

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

BOARD OF TRUSTEES REGULAR MEETING

February 22, 2022

5:15 p.m.

MINUTES

On February 4, 2022, Governor Pritzker issued the 26th Gubernatorial Disaster Proclamation for all counties in the State of Illinois. Due to the COVID-19 health pandemic, Howard J. Spearman, Ph.D., president of Rock Valley College, has determined that an in-person meeting is not practical, prudent or feasible based on the Disaster Proclamation. Pursuant to Section 7 (e) (4) of the Open Meetings Act (5 ILCS120/7(e) (4), this meeting will be held without the physical presence of a quorum at the meeting location.

Meeting Location: *Building E, Rock Valley College, 3301 N. Mulford Road, Rockford, IL 61114. Howard J. Spearman, Ph.D., president of Rock Valley College, will be physically present at the meeting location. Trustees/members, citizens, faculty, and staff may attend the meeting via teleconference or videoconference.*

Access to the Special Board of Trustees meeting is provided via teleconference online <https://rockvalleycollege.edu/zoom.us/j/96274517712?pwd=YkFibU9pMndBSnhzN0RiKzVEWnJudz09> or by phone at 312-626-6799 using Meeting ID 962 7451 7712; Passcode: 589844. The meeting will include an opportunity for public comment. Members of the public who would like to make a public comment may submit their public comment to RVC-BoardPC@rockvalleycollege.edu by 3:15 p.m. on February 22, 2022. Public comments submitted via email prior to 3:15 p.m. on February 22, 2022 will be announced during the public comment portion of the meeting.

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 remotely via teleconference on Tuesday, February 22, 2022. Board Chair Funderburg called the meeting to order at 5:16 p.m.

Roll Call

The following members of the Board of Trustees were present:

Mr. Jarid Funderburg	Mr. Bob Trojan
Ms. Gloria Cudia	Ms. Crystal Soltow
Ms. Lynn Kearney	Mr. Paul Gorski arrived at 5:17 p.m.
Mr. John Nelson arrived at 5:36 p.m.	
Student Trustee Evelyn Molina arrived at 5:36 p.m.	

Also in attendance: Dr. Howard Spearman, President; Dr. Amanda Smith, Vice President Liberal Arts and Adult Education/Chief Academic Officer; Mr. Jim Handley, Vice President Human Resources; Ms. Ellen Olson, Vice President Finance/Chief Financial Officer; Ms. Heather Snider, Vice President Institutional Effectiveness and Communications; Dr. Patrick Peyer, Vice President Student Affairs; Mr. Keith Barnes, Vice President Equity and Inclusion; Mr. Rick Jenks, Vice President Operations/Chief Operations Officer; Ms. Jennifer Thompson, Executive Director College Communications; Ms. Ann Kerwitz; Assistant to the President; Ms. Kris Fuchs; Assistant to the President; Attorney Matthew Gardner, Robbins Schwartz; Attorney Christopher Gorman, Robbins Schwartz.

Communications and Petitions (Public Comment)

No public comments were received.

Recognition of Visitors

There were no visitors to be recognized.

Closed Session

At 5:18 p.m., Trustee Trojan made a motion, seconded by Trustee Kearney, to adjourn to closed session to discuss the following:

- 1) Collective negotiating matters per Section 2 (c) (2); and/or
- 2) The purchase or lease of real property for the use of the public body per Section 2 (c) (5); and/or
- 3) Litigation has been filed, is pending, or probable per Section 2 (c) (11); and/or
- 4) Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property per Section 2 (c) (8), all in accordance with the Illinois Open Meetings Act.

The motion was approved by unanimous roll call vote.

At 6:06 p.m., Trustee Kearney left the meeting.

Reconvene Open Meeting

At 6:10 p.m., Trustee Trojan made a motion, 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 Presentations

There were no general presentations.

Approval of Minutes

A motion was made by Trustee Nelson, seconded by Trustee Trojan, to approve the minutes of the January 11, 2022 Committee of the Whole meeting, the January 22, 2022 Special meeting (Board Retreat), and the January 25, 2022 Regular meeting.

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

Action Items

1. BR 7902 – Claims Sheet

The Board Report reads in part: It is recommended that the Board of Trustees approve the claims sheets from the Ellucian check register for the period from January 1, 2022 to January 31, 2022. The total is \$1,802,493.09.

A motion was made by Trustee Gorski, seconded by Trustee Cudia, to approve Board Report 7902.

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

2a. BR 7903-A – Purchase Report-A – FY22 Purchases

The Board Report reads in part: It is recommended that the Board of Trustees approve the marked items for purchase on Board Report 7903-A, Purchase Report-A.

\$ 14,138.00	A. Rovelocity, Naperville, IL
\$ 20,683.00	B. KK Stevens Publishing Co, Astoria, IL
\$ 38,890.00	C. Morrow Brothers Ford, Greenfield, IL

Trustee Gorski made a motion to approve Board Report 7903-A. Before a second to the motion could be made, Board Chair Funderburg asked for a motion to change “Item B, Printing-HEERF: General Institutional Expenses” to award the contract to KK Stevens Publishing Co from Astoria, IL. Trustee Gorski withdrew his motion.

A motion was made by Trustee Gorski, seconded by Trustee Nelson, to remove Item B, Printing-HEERF: General Institutional Expenses, from Board Report 7903-A. The motion was approved by unanimous roll call vote.

A motion was made by Trustee Trojan seconded by Trustee Gorski, to award the contract for Item B, Printing-HEERF: General Institutional Expenses, to KK Stevens Publishing Co, Astoria, IL, rather than Action Printing located in Fond du Lac, WI. The motion was approved by unanimous roll call vote.

A motion was made by Trustee Cudia, seconded by Student Trustee Molina, to approve Item A, Athletic Equipment: Athletics Administration, for Rovelocity in Naperville, IL for \$14,138.00. The motion was approved by unanimous roll call vote.

A motion was made by Trustee Gorski, seconded by Trustee Nelson, to approve Item C, Pick-up Truck, for Morrow Brothers Ford, Greenfield, IL for \$38,890.00. The motion was approved by unanimous roll call vote.

2b. BR 7903-B – Purchase Report-B – FY22 Purchases: Architectural Consulting Services

The Board Report reads in part: It is recommended that the Board of Trustees approve the marked items for purchase on Board Report 7903-B, Purchase Report-B.

NOT TO EXCEED	Ollmann Ernest Martin Architects &
\$ 75,000.00	A. Engineers, Belvidere, IL

A motion was made by Trustee Trojan, seconded by Trustee Cudia, to approve Board Report 7903-B.

Trustee Nelson commented that he is opposed to this expense, as there is no need to rush into it. There was no further discussion. The motion was approved by majority roll call vote. Trustees

Cudia, Gorski, Soltow, Trojan and Funderburg voted yes. Trustee Nelson voted no. Student Trustee Molina voted yes (advisory).

3.. BR 7904 – Proposed FY2023 Tuition Increase

The Board Report reads in part: It is recommended that the Board of Trustees approve a \$5.00 per credit hour tuition increase effective July 1, 2022, Fiscal Year 2023.

A motion was made by Student Trustee Molina, seconded by Trustee Trojan, to approve Board Report 7904.

For the purpose of transparency, Trustee Gorski asked for an explanation of the purpose of the tuition increase. Chief Financial Officer Ellen Olson explained that the increase is due to the increased cost of materials and supplies due to inflation, salary increases that are part of the collective negotiating contracts, and the opening of the Advanced Technology Center. She expects the increase to generate about \$550,000 for FY2023.

Trustee Nelson questioned how that compares to the 1.5% increase noted in the 10-year financial plan presented at the January board retreat. Ms. Olson explained that a \$5 per credit hour increase was used in the long-term plan, but it started in FY2024. The 1.5% was for other revenue stream and does not apply to tuition.

Trustee Trojan added that at the Committee of the Whole meeting, Ms. Olson presented the per credit tuition costs of nearby four-year universities. These are the College's actual competition and because their tuition is two to three times that of RVC's, the College should take advantage of marketing its value to those who want to continue their education.

The motion was approved by unanimous roll call vote.

3. BR 7905 – Academic Calendar for 2023-2024

The Board Report reads in part: It is recommended that the Board of Trustees approve the 2023-2024 Academic Calendar.

A motion was made by Trustee Gorski, seconded by Trustee Cudia, to approve Board Report 7905.

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

4. BR 7906 – Application for Permanent Approval of an Occupational Curriculum Medical Assistant Associate of Applied Science

The Board Report reads in part: It is recommended that the Board of Trustees approve the submission of a proposal to the Illinois Community College Board (ICCB) to approve the Medical Assistant Associate of Applied Science Degree. The ICCB Form 20 proposal includes: Part A- Feasibility, Curriculum Quality and Cost Analysis and Part B-Supportive Documentation and Data.

A motion was made by Trustee Gorski, seconded by Trustee Cudia, to approve Board Report 7906.

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

5. BR 7907 – Personnel Report

The Board Report reads in part: It is recommended that the Board of Trustees approve the personnel items as outlined on the report.

A motion was made by Trustee Gorski, seconded by Trustee Cudia, to approve Board Report 7907.

In response to questions from Trustees, Vice President Jim Handley explained the process that resulted in the appointment of Dr. Hansen Stewart as vice president of industry partnerships and community engagement. A search committee was formed to review and rate each of the 18-20 applicants on a rubric. Meeting as a group, the committee compared their ratings to determine the highest rated applicants, then conducted the first round of interviews and recommended three finalists to be interviewed by the Cabinet. Following the Cabinet interviews, the three finalists then met individually with Dr. Spearman, who then met with the Cabinet to rate each finalist.

Dr. Spearman added that everyone is looking forward to having Dr. Stewart start in April.

The motion was approved by unanimous roll call vote.

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 Howard Spearman commented on the following:

- Thank you to the Belvidere School District for identifying scholarships for students to attend programs at the Advanced Technology Center. A local family donated funds to support up to 70 scholarships this year.
- AAR held a dinner February 9 to honor students participating in their AAR EAGLE Fellowship Program, which is part of AAR's Eagle Career Pathway Program. AAR provides students with tuition assistance and the opportunity to work at AAR's Rockford facility while completing their Airframe and Powerplant program at RVC. Thank you to AVP Gina Caronna, Dean Vicki Brust and Professor Todd Morgan for their work developing this partnership.
- Thank you to Jennifer Thompson for the recent positive publicity for the College.
- Maureen Taylor, director of community education outreach, reported that 7,683 students were enrolled in Community Education programs in all of FY21 that ended June 30, 2021. She is expecting FY22 to exceed that number, as 4,632 students have already participated in programs offered in fall 2021.
- Vonnie Busker, manager of continuing education, and her team are planning for the next Highway Construction Careers Training Program session that begins March 7. Paul

Nolley, executive director of Project First Rate, has invited the College to participate in the Building & Trades Career Expo to be held this week.

2. **Leadership Team Updates**

- Vice President Ellen Olson provided an update on the bond refunding, noting that everything is on schedule for a closing on March 3, with a bond rating coming Wednesday. Olson further explained that due to the Russian invasion of Ukraine and inflation, the expected savings is down about \$438,000, but the intent is to stay on track and not delay the sale of the bonds. Ms. Olson added that the College has been invited to attend the Loves Park Annual Meeting of the Joint Review Board to consider two proposed Tax Increment Financing (IF) districts for redevelopment projects. In keeping with past practice, the College will vote no.
- Vice President Jim Handley reminded trustees that notices to complete the Winnebago County Statement of Economic Interests will be issued mid-March and are due May 1. Also, IRS form 1095 has been distributed digitally, thanks to the hard work of Greg Schreiber in IT and Maureen Miller in HR.
- Vice President Keith Barnes recognized Terrica Huntley, chair of the committee that coordinated Black History Month activities. Women's History Month begins in March and will include the March 18 Sister to Sister Conference coordinated by Mary Foreman.
- Vice President Heather Snider reported that spring enrollment has been stable, staying around 94% to budget, although it will likely increase due to some late starting classes. Snider recognized Kim Pederson, multimedia content creator, who developed the RVC athletics commercial, and Professor Mike Beert who provided the voice-over narrative. This commercial was to air during the Super Bowl but did not due to an oversight by the local media company. As a result of the College's good relationship with that media outlet, compensation was offered in the form of airing the commercial in future primetime spots. Ms. Snider added that the commercial will be pushed out to other media.
- Vice President Patrick Peyer made several announcements: The College will be hosting a virtual town hall for students on Friday, February 25. Student trustee and commencement student speaker nominations are open. The men's and women's basketball teams won the regional tournament and will play in the district tournament to be hosted by RVC this weekend. Women's Basketball Coach Darryl Watkins was named Regional Coach of the Year and NJCAA National Coach of the Week.
- Vice President Amanda Smith announced that the next First Tuesday lecture will be held March 1 at 6:00 p.m. in-person in the ERC Performing Arts Room and online via Facebook Live. Additionally, the College is finalizing details of a new partnership with Amazon that names RVC as a career choice school. This partnership will allow Amazon employees to take classes at RVC that will be paid for 100% by Amazon.
- Vice President Rick Jenks announced that the Wolter group has agreed to donate a racking system for the Advanced Technology Center so the College can begin a specialized forklift training program. In addition, the College will be getting another forklift truck through the Workforce Equity Initiative (WEI) grant.
- President Spearman reminded trustees that the ATC ribbon-cutting ceremony will be held March 30. Ideas for the wall art are being reviewed, and a save-the-date reminder will be going out soon.

Trustee Kearney re-entered the meeting.

3. ICCTA Report (Illinois Community College Trustees Association)

Trustee Nelson reported that ICCTA did not meet in the state last month. He will attend the March 11-12 meeting. (The ICCTA Board of Representatives met February 7 virtually via Zoom from the Marriott Marquis during the ACCT National Legislative Summit in Washington, D.C.)

4. Trustee Comments

- Trustee Nelson encouraged students to attend RVC, particularly at the ATC. The new director will be here soon, and funds are available for free tuition.
- Trustee Gorski thanked the Belvidere community and all who provide funding support for non-credit students and programs when financial aid cannot be secured.
- Trustee Cudia commented that she is following up with Ellen Olson's and Dr. Patrick Peyer's offer to visit RVC facilities and is looking forward to doing that as the weather gets warmer.
- Trustee Trojan attended the women's basketball game last Saturday and was glad the team came roaring back to win. He recommended that everyone view Mike Dunn's state of the airport address as it was very complimentary to RVC's aviation program and how the College interacts with AAR. Trojan also noted that the RVC Foundation is a member of the Rockford Chamber and articles should be created and submitted to the Chamber's VOICE magazine via the Foundation.
- Trustee Kearney added her congratulations to both the men's and women's basketball teams on their good showing and wishes them well in the next tournament.
- Board Chair Funderburg made several comments. He thanked everyone for their hard work and for those who are working on developing various business partnerships. The ATC ribbon cutting is coming up March 30 and that will be exciting. Everyone is doing a tremendous job and he expects a better year ahead.

5. Student Trustee Report

Student Trustee Evelyn Molina presented her student trustee report highlighting student activities in honor of Black History Month, World Acts of Kindness Day, Paws to Distress, and recruiting for the Student Government Association.

6. RVC Foundation Liaison Report

Trustee Trojan reported that the RVC Foundation board did not meet this month. However, the RVC Strong campaign has \$627,000 received or committed. The Foundation is awaiting a major contribution that may be disclosed by month-end. The year-end appeal has raised \$103,000 to date.

7. Freedom of Information Act (FOIA) Report

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

Closed Session

A second closed session was not held

Next Meeting

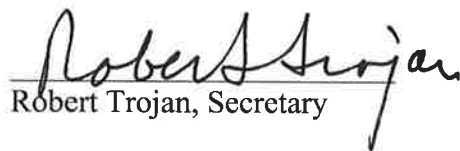
The next Committee of the Whole meeting will be held remotely via teleconference on Tuesday, March 8, 2022 at 5:15 p.m.

The next Regular meeting will be held remotely via teleconference on Tuesday, March 22, 2022 at 5:15 p.m.

Adjournment

At 7:00 p.m., a motion was made by Trustee Trojan, seconded by Trustee Kearney, to adjourn the meeting. The motion was approved by unanimous roll call vote.

Submitted by Ann Kerwitz


Robert Trojan, Secretary


Jarid Funderburg, Chairperson