Happy New Year to all!

2. Leadership Team Updates

- Ms. Heather Snider, vice president of institutional effectiveness and communications, gave an enrollment update. She congratulated George Winiarski, manager of creative services, on his upcoming retirement effective December 31, 2024, recognizing his service with the College. Lastly, she announced important dates for the Annual State of the College and Board Retreat.
- Dr. Amanda Smith, vice president of academic affairs, congratulated faculty who recently retired: Aviation Professor, Mark Adolphson; Chemistry Professor, Dr. Frank Calvagna; English Professor, Kerri Shaw; Economic Professors, Chuck Sicotte and Dr. Mike Youngblood. In addition, she announced that RVC has added two more faculty to our current 26 faculty on the tenure track. On January, 10, 2025, the college will host the annual Winter Faculty Development Day. Lastly, RVC Adult Education offers ICAPS (Integrated Career Academic Preparation System). This past fall, seven students successfully completed the ICAPS CNA program.
- Dr. Terrica Huntley, interim vice president of human resources, gave special acknowledgement to the HR benefits team for their efforts in assisting employees to register for health benefits. She also gave thanks to Justin Severson, professional development specialist, for coordinating the Supervisor 201 training.
- Dr. Patrick Peyer, vice president of student affairs, congratulated the athletics department, coaches, staff, and students for their highest-ever departmental term G.P.A. at 3.05. Dr. Peyer gave thanks to Betty Villalobos-Hallman, academic advisor, for her support in helping students stay on track. He shared that Free Application for Federal Student Aid (FAFSA) opened on December 1, 2024. Lastly, on January 9, 2024, the First Year Experience office will host a New Student Welcome event for Spring semester in the Student Atrium.
- Dr. Keith Barnes, vice president of equity and inclusion, shared the goal of the American Association of Colleges and Universities Truth and Racial Healing and Transformation (TRHT) Campus Centers, as well as announced that RVC was selected to host a TRHT Campus Center. Dr. Barnes gave special recognition to Tek Curry, DEI specialist, and the Race and Ethnicity Commission and Promoting an Inclusive Community (PAIC) for their efforts in RVC becoming a TRHT campus center. Lastly, he commemorated Kwanza, an annual celebration of African-American culture from December 26 to January 1, and gave special thanks to Dr. Luevinus Muhammad, interim dean of students, the Student life staff, the DEI staff, and the Black History and Culture Committee for their efforts in the Kwanza Celebration event held on December 17, 2024.

- Ellen Olson, vice president of finance, gave an update regarding the Employee Retention Credit (ERC) program, stating that the deadline for new claims was January 31, 2024. Under the Board's advisement, the College filed a 941-X form for calendar years Q1-2021 and Q2-2021 in January 2024. The IRS is processing quarter to quarter and still has a significant backlog.

3. ICCTA Report (Illinois Community College Trustees Association)

There was no ICCTA report.

4. Trustee Comments

- Trustee Gorski had no comments.
- Trustee Cudia mentioned articles that she had read regarding the hardships faced by other colleges and universities. She acknowledged the hard work of college personnel, praised the College's accomplishments, and stated she is proud to be a part of the team. She wished everyone happy holidays.
- Trustee Soltow shared her perspective on board improvements such as better communication, the board being heard, and the board's solidarity. With the end of the year approaching, she expressed gratitude and appreciation for serving as a board member and looked forward to continue representing RVC in 2025. She hoped that everyone enjoyed the holidays.
- Trustee Nelson extended a happy holiday to students, employees, the community, and taxpayers. He mentioned the recent events in Madison have cast a shadow on the winter celebrations and expressed a desire to learn more about RVC's preparedness in the event of an active shooter on campus.
- Trustee Simpson echoed Soltow and Nelson's comments, wishing everyone happy holidays. She looked forward to returning in 2025.
- Trustee Kennedy expressed his appreciation to Dr. Spearman and the college administration for their continued preparedness and articulate and thoughtful responses to the board. As a board member, he understands that their roles can bring stress to college leadership and personnel. He greatly appreciated everything employees do for the college and for the community.
- Trustee Trojan addressed the impending state budget shortfall, which is predicted to be approximately \$3 billion and could increase in the years ahead. Also, with the new federal administration, there will be further fiscal uncertainties at the federal level. He encouraged everyone to observe financially for the college. On a lighter note, he wished everyone happy holidays and thanked college employees for creating a well-rounded college with a growing national reputation.

5. Student Trustee Report

Student Trustee Nico Mikos' report included welcoming the new Student Activities Coordinator, Eunice Obeng-Adjekum, who started on December 9, 2024. He announced that the RVC Involvement and Community Fair will be held on January 21, 2025. All RVC clubs are preparing for Spring 2025 Welcome Week, which will be held January 21 – 24, 2025.

6. RVC Foundation Liaison Report

Trustee Trojan's reported that the Foundation is entering a \$2.5 million campaign for the Downtown West Campus. There will be naming rights for rooms and other parts of the campus with funds raised benefitting student scholarships. Lorraine Logan has been reinstated as a Foundation Board member.

7. Freedom of Information Act (FOIA) Report

The FOIA Report was accepted as presented.

Adjourn to Closed Session

At 6:46 p.m., a motion was made by Trustee Kennedy, seconded by Trustee Nelson, to adjourn to closed session to discuss the following: 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 7:20 p.m., a motion was made by Trustee Nelson, seconded by Student Trustee Mikos, to adjourn the closed session and return to open session. The motion was approved by unanimous roll call vote. No action was taken as a result of closed session.

Next Meeting

The next Committee of the Whole meeting will be held on Tuesday, January 14, 2025, 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, January 28, 2025, at 5:15 p.m. The meeting will be held in the Performing Arts room (PAR, Room 0214) in the Educational Resources Center (ERC) on the main campus.

The Board of Trustees Retreat will be held on Saturday, January 25, 2025, 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 7:22 p.m., a motion was made by Trustee Nelson, seconded by Student Trustee Mikos, to adjourn the meeting. The motion was approved by unanimous roll call vote.

Submitted by Araceli Olvera

Richard Kennedy, Secretary

Robert Trojan, Board Chair

Claims Sheet

Recommendation:

It is recommended that the Board of Trustees approves the claims sheets from the Ellucian check register for the period from December 1, 2024 to December 31, 2024.

The total is \$3,181,080.30.

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

Purchase Report-A - FY2025 Purchases

Recommendation: Board approval for items marked with an asterisk.

A. Professional Services – (Capital – Downtown West Site Improvements)

Miller Engineering Co.	Rockford, IL	\$700,150.00*(1)
Ruiz Construction Systems, Inc.	Rockford, IL	\$ 851,812.50
		Not to exceed

1. This expense is for the construction services, filtration, and equipment for the paint booth for the Collision Repair Program at the Downtown West Campus. The project includes a double paint prep booth, a double paint booth, a paint mixing room, and collaboration with the architect to filtrate the paint booths. Bid #24-22-D06 Downtown Campus Paint Equipment was brought to the Board on October 22, 2024, for the amount of \$396,194.00, but the bid was rejected for not adhering to the College’s Responsible Bidder Ordinance (RBO) (Board Policy 5:10.120) which requires vendors to be registered with the US Department of Labor Office Apprenticeship and Training. Bid #24-30-D06 Downtown Campus Paint Equipment was a rebid of Bid #24-22-D06 Downtown Campus Paint Equipment. The rebid ran for seven (7) weeks, and one hundred sixty-four (164) vendors were notified of the bid release. The College received two submittals opened on Friday, December 20, 2024. Miller Engineering adheres to the College’s RBO and is the lowest responsible bidder. This request includes a 10% contingency and is not to exceed.

FY2025 Capital Expense

B. System Installation – (Remodeling – Security System Upgrades)

Schneider Electric	Westmont, IL	\$441,015.00*(2)
		Not to exceed

2. This expense is for infrastructure upgrades to the security system of four buildings on the College’s main campus. The existing security system is becoming obsolete and needs to be upgraded. The systems at the Support Services Building (SSB), Spring Brook House (SBH), Building E (BDGE), and Bell School (BELL) will be the first to transition from the Continuum system to Genetec. All other Campus and off-campus RVC sites will still be on the Continuum system until later. Schneider Electric provided consulting services for the project as approved on BR-8168-B and will now provide the security equipment and installation that integrates with the existing system. This request includes a 10% contingency and is not to exceed.

This is exempt from Bid under the Illinois State Statute (110 ILCS 805/3-27.1)

Exemption A: Contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part.

Exemption L: Contracts for goods or services which are economically procurable from only one source.

FY2025 Capital Expense

Purchase Report-A - FY2025 Purchases

C. System Installation – (Remodeling – Security System Upgrades)

Ringland-Johnson, Inc.	Cherry Valley, IL	\$333,165.80*(3)
		Not to exceed

3. This expense is for a general contractor for infrastructure upgrades to the security system of four buildings on the College’s main campus. The existing security system is becoming obsolete and needs to be upgraded. The systems at the Support Services Building (SSB), Spring Brook House (SBH), Building E (BDGE), and Bell School (BELL) will be the first to transition from the Continuum system to Genetec. All other campus and off-campus RVC sites will still be on the Continuum system until a later date. Schneider Electric is providing the new security equipment and integration, and the general contractor will coordinate with Schneider Electric on the building renovations related to the project. Bid 24-20 Security Infrastructure Upgrades were posted for six (6) weeks, and eighty-three (83) vendors were notified of the opportunity. The College received one submittal. This request includes a 10% contingency and is not to exceed.

FY2025 Capital Expense

D. Building Improvements – (Remodeling – HSC Buildout & Elevator)

Stenstrom Construction Group	Rockford, IL	\$2,272,600.00*(4)
Ringland-Johnson, Inc.	Cherry Valley, IL	\$ 2,393,350.00
Rockford Structures Construction Co	Machesney Park, IL	\$ 2,416,700.00
L & L Builders, Inc.	Loves Park, IL	\$ 2,485,131.00
		Not to exceed

4. This expense is for the buildout of the third floor and a second elevator in the Health Sciences Center (HSC). Bid 24-23 HSC Buildout & 2nd Elevator received four submittals, and Stenstrom Construction Group was the lowest responsible bidder. The buildout of the unfinished area on the third floor of the HSC will create space for the Massage Therapy program’s lab and classroom, the Marketing Department’s offices and collaboration space, a staff breakroom, a student lounge, a mother’s room, a gender-neutral restroom, and a printer and copier room. Adding an elevator on the northeast corner of the building will improve accessibility. This contract includes an extended maintenance agreement, and it is a not to exceed.

FY2025 Capital Expense

Purchase Report-A - FY2025 Purchases

E. Wheel Loader – (Capital Service Equipment Replacement – Plant Operations and Maintenance)

McCann Industries Inc.	Addison, IL	\$139,900.00*(5)
Mid-State Equipment	Columbus, WI	\$ 148,000.00
Miller-Bradford & Risberg, Inc.	De Pere, WI	\$ 148,500.00
McCann Industries Inc.	Addison, IL	\$ 149,900.00
US Equipment Exchange.	Frankfort, IL	\$ 164,000.00
		Not to exceed

5. This expense is for a used 2020 Case 621G Wheel Loader for snow removal on the main campus. The College currently rents a 5, 6, or 7 series wheel loader for the snow removal months at a cost of \$18,000 per year. This 2020 wheel loader is a six-series estimated to last between 20 and 25 years. This used equipment has 948 hours of use, is considered low mileage, and includes a one-year, 1,000-hour premiere warranty.

*This is exempt from Bid under the Illinois State Statute (110 ILCS 805/3-27.1)
Exemption I: Purchases of equipment previously owned by some entity other than the district itself*

FY2025 Capital Expense

F. Task Chairs – Office Equipment/Furniture – Current Capital Needs)

Atmosphere Commercial Interiors	Rockford, IL	\$199,996.90*(6)
Interiors for Business	Batavia, IL	\$ 208,130.43
North American Import and Export Co	Madeira Beach, FL	\$ 231,897.59
Right Size Facility	Naperville, IL	Not within specifications
		Not to exceed

6. This expense is for two hundred forty-one (241) task chairs to replace aging office chairs in the Stenstrom Student Center (SSC) and the Support Services Building (SSB). Bid 24-28 Task Chairs for SSC & SSB sought to evaluate the College’s long-time standard of the Steelcase Think Chair, find a model that offered a body-diverse option for accommodations, and replace as many aging chairs as possible within budget. Throughout the bid process, twenty-five (25) models from eight (8) manufacturers were considered, and the Steelcase Leap and Leap Plus were determined to be the best fit for the College. Atmosphere Commercial Interiors was the lowest responsive bidder. This is a not to exceed.

FY2025 Capital Expense

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

Communication Services Audit

Background: SpyGlass Group, LLC audits communication and technology to identify billing errors, overcharges, redundancies, and inefficiencies. Rock Valley College would like to engage SpyGlass to review our voice, internet, data, cloud, and mobile vendors to identify recovery dollars and cost savings.

These audit services are exempt from Bid under the Illinois State Statute (110 ILCS 805/3-27.1) under exemption A: Contracts for the services of individuals possessing a high degree of professional skill where ability or fitness of the individual plays an important part. SpyGlass Group, LLC is also part of the Omnia Partners consortium, and they were awarded the consortium contract for telecommunication audit services.

SpyGlass only charges for the findings the College chooses to act upon after the audit. Spyglass would be paid from the college's savings from the audit findings. Fees are set forth as follows:

- 50% of any refund, credit, or compensation received by the College relating to past services or charges
- 12 times any monthly cost reduction received by the College relating to cancellation of any service
- 12 times any monthly cost reduction received by the College relating to the modification, consolidation, or negotiation of any service, contract, or account

Recommendation: It is recommended that the Board of Trustees approves SpyGlass Group, LLC to conduct a telecom expense audit for the College and authorizes the College to execute a contractual agreement.

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

Academic Calendar for 2026-2027

Background: Rock Valley College seeks approval for the 2026-2027 Academic Calendar.

The College is submitting a full calendar beginning with Summer Session 2026 and ending with Summer Interim 2027, allowing a fiscal and academic year alignment.

Recommendation: It is recommended that the Board of Trustees approves the 2026-2027 Academic Calendar.

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

ROCK VALLEY COLLEGE

ACADEMIC CALENDAR 2026-2027

2026 SUMMER SESSION

EIGHT-WEEK SESSION (30 days plus 2 final exam days)

FIRST FOUR-WEEK SESSION (15 days plus 1 final exam day)

SECOND FOUR-WEEK SESSION (14 days plus 2 final exam days)

June 15 (Monday) Classes Begin for First 4-week and 8-week Sessions of Session II
June 19 (Friday) No Classes/College Closed
July 3 (Friday) No Classes/College Closed
July 4 (Saturday) No Classes/College Closed
July 9 (Thursday) Final Exam Day for First 4-week classes of Session II
July 13 (Monday) Classes Begin for Second 4-week Session of Session II
July 30 (Thursday) End of Classes
August 5 & 6 (Wednesday, Thursday) Final Exams for Session II
August 9 (Sunday) Grades Due By 11:59pm Sunday Night

2026 FALL SEMESTER

August 15 (Saturday) Weekend Classes Begin
August 17 (Monday) Weekday Classes Begin
September 5, 6, 7 (Saturday, Sunday, Monday) No Weekend Classes/College Closed
September 8 (Tuesday) Faculty & Staff Development Day/No Classes/Offices Closed
November 25 (Wednesday) Fall Recess/No Classes/College Open
November 26, 27, 28, 29 (Thurs, Fri, Sat, Sun) No Classes/College Closed
December 4 (Friday) End of Weekday Classes
December 5 (Saturday) End of Weekend Classes
December 7 – 12 (Monday–Saturday) Final Exams for Weekday & Weekend Classes
December 13 (Sunday) Grades Due by 11:59pm Sunday Night
December 24 – January 1 (Thursday - Friday) No Classes/College Closed

2027 SPRING SEMESTER

January 4 (Monday) Offices Open
January 8 (Friday) Faculty Development Day/College Open
January 9 (Saturday) Weekend Classes Begin
January 11 (Monday) Weekday Classes Begin
January 18 (Monday) No Classes/College Closed
March 6 – 12 (Saturday-Friday) Spring Recess - No Weekday or Weekend Classes
March 13 (Saturday) Weekend Classes Resume
March 15 (Monday) Weekday Classes Resume
March 25 (Thursday) Faculty & Staff Development Day/No Classes/Offices Closed
March 26, 27, 28 (Friday, Saturday, Sunday) No Classes/College Closed
May 1 (Saturday) End of Weekend Classes
May 7 (Friday) End of Weekday Classes
May 8 (Saturday) Final Exams for Weekend Classes
May 10 – 14 (Monday–Friday) Final Exams for Weekday Classes
May 14 (Friday) Commencement Exercises
May 16 (Sunday) Grades Due By 11:59pm Sunday Night

2027 SUMMER INTERIM

FOUR-WEEK SESSION (14 days plus 1 final day)

May 17 (Monday) Classes Begin
May 31 (Monday) College Closed
June 10 (Thursday) Final Exam Day
June 13 (Sunday) Grades Due by 11:59pm Sunday Night

Deadlines vary for courses less than 16 weeks in length. Contact Records and Registration for specific dates.

Operations Calendar for FY2026 – FY2027

Background: In past years, Rock Valley College combined the Academic and Operations Calendars into one calendar. However, on March 27, 2018, Board Report #7496 separated them into two calendars.

The Board of Trustees approved the following Board Reports in reference to the Operations Calendar:

- March 27, 2018; Board Report #7496 – Amendment to Board Report #7140 College Hours of Operation
- August 25, 2020; Board Report #7745 – Amendment to the 2020-2021 Operations Calendar
- January 25, 2022; Board Report #7899 – Amendment to the FY2024 Operations Calendar
- September 26, 2023; Board Report #8023 – FY2025 Operations Calendar

The FY2026 – FY2027 Operations Calendar subset includes dates the College is closed, and students cannot access College buildings, offices, and student services. The Operations Calendar is primarily used to communicate to the public and college community the dates when College operations are affected.

Recommendation: It is recommended that the Board of Trustees approves the FY2026 – FY2027 Operations Calendar.

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

Attachment: FY2026 – FY2027 Operations Calendar

Operations Calendar FY2026

2025 SUMMER SEMESTER

June 19 (Thursday) Holiday/College Closed
July 4 (Friday) Holiday/College Closed

2025 FALL SEMESTER

August 30 (Saturday) College Closed
August 31 (Sunday) College Closed
September 1 (Monday) Holiday/College Closed
September 2 (Tuesday) Faculty & Staff Development Day/Offices Closed
November 27, 28 (Thursday, Friday) Holiday/College Closed
November 29, 30 (Saturday, Sunday) College Closed
December 24, 25 (Wednesday – Thursday) Holiday/College Closed
December 26 – 30 (Friday – Tuesday) College Closed
December 31 (Wednesday) Holiday/College Closed

2026 SPRING SEMESTER

January 1 (Thursday) Holiday/College Closed
January 19 (Monday) Holiday/College Closed
March 8 – 15 (Sunday – Sunday) Spring Recess/College Open/No Students
April 2 (Thursday) Faculty & Staff Development Day/Offices Closed
April 3 (Friday) Holiday/College Closed
April 4, 5 (Saturday, Sunday) College Closed

2026 SUMMER SEMESTER

May 23, 24 (Saturday, Sunday) College Closed
May 25 (Monday) Holiday/College Closed
June 19 (Friday) Holiday/College Closed
July 3, 4 (Friday, Saturday) Holiday/College Closed

Operations Calendar FY2027

2026 FALL SEMESTER

September 5 - 6 (Saturday, Sunday) College Closed
September 7 (Monday)..... Holiday/Offices Closed
September 8 (Tuesday)..... Faculty & Staff Development Day/College Closed
November 26, 27 (Thursday, Friday)..... Holiday/College Closed
November 28, 29 (Saturday, Sunday) College Closed
December 24, 25 (Thursday – Friday)..... Holiday/College Closed
December 26 – 30 (Saturday – Wednesday)..... College Closed
December 31 (Thursday)..... Holiday/College Closed

2027 SPRING SEMESTER

January 1 (Friday)..... Holiday/College Closed
January 18 (Monday) Holiday/College Closed
March 6 – 12 (Saturday – Friday)..... Spring Recess/College Open/No Students
March 25 (Thursday)..... Faculty & Staff Development Day/Offices Closed
March 26 (Friday)..... Holiday/College Closed
March 27, 28 (Saturday, Sunday)..... College Closed

2027 SUMMER SEMESTER

May 29, 30 (Saturday, Sunday)..... College Closed
May 31 (Monday) Holiday/College Closed
June 18 (Friday)..... Holiday/College Closed
July 4, 5 (Sunday, Monday)..... Holiday/College Closed

Personnel Report

Recommendation: The Board of Trustees approves the following personnel actions:

A. Appointments

B. Departures

Danielle Baumgartner, Executive Director of Information Technology, Full-time, has resigned effective January 02, 2025.

Dominick Squicciarini, Dean of Career Technical Education, Full-time, has resigned effective January 03, 2025.

Kenosha Holland, Dental Hygiene Clinical Instructor, Full-time, has resigned effective January 09, 2025.

Danielle Hardesty, Associate Philosophy Professor, Full-time Faculty, has resigned effective January 10, 2025.

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

Personnel Report

Recommendation: The Board of Trustees approves the following personnel actions:

A. Appointments

~~_____, Executive Director of Assessment and Accreditation, Full-time, ADM, Grade R,
\$_____, effective _____.~~

B. Departures

Danielle Baumgartner, Executive Director of Information Technology, Full-time, ~~is-has~~
resigned~~ing~~ effective January 02, 2025.

Dominick Squicciarini, Dean of Career Technical Education, Full-time, ~~hasis~~ resigned~~ing~~
effective January 03, 2025.

Kenosha Holland, Dental Hygiene Clinical Instructor, Full-time, ~~hasis~~ resigned~~ing~~ effective
January 09, 2025.

Danielle Hardesty, Associate Philosophy Professor, Full-time Faculty, ~~hasis~~ resigned~~ing~~ effective
January 10, 2025.

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

Closed Session Minutes Through December 2024

Background: In accordance with the Illinois Open Meetings Act, the Board of Trustees of Community College District No. 511 is required to review the minutes and verbatim recordings of all closed meetings at least semi-annually. After such review, the Board in open session must determine whether or not there is a need for confidentiality to exist as to all or part of the written minutes.

At the request of the Board of Trustees, Attorney Joseph Perkoski (in consultation with the Board's chair) has made such a review of said closed meeting minutes and recommends the Board of Trustees approves the following:

Recommendation:

1. That the minutes of the closed session meetings of July 9, 2024 through December 17, 2024 shall be approved.
2. That the need for confidentiality still exists for the closed meeting minutes for the period of July 9, 2024 through December 17, 2024.
3. That the verbatim recordings shall be maintained pursuant to an existing litigation hold on College records.
4. That minutes identified in this document shall continue to be confidential until further action of the Board of Trustees.
5. That the Board's legal counsel shall, after consulting with the Board's chair, have the ability to review any closed session meeting minutes that the Board previously approved to remain confidential, to respond to any Freedom of Information Act request, litigation discovery requests, or as otherwise required by court order, and to produce any said closed session meeting minutes or parts thereof where the need for confidentiality no longer exists.

Joseph J. Perkoski
Board Attorney

Board Approval: _____
Secretary, Board of Trustees

Rock Valley College Board of Trustees
Freedom of Information Act Report
Dec. 12 – Jan. 15, 2024

Date Received	FOIA#	Requestor	Request	Response Date
12/17/2024	2025-27	FOIAFRSA@Yahoo.com	PDF (Adobe Acrobat) copies of Rock Valley College's employee compensation/salaries for the years 2015, 2016 and 2017.	completed 12/18/2024
12/18/2024	2025-28	Paul Gorski	<p>List of email addresses to which the college's bid notification for: Bid #24-26-D04 Sitework and Structural for Downtown Campus was sent to.</p> <p>The original bid notification appears to have been sent on November 19, 2024, and a second, related addendum was issued on November 26, 2024. I would like copies of each list of email addresses. My request is limited to those two emails and those two dates.</p> <p>Phillip Fanara issued the email on 11-19, Brisa Cardenas issued the 11-26 email. My request is limited to those two senders.</p>	completed 12/20/2024
12/18/2024	2025-29	Paul Gorski	<p>I am requesting copies of any mailed, courier-delivered or hand-delivered correspondence from:</p> <ul style="list-style-type: none"> • Ruiz Construction • JP Cullen Construction • Stenstrom Construction • Scandroli Construction • or any law firms regarding recent college RFP/bid posting offerings <p>The date of the delivery of the correspondence would be Monday, December 16, 2024.</p>	completed 12/20/2024
12/18/2025	2025-30	Paul Gorski	<p>I would like copies of the chat transcripts, audio and or video recording of the pre-bid meeting held for: Bid #24-26-D04 Sitework and Structural for Downtown Campus</p> <p>This would include chat transcripts, audio and or video from the participants:</p> <ul style="list-style-type: none"> • Ruiz Construction • JP Cullen Construction • Stenstrom Construction • Scandroli Construction • or any firms attending the pre-bid meeting <p>If chat transcripts or recordings are not available, I request notes from staff documenting the meeting. This request does NOT include questions before or after the pre-bid meeting.</p>	completed 12/20/2024

1/10/2025	2025-31	Justin Wenig <justin@usestarj ump.com>	I am requesting the active/most recent contracts possessed by Rock Valley College for all of the following vendors with which you have a relationship: Ocelot (FATV or CareerAmerica LLC) and Mainstay (AdmitHub).	no responsive record; completed 1/10/2025
1/14/2025	2025-32	Staff Sergeant Bradley Andal (Marines)	Updated school list in Excel spreadsheet with their names, home addresses, home cities, home states, zip codes, phone numbers, and emails. If possible, exclude students above the age of 32 as they are disqualified.	due 1/22/2025