

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

**Regular Board of Trustees Meeting  
5:15 p.m., March 22, 2022**

*On March 4, 2022, Governor Pritzker issued the twenty-seventh 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 Regular Board of Trustees meeting is provided via teleconference online via <https://rockvalleycollege-edu.zoom.us/j/91750127961?pwd=RitDQ00zS3JmM29LbjNtYVJHNTY1QT09>; or by phone at 312-626-6799 using Meeting ID: 917 5012 7961, Passcode: 679363. The meeting will include an opportunity for public comment. Any member of the public who would like to make a public comment can submit their public comment via email to [RVC-BoardPC@rockvalleycollege.edu](mailto:RVC-BoardPC@rockvalleycollege.edu) by 3:15 p.m. on March 22, 2022. Public comments submitted via email will be announced during the public comment portion of the meeting.*

## **AGENDA**

**A. Call to Order**

**B. Roll Call**

**C. Communications and Petitions (Public Comment)**

**D. Recognition of Visitors - Newly Tenured Faculty**

**E. Adjourn to Closed Session** to discuss 1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees in accordance with Section 2 (c) (1); and/or 2) Collective negotiating matters per Section 2 (c) (2); and/or 3) The purchase or lease of real property for the use of the public body per Section 2 (c) (5); and/or 4) Litigation has been filed, is pending, or probable per Section 2 (c) (11), all in accordance with the Illinois Open Meetings Act.

**F. Reconvene Open Meeting**

**G. General Presentations**

**H. Approval of Minutes**

1. February 08, 2022 Committee of the Whole meeting
2. February 22, 2022 Regular Board meeting

**I. Action Items**

1. Approve Claims Sheet (Check Register-February 2022) (BR 7908)
2. Approve Purchase Report
  - a. Purchase Report-A – FY22 Addendums (BR 7909-A)
  - b. Purchase Report-B – FY22 Purchases (BR 7909-B)
  - c. Purchase Report-C – FY22 ATC Addendums (BR 7909-C)
  - d. Purchase Report-D – FY22 ATC Change Orders (BR 7909-D)
3. Approve OSF/RVCare Agreement Extension (BR 7910)
4. Approve Recommendation Not to Reinstate Football (BR 7911)
5. Approve Personnel Report (BR 7912)
6. Approve Closed Session Minutes Through February 2022 (BR 7913)

**J. Other Business**

1. New Business
2. Unfinished Business

**K. Updates / Reports**

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

**L. Adjourn to Closed Session** to discuss 1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees in accordance with Section 2 (c) (1); and/or 2) Collective negotiating matters per Section 2 (c) (2); and/or 3) The purchase or lease of real property for the use of the public body per Section 2 (c) (5); and/or 4) Litigation has been filed, is pending, or probable per Section 2 (c) (11), all in accordance with the Illinois Open Meetings Act.

**M. Reconvene Open Meeting**

**N. Date of Next Committee of the Whole Meeting:** April 12, 2022. 5:15 p.m., Remote meeting to be held via teleconference

**O. Date of Next Regular and Reorganization Meeting:** April 26, 2022. 5:15 p.m., Remote meeting to be held via teleconference

**P. Adjourn**

Jarid Funderburg, 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 pm Tuesday, February 8, 2022**  
**MINUTES**

*On February 4, 2022, Governor Pritzker issued the twenty-sixth Gubernatorial Disaster Proclamation for all counties in 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. Under 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.*

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**Call to Order**

The Rock Valley College (RVC) Board of Trustees Committee of the Whole meeting was called to order at 5:16 pm by Chairperson Jarid Funderburg.

**Roll Call**

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

Mr. Jarid Funderburg	Mr. Paul Gorski joined the meeting at 6:51 pm.
Ms. Lynn Kearney	Ms. Gloria Cudia
Mr. Robert Trojan	Mr. John Nelson
Ms. Evelyn Molina, Student Trustee, joined the meeting at 5:23 pm	

Also Present: Dr. Howard Spearman, President; Dr. Amanda Smith, Vice President of Liberal Arts & Adult Education; Dr. Patrick Peyer, Vice President of Student Affairs; Mr. Rick Jenks, Vice President of Operations; Mr. Jim Handley, Vice President of Human Resources; Ms. Ellen Olson, Vice President of Finance; Ms. Heather Snider, Vice President of Institutional Effectiveness & Communications; Mr. Keith Barnes, Vice President of Equity and Inclusion; Ms. Jennifer Thompson, Executive Director of College Communications; Ms. Brittany Freiberg, Chief Development Officer of Rock Valley College Foundation; Ms. Ann Kerwitz, Assistant to the President; Ms. Kris Fuchs, Assistant to the President; Attorney Matthew Gardner, Robbins Schwartz

## **Communications and Petitions**

There were no public comments.

## **Recognition of Visitors**

There were no visitors to be recognized.

## **Review of Minutes**

There were no comments on the minutes from the January 11, 2022 Board of Trustees Committee of the Whole meeting.

## **General Presentations**

There were no general presentations.

## **Teaching, Learning & Communications Discussion: Board Liaison Trustee Cudia**

### **1. Enrollment Update**

Dr. Patrick Peyer, vice president of student affairs, presented the FY 2022 enrollment update. Dr. Peyer stated there was a slight increase in enrollment since the board packet was released. The spring enrollment is 93.4% to budget. Credit hours are at 45,527 and the unduplicated headcount is at 4,831. Trustee Trojan wanted to know what the cut-off date was for spring enrollment. Dr. Peyer stated that the ICCB cut-off date has come and gone, but we continue to add enrollment. Trustee Nelson wanted to know if the enrollment numbers would pass 93%. Dr. Peyer stated he anticipated it to be around 95%.

### **2. 2023-2024 Academic Calendar**

Dr. Amanda Smith, vice president of liberal arts and adult education, presented the 2023-2024 Academic Calendar. Dr. Smith stated she held off in presenting the 2023-2024 Academic Calendar until the Board made their decision to approve adding June 19, Juneteenth National Freedom Day, as a paid holiday on which the College will be closed. There were no questions and no discussion.

### **3. Medical Assistant Program (Associate Degree in Applied Science)**

Dr. Smith presented information on the Medical Assistant Program. Dr. Smith explained that the Medical Assistant is a multi-skilled Allied Health professional who works primarily in ambulatory settings such as medical offices and clinics. Dr. Smith stated that students completing the program would be eligible to take the certification exam and become gainfully employed as a Certified Medical Assistant (CMA) and work in all ambulatory care settings. The health care industry has a growing market. About 104,400 openings for medical assistants are projected each year, on average, over the decade. The growth is due to an aging workforce, as replacements are needed as employees retire. There is also an aging population, increasing the need for preventative medical services. In addition, an increasing number of group practices, clinics, and other health care facilities will also need support workers, particularly medical assistants, to complete both administrative and clinical duties. The development of this program was initiated by a group of local employers who approached the College, requesting an accredited program to meet this growing need. An advisory committee was created to determine the requested knowledge, skills, and abilities to be included in the curriculum. The Administration recommends that the Board of Trustees approve the submission of a proposal to the ICCB to approve the Medical Assistant Associate of Applied Science Degree. Discussion ensued.

## Finance Discussion: Board Liaison Trustee Soltow

### 1. Purchase Reports

Ms. Ellen Olson presented the purchase reports.

#### *Purchase Report A – FY 2022 Purchases:*

A. Equipment – (Athletic Equipment: Athletics Administration)			
1.	Rovelocity	Naperville, IL	\$ 14,138.00 (1)*
	Brown’s Service Wisconsin Golf	Walworth, WI	\$ 14,211.00
	Moto Electric Vehicles	Atlantic Beach, FL	\$ 21,655.00
B. Printing – (HEERF: General Institutional Expenses)			
2.	Action Printing	Fond du Lac, WI	\$ 20,435.00 (2)*
	KK Stevens Publishing Co.	Astoria, IL	\$ 20,683.00
C. Pickup Truck – (Operations & Maintenance Fund – Grounds Maintenance, Other Capital Outlay)			
3.	Morrow Brothers Ford	Greenfield, IL	\$ 38,890.00 (3)*

Discussions ensued on all Items A, B and C.

### 2. Cash and Investment

Ms. Olson presented the cash and investment report through January 31, 2022. Total operating cash and investments are \$68,827,552. Total capital funds are \$13,507,358. The change in the operating cash and investments since December 31, 2021, is <\$1,021,359>. Ms. Olson stated that as of December 31, 2021, the total operating cash and investments funds were at 63.28% of the FY22 operating budget. There were no questions and no discussion.

### 3. Fiscal Year 2022 Second Quarter Vital Signs

Ms. Olson presented the fiscal year 2022 (FY2022), second quarter vital signs. Ms. Olson stated that operating revenues as of December 31, 2021, are at 67% of budget when you exclude SURS on Behalf. Student tuition and fees are at 94.5% of budget due to the spring semester tuition collected in December 2021. Trustee Trojan wanted to know if Summer I tuition will be included in the student tuition and fees. Ms. Olson stated yes, RVC would possibly exceed the budgeted revenue. As of December 31, 2021, operating expenses are 40% of budget, excluding SURS on Behalf. The FY2022 year-to-date payroll is currently under budget due to lag time filling open positions and not being fully staffed. Health care costs are running greater than anticipated due to higher-than-expected claims. Utilization during 2020 and 2021 was down due to COVID-19 when non-essential treatments and surgeries were postponed. RVC has had several large claims and is currently waiting for the stop-loss insurance to reimburse claims. Discussion ensued.

### 4. Proposed Fiscal Year 2023 Tuition Increase

Ms. Olson presented the fiscal year 2023 (FY2023) proposed tuition increase. The Administration recommends that the Board of Trustees approve a \$5.00 per credit hour tuition increase, effective July 1, 2022, for FY2023. Ms. Olson stated that the last time tuition increased was FY2018, when tuition increased by \$15.00 per credit hour. In addition, in FY2020, the variable tuition rate for Career and Technical Education courses was implemented. Ms. Olson explained that the Administration feels it is fiscally responsible to bring this increase for consideration due to rising costs as a result of inflationary pressures, annual Collective Bargaining Agreement salary increases, and opening the Advanced Technology Center.

Per Trustee Trojan's request, a tuition comparison to 4-year universities was provided to show the per credit hour tuition at five competing institutions. Discussion ensued.

## **Operations Discussion: Board Liaison Trustee Kearney**

### **1. Personnel Report**

Mr. Jim Handley, vice president of human resources, presented the Personnel Report for February 2022. There is one appointment placeholder and no departures. Trustee Nelson inquired if the Board would know the candidate's name before the next meeting. Mr. Handley stated that they would have the individual identified by the next meeting and that Dr. Spearman would communicate that information once a candidate was chosen. Discussion ensued.

### **2. Architect of Record**

Mr. Rick Jenks, vice president of operations, presented the Architect of Record (AOR) update. Mr. Jenks explained that RVC utilizes an AOR for smaller projects on campus that would require architectural services. The last time RVC conducted a request for qualifications (RFQ) for architect services was in 2012, and the last AOR for RVC was SGA Architects of Rockford in 2014. Due to fiscal concerns since then, RVC has not had as many capital projects. Larger projects went through a selection process (RFQ) for the architect, and Capital Development Board (CDB) projects already have architect selection in its processes and procedures. Mr. Jenks explained that an AOR could assist RVC in evaluating and reviewing present or future property acquisitions or rental agreements; assist in future planning or development of capital project plans or projections; and be available for any emergency inspections or damage analysis in the event of an accident or natural disaster. Mr. Jenks reviewed RVC's proposed process and timeline. The recommendation from Administration is to conduct an RFQ for a new AOR. Discussion ensued.

### **3. RVC Events Calendar**

Mr. Handley presented the RVC on-campus events calendar. Discussion ensued.

### **4. RVC Athletics Update**

Dr. Peyer presented the RVC Athletics update. Dr. Peyer reported on the RVC Men's and Women's Basketball Teams, Baseball, Softball, and the Men's and Women's Bowling Teams. In February, all other sports are set to begin off-season workouts while actively recruiting potential student-athletes for the 2022-2023 school year. Discussion ensued.

### **5. Architect Fees for Advanced Technology Center (ATC)**

Mr. Jenks presented the Architect Fees for the Advanced Technology Center. Mr. Jenks stated that RVC entered into an Intergovernmental Agreement (IGA) with Belvidere School District #100 (BR7734) for the Advanced Technology Center (ATC). In the IGA, District #100 stated they would manage portions of the ATC project, including utilizing the Ollmann, Ernest, Martin Architect (OEM) firm. District #100 and OEM signed a contract in August 2020 listing responsibilities and fees for the architect, in which RVC is listed as a third-party beneficiary. Due to additional change orders and changes in equipment, OEM is owed approximately \$63,495.55. When the outstanding change orders are finalized, the additional monies owed to OEM would be funded out of the Furniture, Fixtures, and Equipment (FF&E) fund. Discussion ensued.

### **11. Advanced Technology Center (ATC) Update**

**ATC Progress Update:** Mr. Jenks presented an update on the ATC. RVC is waiting to receive the parts for the interior overhead door, and the CNC machining equipment has been received and hooked

up. Today, February 8, 2022, the manual lathe was delivered, but the grinder was not on the truck. Some of the brackets for the televisions and displays have arrived, and RVC is working on getting the rest of the brackets. The lockers have been received and installed. Mr. Jenks explained that some of the larger items are challenging to obtain. Discussion ensued.

**ATC Cost Summary:** Ms. Olson presented the ATC cost summary. Ms. Olson stated that RVC would have a surplus in Furniture, Fixtures, and Equipment (FF&E) of around \$800,000 if the Board approves the additional OEM architect fees. There are no additional change orders at this time. There were no questions.

### **New Business / Unfinished Business**

There was no new business or unfinished business.

### **Adjourn to Closed Session**

At 6:51 pm, a motion was made by Trustee Trojan, seconded by Trustee Kearney, to adjourn to closed session to discuss 1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees in accordance with Section 2 (c) (1); and/or 2) Collective negotiating matters per Section 2 (c) (2); and/or 3) The purchase or lease of real property for the use of the public body per Section 2 (c) (5); and/or 4) Litigation has been filed, is pending, or probable per Section 2 (c) (11), all of the Illinois Open Meetings Act. The motion was approved by a unanimous roll call vote.

### **Reconvene Open Session**

At 7:14 pm, a motion was made by Trustee Nelson, seconded by Trustee Kearney, 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 February 22, 2022, at 5:15 pm remotely via teleconference.

### **Next Committee of the Whole Meeting**

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

### **Adjourn**

At 7:15 pm, a motion was made by Trustee Kearney, seconded by Trustee Trojan, to adjourn the meeting. The motion was approved by a unanimous roll call vote.

Submitted by: Tracy Luethje

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Robert Trojan, Secretary

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Jarid Funderburg, Chairperson

**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](mailto:RVC-BoardPC@rockvalleycollege.edu) by 3:15 p.m. on February 22, 2022. Public comments submitted via email prior to 3:00 p.m. on January 25, 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, January 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

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Robert Trojan, Secretary

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Jarid Funderburg, Chairperson

## Claims Sheet

**Recommendation:** It is recommended that the Board of Trustees approve the claims sheets from the Ellucian check register for the period from February 1, 2022 to February 28, 2022.

The total is \$2,364,701.37.

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees



**Purchase Report-A – FY22 Addendums**

Recommendation: Board approval for items marked with an asterisk

A. Software – (Trust & Agency Fund – Org Sync, Other Contractual Services)

**Anthology (Formerly Known As Campus Labs) \$1,038.00\*(1)**

1. This increase is due to the Student Life and Intercultural Student Services utilizing more aspects of the ENGAGE software provided by this company and receiving more support services and trainings. This expense is paid with student activity fees.

Original approved amount: \$13,000.00  
Increase requested: \$1,038.00  
New total expenditure: \$14,038.00

FY22 Budgeted Expense  
Original Board Report BR#7817-C

B. Charter Bus Service – (Auxiliary Enterprise Funds)

**Windstar Carroll IA \$35,000.00\*(2)**

This increase is due to additional traveling this spring by the athletic teams. Five (5) out of seven (7) Rock Valley College athletic teams will be going to national tournaments around the United States. The Baseball and Softball programs will also be going on spring break trips for the first time in two years (due to the pandemic) to Texas and Florida. They also have the potential of national tournament opportunities in May.

Original approved amount: \$100,000.00  
Increase requested: \$35,000.00  
New total expenditure: \$135,000.00

FY22 Budgeted Expense  
Original Board Report BR#7822-A

\_\_\_\_\_  
Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

**Purchase Report-B – FY22 Purchases**

Recommendation: Board approval for items marked with an asterisk

A. SURS 6% Employer Liability - (SURS Penalty Fund General Institutional)

**State Universities Retirement System (SURS) Champaign IL           \$16,237.46\*(1)**

1. The College has received notification from the State Universities Retirement System (SURS) regarding a participant’s earnings exceeding six (6) percent for the previous year. Pursuant to 40 ILCS 5/15(g), if participant’s earnings for any academic year used to determine their final average earnings (FAE), also known as final rate of earnings, exceeds the amount of their earnings for the previous year by more than the percentage allowed under 40 ILCS 5/15-155(g), SURS is required to bill the employer for the present value of the increase of their benefits.

FY22 SURS Penalty Fund

B. Contractual Services – (Other Contractual Services: Human Resources)

**Development Dimensions Intl Bridgeville PA                               \$26,000.00\*(2)**

2. Development Dimensions International (DDI) provides a proprietary behavioral interviewing system that allows employers to reduce biases in their hiring decisions, increasing the likelihood that selected candidates will not only thrive in their role, but also decrease turnover due to a poor fit. This expense is for a three-year license agreement and by paying it in full, the College is receiving a 20% discount. The three-year license includes the ability for Human Resources to use licensed content, the business driver and competency library provided by DDI.

FY22 Budgeted Expense

**Purchase Report-B – FY22 Purchases**

C. Consulting Services – (Instructional Services Contracts: GEER Grant)

<b>TPGi Clearwater FL</b>	<b>\$55,000.00*(3)</b>
A360 Edina MN	\$51,365.00
Converge Accessibility Vancouver WA	\$81,500.00
Perkins Access Watertown MA	\$152,250.00

3. This expense is for digital accessibility consulting services to be used for the development of a comprehensive, campus-wide roadmap. This work will assist the College in improving accessibility capabilities so that all people with disabilities are full and active participants in all of the College’s digital offerings. The primary objective of this strategic planning is to determine what organizational changes may need to be made in order for Rock Valley College to incorporate digital accessibility into the culture and practice, with targets and timelines identified that are achievable and sustainable for moving digital accessibility efforts forward. A Request for Proposal (RFP #22-03) was opened on February 22, 2022. Interviews were conducted to determine the respondent that was able to meet the criteria and timeline for this project. The lowest cost submitter was unable to provide all the criteria as outlined in the proposal. It is recommended that the award go to the next lowest bidder, TPGi, that is able to provide all the criteria outlined in the proposal. This project will be funded through the Governor’s Emergency Education Relief fund (GEER).

FY22 Grant Expense

D. Equipment – (Instructional Supplies General: Mechatronics)

<b>Moss Enterprises Johnston IA</b>	<b>\$35,735.00*(4)</b>
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4. This expense is for the purchase of AMATROL Fault Pro Trainers to expand the Mechatronics course training experience to mirror real-world troubleshooting on electric motor controls. These trainers will replace obsolete equipment being retired from the Integrated Systems Technology (IST) program Fault Pro Trainers that are no longer compatible with the current Windows operating systems. The new trainers will be incorporated immediately into the next offering of the Mechatronics Electrical Systems training courses. They will also support Industrial Maintenance and customized training opportunities. The new trainers will be delivered and integrated onto the existing Electrical Motor Controls trainers in the Advanced Technology Center Flex Lab area. Moss Enterprises is the sole source proprietary vendor of AMATROL equipment in the state of Illinois. Only AMATROL equipment and parts can be used on AMATROL machines.

FY22 Budgeted Expense

### Purchase Report-B – FY22 Purchases

E. Vans – (Operations & Maintenance Fund – Grounds Maintenance, Other Capital Outlay)

**Morrow Brothers Ford Greenfield IL** **\$136,500.00\*(5)**

5. This expense is to purchase two (2) Transit Connect Cargo Vans for Distribution Services and three (3) Transit Connect Passenger Vans for the Plant Operations and Maintenance Department. The total cost includes a delivery fee of \$1,600.00 to deliver the vans from their Greenfield, Illinois location. Currently, there is a thirty-two (32) week lead time due to production and demand. This purchase uses the State of Illinois bid pricing.

FY22 Capital Expense

F. Equipment – (Operations & Maintenance Fund – Grounds Maintenance, Other Capital Outlay)

**Scott's RV Truck & Auto Repair Rockford IL** **\$9,200.00\*(6)**  
 K-Kap Toppers Rockford IL \$10,045.00  
 Finley Buick GMC Beloit WI \$10,145.00

6. This expense is for the purchase of an 8ft-2in Boss D VXT snow plow with a snow deflector and a Control Dash Kit for the new 2022 F250 Pick-up truck (approved on BR#7903-A) for the Plant Operations and Maintenance Department.

FY22 Capital Expense

G. Equipment – (Operations & Maintenance Fund – Grounds Maintenance, Other Capital Outlay)

**Miller Bradford & Risberg Rockford IL** **\$91,700.00\*(7)**  
 Casey Equipment Cherry Valley IL \$90,085.00  
 McCann Industries Bolingbrook IL \$92,500.00

7. This expense is for the purchase of a Case 321 Front Loader for the Plant Operations and Maintenance Department. Bid #22-08 was opened and reviewed for the lowest responsible bidder considering conformity with specifications, terms, quality, serviceability and lead times for delivery. The lowest cost submitter provided a substitute brand front loader with an estimated delivery of November 2022. With global supply chain challenges that could delay that delivery time even further and give cause to unexpected price increases, it is recommended that the award go to the next lowest bidder. Miller-Bradford and Risberg is able to provide the requested Front Loader by the end of April 2022. This will replace the broken Bobcat Loader that was sold last year.

FY22 Capital Expense

### Purchase Report-B – FY22 Purchases

#### H. Equipment – (Operations & Maintenance Fund – Grounds Maintenance, Other Capital Outlay)

<b>1<sup>st</sup> Rental and Sales Rockford IL</b>	<b>\$31,922.00*(8)</b>
Midway Industrial Sugar Grove IL	\$26,143.50
Octane Forklifts Denver CO	\$32,027.00

8. This expense is for the purchase of a Toyota forklift or equivalent to be used by the Plant Operations and Maintenance Department at the Advanced Technology Center. Bid #22-07 was opened and reviewed for the lowest responsible bidder considering conformity with specifications, terms, quality, serviceability and lead times for delivery. The lowest cost submitter provided a substitute brand forklift that not only would be difficult to source repair parts for, but the mast height exceeded the height clearance specified for use at the Advanced Technology Center. It is recommended that the award go to the next lowest bidder, 1<sup>st</sup> Rental and Sales, that was able to meet all the specifications requested and the shortest lead time of 18 to 22 weeks.

FY22 Capital Expense

#### I. Equipment – (Operations & Maintenance Fund – Grounds Maintenance, Other Capital Outlay)

<b>R.A. Adams McHenry IL</b>	<b>\$11,350.00*(9)</b>
DeKalb County Lifts (DCL) Kingston IL	\$12,507.00
John Deere Rockford IL	\$12,900.00

9. This expense is for the purchase of a 13 foot Arctic Light Duty Snow Pusher for the new Case 321 Front End Loader (Bid #22-08) for the Plant Operations and Maintenance Department.

FY22 Capital Expense

#### J. Equipment – (Operations & Maintenance Fund – Grounds Maintenance, Other Capital Outlay)

<b>Wolter Inc. Rockford IL</b>	<b>\$39,013.00*(10)</b>
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10. This expense is for the purchase of a Doosan Reach Truck to be used for the Logistics/Supply Chain courses taught at the Advanced Technology Center. There was only one bid submittal for Bid #22-10 and it met all the specified criteria. Lead time is approximately thirty (30) weeks and the vendor will be supplying a comparable reach truck at no cost to the College for use until we take delivery of the Doosan Reach Truck. This expense is being paid for with the Workforce Equity Incentive (WEI) Grant funds.

FY22 Grant Expense

**Purchase Report-B – FY22 Purchases**

K. Equipment – (Operations & Maintenance Fund – Grounds Maintenance, Other Capital Outlay)

**Lincoln Rent-All & Sales Rockford IL**

**\$21,229.00\*(11)**

11. This expense is to purchase a Toro Zero Turn Mower for use by the Plant Operations and Maintenance Department. Several vendors were contacted for pricing quotes, but due to supply chain shortages, Lincoln Rent-All & Sales was the only vendor able to provide a quote for the mower. This will replace the 18-year-old Kubota mower that has exceeded the recommended life expectancy.

FY22 Capital Expense

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

**Purchase Report-B – FY22 Purchases**

Recommendation: Board approval for items marked with an asterisk

A. SURS 6% Employer Liability - (SURS Penalty Fund General Institutional)

**State Universities Retirement System (SURS) Champaign IL \$16,237.46\*(1)**

1. The College has received notification from the State Universities Retirement System (SURS) regarding a participant’s earnings exceeding six (6) percent for the previous year. Pursuant to 40 ILCS 5/15(g), if participant’s earnings for any academic year used to determine their final average earnings (FAE), also known as final rate of earnings, exceeds the amount of their earnings for the previous year by more than the percentage allowed under 40 ILCS 5/15-155(g), SURS is required to bill the employer for the present value of the increase of their benefits.

FY22 SURS Penalty Fund

B. Contractual Services – (Other Contractual Services: Human Resources)

**Development Dimensions Intl Bridgeville PA \$26,000.00\*(2)**

2. Development Dimensions International (DDI) provides a proprietary behavioral interviewing system that allows employers to reduce biases in their hiring decisions, increasing the likelihood that selected candidates will not only thrive in their role, but also decrease turnover due to a poor fit. This expense is for a three-year license agreement and by paying it in full, the College is receiving a 20% discount. The three-year license includes the ability for Human Resources to use licensed content, the business driver and competency library provided by DDI.

FY22 Budgeted Expense

**Purchase Report-B – FY22 Purchases**

C. Consulting Services – (Instructional Services Contracts: GEER Grant)

<b>TPGi Clearwater FL</b>	<b>\$55,000.00*(3)</b>
A360 Edina MN	\$51,365.00
Converge Accessibility Vancouver WA	\$81,500.00
Perkins Access Watertown MA	\$152,250.00

3. This expense is for digital accessibility consulting services to be used for the development of a comprehensive, campus-wide roadmap. This work will assist the College in improving accessibility capabilities so that all people with disabilities are full and active participants in all of the College’s digital offerings. The primary objective of this strategic planning is to determine what organizational changes may need to be made in order for Rock Valley College to incorporate digital accessibility into the culture and practice, with targets and timelines identified that are achievable and sustainable for moving digital accessibility efforts forward. A Request for Proposal (RFP# 22-03) was opened on February 22, 2022. Interviews were conducted to determine the respondent that was able to meet the criteria and timeline for this project. The lowest cost submitter was unable to provide all the criteria as outlined in the proposal. It is recommended that the award go to the next lowest bidder, TPGi, who is able to provide all the criteria outlined in the proposal. This project will be funded through the Governor’s Emergency Education Relief fund (GEER).

FY22 Grant Expense

D. Equipment – (Instructional Supplies General: Mechatronics)

<b>Moss Enterprises Johnston IA</b>	<b>\$35,735.00*(4)</b>
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4. This expense is for the purchase of AMATROL Fault Pro Trainers to expand the Mechatronics course training experience to mirror real-world troubleshooting on electric motor controls. These trainers will replace obsolete equipment being retired from the Integrated Systems Technology (IST) program Fault Pro Trainers, which are no longer compatible with the current Windows operating systems. The new trainers will be incorporated immediately into the next offering of the Mechatronics Electrical Systems training courses. They will also support Industrial Maintenance and customized training opportunities. The new trainers will be delivered and integrated onto the existing Electrical Motor Controls trainers in the Advanced Technology Center Flex Lab area. Moss Enterprises is the sole source proprietary vendor of AMATROL equipment in the state of Illinois. Only AMATROL equipment and parts can be used on AMATROL machines.

FY22 Budgeted Expense



**Purchase Report-B – FY22 Purchases**

E. Vans – (Operations & Maintenance Fund – Grounds Maintenance, Other Capital Outlay)

**Morrow Brothers Ford Greenfield IL \$136,500.00\*(5)**

5. This expense is to purchase two (2) Transit Connect Cargo Vans for Distribution Services and three (3) Transit Connect Passenger Vans for the Plant Operations and Maintenance Department. The total cost includes a delivery fee of \$1,600.00 to deliver the vans from their Greenfield, Illinois location. Currently, there is a thirty-two (32) week lead time due to production and demand. This purchase uses the State of Illinois bid pricing.

FY22 Capital Expense

F. Equipment – (Operations & Maintenance Fund – Grounds Maintenance, Other Capital Outlay)

**Scott’s RV Truck & Auto Repair Rockford IL \$9,200.00\*(6)**  
 K-Kap Toppers Rockford IL \$10,045.00  
 Finley Buick GMC Beloit WI \$10,145.00

6. This expense is for the purchase of a 8ft-2in Boss D VXT snow plow with a snow deflector and a Control Dash Kit for the new 2022 F250 Pick-up truck (approved on BR#7903-A) for the Plant Operations and Maintenance Department.

FY22 Capital Expense

G. Equipment – (Operations & Maintenance Fund – Grounds Maintenance, Other Capital Outlay)

**Miller Bradford & Risberg Rockford IL \$91,700.00\*(7)**  
 Casey Equipment Cherry Valley IL \$90,085.00  
 McCann Industries Bolingbrook IL \$92,500.00

7. This expense is for the purchase of a Case 321 Front Loader for the Plant Operations and Maintenance Department. Bid# 22-08 was opened and reviewed for the lowest responsible bidder considering conformity with specifications, terms, quality, serviceability and lead times for delivery. The lowest cost submitter provided a substitute brand front loader with an estimated delivery of November 2022. With global supply chain challenges that could delay that delivery time even further and give cause to unexpected price increases, it is recommended that the award go to the next lowest bidder. Miller-Bradford and Risberg is able to provide the requested Front Loader by the end of April 2022. This will replace the broken Bobcat Loader that was sold last year.

FY22 Capital Expense

**Purchase Report-B – FY22 Purchases**

H. Equipment – (Operations & Maintenance Fund – Grounds Maintenance, Other Capital Outlay)

<b>1<sup>st</sup> Rental and Sales Rockford IL</b>	<b>\$31,922.00*(8)</b>
Midway Industrial Sugar Grove IL	\$26,143.50
Octane Forklifts Denver CO	\$32,027.00

8. This expense is for the purchase of a Toyota forklift or equivalent to be used by the Plant Operations and Maintenance Department at the Advanced Technology Center. Bid# 22-07 was opened and reviewed for the lowest responsible bidder considering conformity with specifications, terms, quality, serviceability and lead times for delivery. The lowest cost submitter provided a substitute brand forklift that not only would be difficult to source repair parts for, but the mast height exceeded the height clearance specified for use at the Advanced Technology Center. It is recommended that the award go to the next lowest bidder, 1<sup>st</sup> Rental and Sales, that was able to meet all the specifications requested and the shortest lead time of 18 to 22 weeks.

FY22 Capital Expense

I. Equipment – (Operations & Maintenance Fund – Grounds Maintenance, Other Capital Outlay)

<b>R.A. Adams McHenry IL</b>	<b>\$11,350.00*(9)</b>
DeKalb County Lifts (DCL) Kingston IL	\$12,507.00
John Deere Rockford IL	\$12,900.00

9. This expense is for the purchase of a 13ft Arctic Light Duty Snow Pusher for the new Case 321 Front End Loader (Bid#22-08) for the Plant Operations and Maintenance Department.

FY22 Capital Expense

J. Equipment – (Operations & Maintenance Fund – Grounds Maintenance, Other Capital Outlay)

<b>Wolter Inc. Rockford IL</b>	<b>\$39,013.00*(10)</b>
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10. This expense is for the purchase of a Doosan Reach Truck to be used for the Logistics/Supply Chain courses taught at the Advanced Technology Center. There was only one bid submittal for Bid# 22-10 and it met all the specified criteria. Lead time is approximately thirty (30) weeks and the vendor will be supplying a comparable reach truck at no cost to the College for use until we take delivery of the Doosan Reach Truck. This expense is being paid for with the Workforce Equity Incentive (WEI) Grant funds.

FY22 Grant Expense

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**Purchase Report-B – FY22 Purchases**

K. Equipment – (Operations & Maintenance Fund – Grounds Maintenance, Other Capital Outlay)

Deleted: Equipment – (Capital Service Equipment: General Institutional)

**Lincoln Rent-All & Sales Rockford IL**

**\$21,229.00\*(11)**

Duplo USA Santa Ana CA \$22,076.00\*(11)

1. This expense is to purchase a Toro Zero Turn Mower for use by the Plant Operations and Maintenance Department. Several vendors were contacted for pricing quotes, but due to supply chain shortages, Lincoln Rent-All & Sales was the only vendor able to provide a quote for the mower. This will replace the 18-year-old Kubota mower that has exceeded the recommended life expectancy.

11. This expense is for the purchase of a Duplo Cutter to replace the existing cutter purchased in April 1991 for Print Services. The existing cutter is a potential hazard and is at the end of its useful life. There was only one bid submittal for Bid# 22-10 and it met all the specified criteria.

FY22 Capital Expense

FY22 Capital Expense

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

**Purchase Report-C – FY22 ATC Addendums**

Recommendation: Board approval for items marked with an asterisk

A. Office Equipment/Furniture – (Office Equipment/Furniture: Advanced Technology Center)

**Atmosphere Commercial Interiors Madison WI \$7,850.00\*(1)**

1. This increase is due to raw material price increases related to supply chain shortages and additional furniture pieces needed to complete the Advanced Technology Center offices once installation began.

Original approved amount: \$121,000.00  
Increase requested: \$7,850.00  
New Total Expenditure: \$128,850.00

FY22 Budgeted Expense  
Original Board Report BR#7797 / PR#761-C

B. Fixtures, Furniture & Equipment – (Office Equipment/Furniture: Advanced Technology Center)

**Belvidere CUSD#100 Belvidere IL \$63,500.00\*(2)**

2. This increase is to pay for additional fees from the Ollmann Ernest Martin (OEM) architect firm for work performed during the Advanced Technology Center (ATC) construction. This work included the addition of the Welding lab and the expansion of the Computerized Numerical Control (CNC) lab and electrical work. This is part of the original agreement between Belvidere School District and Rock Valley College for payment of architect fees for the ATC project.

Original approved amount: \$145,000.00  
First Addendum of A&E fees: \$273,000.00  
Increase requested: \$63,500.00  
New Total Expenditure: \$481,500.00

FY22 Budgeted Expense  
Original Board Report BR#7767-C  
First Addendum Board Report BR#7792-B

\_\_\_\_\_  
Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

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**Purchase Report-C – FY22 ATC Addendum**

Recommendation: Board approval for items marked with an asterisk

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A. Office Equipment/Furniture – (Office Equipment/Furniture: Advanced Technology Center)

**Atmosphere Commercial Interiors Madison WI \$7,850.00\*(1)**

1. This increase is due to raw material price increases related to supply chain shortages and additional furniture pieces needed to complete the Advanced Technology Center offices once installation began.

Original approved amount: \$121,000.00  
Increase requested: \$7,850.00  
New Total Expenditure: \$128,850.00

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FY22 Budgeted Expense  
Original Board Report# BR#7797 / PR#761C

B. Fixtures, Furniture & Equipment – (Office Equipment/Furniture: Advanced Technology Center)

Belvidere CUSD#100 Belvidere IL \$63,500.00\*(2)

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2. This increase is to pay for additional fees from the Ollmann Ernest Martin (OEM) architect firm for work performed during the Advanced Technology Center (ATC) construction. This work included the addition of the Welding lab and the expansion of the Computerized Numerical Control (CNC) lab and electrical work. This is part of the original agreement between Belvidere School District and Rock Valley College for payment of architect fees for the ATC project.

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Original approved amount: \$145,000.00  
First Addendum of A&E fees: \$273,000.00  
Increased requested: \$63,500.00  
New Total Expenditure: \$481,500.00

FY22 Budgeted Expense  
Original Board Report# BR#7767-C  
First Addendum Board Report# BR#7792-B

Howard J. Spearman, Ph.D.  
President

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Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

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**Purchase Report D - FY22 Advanced Technology Center (ATC)****Change Orders**

Recommendation: Board approval for items marked with an asterisk

A. Advanced Technology Center – (Operations & Maintenance Fund: ATC)

**Stenstrom Construction Rockford IL** **\$1,717.00 (1)\***

1. Change Order #78 is for the installation of electrical drop for the large format shear in the welding lab. This expense will be drawn against the construction allowance approved on Board Report#7774/Purchase Report#757-B and will not increase the overall total of the project.

FY22 Budgeted Expense

B. Advanced Technology Center – (Operations & Maintenance Fund: ATC)

**Stenstrom Construction Rockford IL** **\$3,346.00 (2)\***

2. Change Order #79 is for troubleshooting and repairs to the existing Carrier RTU #5. This expense will be drawn against the construction allowance approved on Board Report#7774/Purchase Report#757-B and will not increase the overall total of the project.

FY22 Budgeted Expense

C. Advanced Technology Center – (Operations & Maintenance Fund: ATC)

**Stenstrom Construction Rockford IL** **<\$15,000.00> (3)\***

3. Change Order #80 is a credit for eliminating the JIB crane allowance. This credit will be applied against the construction allowance approved on Board Report#7774/Purchase Report#757-B and will not increase the overall total of the project.

FY22 Budgeted Expense

D. Advanced Technology Center – (Operations & Maintenance Fund: ATC)

**Stenstrom Construction Rockford IL** **<\$643.00> (4)\***

4. Change Order #81 is a credit for door hardware changes. This credit will be applied against the construction allowance approved on Board Report#7774/Purchase Report#757-B and will not increase the overall total of the project.

FY22 Budgeted Expense

**Purchase Report D - FY22 Advanced Technology Center (ATC)****Change Orders**E. Advanced Technology Center – (Operations & Maintenance Fund: ATC)**Stenstrom Construction Rockford IL** <del>\$672.00</del> (5)\*

5. Change Order #82 is a credit to eliminate pavement markings for the Truck Driver Training practice area. This credit will be applied against the construction allowance approved on Board Report#7774/Purchase Report#757-B and will not increase the overall total of the project.

FY22 Budgeted Expense

F. Advanced Technology Center – (Operations & Maintenance Fund: ATC)**Stenstrom Construction Rockford IL** <del>\$1,140.00</del> (6)\*

6. Change Order #83 is a credit eliminate labor for owner provided toilet accessories. This credit will be applied against the construction allowance approved on Board Report#7774/Purchase Report#757-B and will not increase the overall total of the project.

FY22 Budgeted Expense

G. Advanced Technology Center – (Operations & Maintenance Fund: ATC)**Stenstrom Construction Rockford IL** <del>\$12,440.00</del> (7)\*

7. Change Order #84 is a credit for the remaining flooring allowance. This credit will be applied against the construction allowance approved on Board Report#7774/Purchase Report#757-B and will not increase the overall total of the project.

FY22 Budgeted Expense

**Purchase Report D - FY22 Advanced Technology Center (ATC)**

**Change Orders**

H. Advanced Technology Center – (Operations & Maintenance Fund: ATC)

**Stenstrom Construction Rockford IL**

**<\$645.00> (8)\***

8. Change Order #85 is a credit for the eliminating the reinforcement of an existing girder joist along grid line C. This credit will be applied against the construction allowance approved on Board Report#7774/Purchase Report#757-B and will not increase the overall total of the project.

FY22 Budgeted Expense

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees



### Third Addendum OSF Health and Wellness Agreement

**BACKGROUND:** OSF Healthcare System provides medical supplies and services at the RVCare onsite clinic located on the main campus on behalf of participating Rock Valley College health plan employees and their dependents.

The original Agreement was initially entered into effect on January 24, 2017, for an initial term of two years with up to three additional one-year terms. That Agreement expired on January 31, 2019, and with automatic renewals for three years, thereby ending January 31, 2022.

A First Addendum to the original Agreement was entered into effect on October 26, 2018. This First Addendum addressed the identification of the premises for the onsite clinic and for OSF's use of the premises to operate the onsite clinic.

The Second Addendum to the original Agreement was initially entered into effect on February 1, 2020. The Addendum to the original Agreement addressed increased costs associated with the onsite Advanced Practice Practitioner Services (healthcare) and Certified Medical Assistant (CMA).

This Third Addendum replaces the original Agreement term in section 5.1, extending the Agreement for successive one-year terms unless earlier terminated pursuant to section 5.2 of the original Agreement.

No other terms of the original Agreement are adjusted as a result of this Third Addendum

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the Third Addendum of the OSF Health and Wellness Services Agreement. **Attorney Reviewed**

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

Attachment: Third Addendum OSF Health and Wellness Agreement

**THIRD ADDENDUM TO  
HEALTH AND WELLNESS SERVICES AGREEMENT  
BETWEEN  
OSF HEALTHCARE SYSTEM,  
OSF HEALTHCARE SAINT ANTHONY MEDICAL CENTER  
OSF MULTI-SPECIALTY GROUP  
AND  
ROCK VALLEY COLLEGE**

This THIRD ADDENDUM to the HEALTH AND WELLNESS SERVICES AGREEMENT (“**ADDENDUM**”) is entered into as of the date last written below, to be effective February 1, 2022, by and between OSF HEALTHCARE SYSTEM, an Illinois not-for-profit corporation, having its Corporate office in Peoria, Illinois, owner and operator of OSF Healthcare Saint Anthony Medical Center, located and doing business in Rockford, Illinois (“**Hospital**”), OSF MULTI-SPECIALTY GROUP, an Illinois not-for-profit corporation (“**Group**”) (such Hospital and Group collectively hereinafter referred to as “**OSF**”), and ROCK VALLEY COLLEGE (“**RVC**”) (collectively referred to as the “**PARTIES**”).

**PREAMBLE:**

WHEREBY, The PARTIES entered into a HEALTH AND WELLNESS SERVICES AGREEMENT (“**AGREEMENT**”) on January 24, 2017, pursuant to which OSF agreed to: (1) provide consulting services to RVC, (2) provide healthcare services to RVC employees that are Plan Participants, as defined in the AGREEMENT, through an onsite clinic owned by RVC, and (3) other additional services as required by that AGREEMENT;

WHEREBY, The PARTIES acknowledge that the Agreement expired on January 31, 2022, in accordance with the terms of the Agreement. The PARTIES further acknowledge that the PARTIES have, at all times, since the expiration of the Agreement through the date of this ADDENDUM continuously operated in accordance with the terms of the Agreement. The PARTIES further acknowledge that they possess a collection of contemporary documents evidencing the PARTIES intent to continue the AGREEMENT and their course of conduct was consistent with such intent; and

WHEREBY, The PARTIES have agreed to document the continuous operation of the Agreement during such holdover period, and to further amend the terms of the Agreement. Accordingly, the PARTIES have agreed to amend the provisions of the Agreement, and by this ADDENDUM intend to set forth in writing all changes and modifications to the Agreement, which have been agreed upon, pursuant to Section 6.2 of the AGREEMENT.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, and in reliance upon the recitals set forth above and incorporated herein by reference, the parties hereto agree as follows:

A. Term. Section 5.1 of the Agreement is hereby deleted in its entirety and a new Section 5.1 is inserted as follows:

This Agreement shall be effective as of February 1, 2017, for an initial two (2) year term ending January 31, 2019, and shall thereafter renew automatically for successive one (1) years periods, unless earlier terminated pursuant to Section 5.2 hereof.

B. All other terms and provisions as contained within the AGREEMENT are restated herein and incorporated by reference, to the extent not inconsistent herewith.

IN WITNESS WHEREOF, the parties have hereto executed this ADDENDUM in multiple originals as of the date last written below.

HOSPITAL:

OSF HEALTHCARE SYSTEM, an Illinois not-for-profit corporation, owners and operator of OSF Healthcare Saint Anthony Medical Center

By: \_\_\_\_\_

Its: \_\_\_\_\_

Dated: \_\_\_\_\_

GROUP:

OSF MULTI-SPECIALTY GROUP an Illinois not-for-profit corporation

By: \_\_\_\_\_

Its: \_\_\_\_\_

Dated: \_\_\_\_\_

RVC:

ROCK VALLEY COLLEGE, an Illinois body politic

By: \_\_\_\_\_

Its: \_\_\_\_\_

Dated: \_\_\_\_\_

**Authorization Not to Add Football as a National Junior College  
Athletic Association (NJCAA) Intercollegiate Sport**

**BACKGROUND:**

On May 1, 2009, the Rock Valley College Board of Trustees voted to eliminate Men's Football from the list of intercollegiate sports offered. Recently, the Student Affairs Division and the Athletic Department were asked to review, consider, and make a recommendation regarding reinstating a Men's Football program.

Currently, the National Junior College Athletic Association offers Division I and Division III Football programs. Division III consists of 13 programs nationally, with only one program in the state of Illinois. Division I consists of 41 programs nationally and no programs in the state of Illinois. Division I would require scholarships to include full tuition, fees, books, and housing.

The addition of Men's Football would require the addition of several women's sports programs in order to remain compliant with Federal Title IX regulations, which require the number of participants in men's and women's sports programs to be "substantially equal."

The initial investment cost to reinstate a football program, including facilities improvements, staffing and equipment costs, is estimated to range from \$2.3 million to \$3.8 million with an annual operating cost estimated at \$594,000. Annual revenue from tuition, sponsorships and ticket sales is estimated at \$319,000, thereby creating a significant deficit for the College. The additional cost of adding the required new women's programs has not been calculated.

**RECOMMENDATION:**

It is recommended by the Administration to the Board of Trustees that effective March 22, 2022, a men's football program shall not be reinstated as one of the intercollegiate sports offered at Rock Valley College.

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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

None.

### A. DEPARTURES

Jacqueline Moss, full-time Faculty, Allied Health, retiring, effective May 31, 2022.

Gina Caronna, full-time, ADM, Associate Vice President of Early College & Technical Programs, resigning effective March 18, 2022.

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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**

No Report.

**A. DEPARTURES**

Jacqueline Moss, full-time Faculty, Allied Health, retiring, effective May 31, 2022.

Gina Caronna, full-time, ADM, Associate Vice President of Early College & Technical Programs, resigning effective March 18, 2022.

\_\_\_\_\_  
Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

**Deleted:** \_\_\_\_\_ Director of Human Resources, full-time with benefits, exempt, grade \_\_, \$ \_\_\_\_\_ prorated for the balance of the calendar year, effective \_\_\_\_\_ 2022.¶  
¶ \_\_\_\_\_ Director of Development and Alumni Relations, full-time with benefits, exempt, grade \_\_, \$ \_\_\_\_\_ prorated for the balance of the calendar year, effective \_\_\_\_\_ 2022.

**CLOSED SESSION MINUTES THROUGH FEBRUARY 2022**

**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 approve the following:

**Recommendation:**

1. That the minutes of the closed session meetings of July 12, 2021 through February 22, 2022 shall be approved.
2. That the need for confidentiality still exists for the closed meeting minutes for the period of July 12, 2021 through February 22, 2022.
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 exist.



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Joseph J. Perkoski  
Board Attorney

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

**Student Trustee Report**  
**Evelyn Molina—Student Trustee**  
**March 22, 2022**  
**Regular Board of Trustees Meeting**

A year ago this month, I had just submitted my application for the Student Trustee position that my professor had encouraged me to apply for. Now, a year later, I am delivering my 11<sup>th</sup> report.

I have been looking forward to the month of March for many reasons, and not just because of Spring Break, which ran from March 5<sup>th</sup> to March 12<sup>th</sup>. Returning from break, SGA launched their very special recruitment event on March 15<sup>th</sup>, handing out snacks, merchandise, and flyers made specifically to spark interest in students and give them a place to meet their student representatives.

On March 18<sup>th</sup>, I had the privilege of volunteering at the 8<sup>th</sup> Annual “Sister to Sister” Leadership Conference held at Rock Valley College’s Stenstrom Center. The goal of the conference is “Inspiring young women to believe in themselves and know that they are strong enough to overcome any obstacle, past, present, and future, with the acknowledgement of their own self-worth.” Young female students from the attending schools had the opportunity to attend workshops led by Rock Valley College faculty and staff, as well as strong female leaders from our area. It was an amazing opportunity to listen in on the experience of these incredible women. I felt very inspired as a spectator, and I imagine that these young girls felt it as well.

And finally, for the most exciting news, in my opinion, SGA has been gifted the opportunity to attend the American Student Government Association Spring Summit on March 26<sup>th</sup> and 27<sup>th</sup> in Orlando, Florida. I, alongside two of our wonderful advisors and four other students, will be travelling to Orlando March 24<sup>th</sup> to spend Friday through Sunday in Florida. We have been planning this trip since January and are ready to learn about how to improve our SGA. The summit is advertised to be 16 hours of intense practical help, research, and advice on how to improve our club as well as how to be more influential on our campus. A few of the sessions that I am most intrigued by are “13 Steps to a Super Student Government,” “Leadership Reloaded: Skills for Effective SG Members” and the roundtables with those of our same position. We are very excited to use this opportunity to better our club especially as we gain new members. We hope to come back and share about this amazing experience with you.



**Rock Valley College Board of Trustees  
Freedom of Information Act Report  
2/15/2022 – 3/15/2022**

3/2/2022	587	David Johnson	For the fiscal years 2010 to present, annual legal fees paid to the firm of Robbins- Schwartz for the matter of Freedom of Information Act (FOIA) requests to Rock Valley College.	Completed 3/9/2022  Approved in full
3/10/2022	588	Mandy Dorman	I write to request access to and a copy of a listing of all Rock Valley College full time employees' first, middle and last names, including their title/position, email address, date of hire and building/office location. Please provide this information in an electronic format such as Excel or .csv to <a href="mailto:mandy@dorman-bell.com">mandy@dorman-bell.com</a> .	Due 3/17/2022  In progress