

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

ROCK VALLEY COLLEGE BOARD OF TRUSTEES REGULAR MEETING

5:15 p.m., August 23, 2022

MINUTES

On August 19, 2022, Governor Pritzker issued the 33rd 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 Board of Trustees meeting is provided via teleconference online via <https://rockvalleycollege-edu.zoom.us/j/98179917908?pwd=NE1yL0t1ZkZYWnJ4VGJUN0owSjU4dz09>, or by phone at 312-626-6799 using Meeting ID 981 7991 7908; Passcode: 442711. 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 August 23, 2022. Public comments 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, August 23, 2022. Board Chair Jarid Funderburg called the meeting to order at 5:15 p.m.

Roll Call

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

Mr. Jarid Funderburg	Ms. Gloria Cudia
Mr. Bob Trojan	Mr. Paul Gorski
Ms. Lynn Kearney	Student Trustee Ryan Russell
Mr. John Nelson.	

The following trustee was absent: Ms. Crystal Soltow.

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; Dr. Hansen Stewart, Vice President Industry Partnerships and Community Engagement; Ms. Jennifer Thompson, Executive Director College Communications; Ms. Ann Kerwitz, Assistant to the President; Ms. Kris Fuchs, Assistant to the President; Attorney Christopher Gorman, Robbins Schwartz.

Communications and Petitions (Public Comment)

No public comments were received.

Recognition of Visitors

President Dr. Howard Spearman introduced Ms. Betsy Saucedo, new interim assistant to the president, who will be taking Kris Fuchs's role. Ms. Saucedo is an RVC alum and has experience working at the College as well as in the banking industry.

General Presentations

There were no general presentations.

Closed Session

Board Chair Funderburg announced that a closed session would be held at the end of the meeting.

Approval of Minutes

A motion was made by Trustee Nelson, seconded by Trustee Kearney, to approve the minutes of the July 12, 2022 Committee of the Whole meeting, and the July 26, 2022 Regular meeting.

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

Action Items

1. BR 7971 – 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 July 1, 2022 to July 31, 2022. The total is \$2,582,130.39.

A motion was made by Trustee Trojan, seconded by Trustee Cudia, to approve Board Report 7971.

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

2a. BR 7972-A – Purchase Report-A – FY23 Blanket Purchase Orders

The Board Report reads in part: It is recommended that the Board of Trustees approve the marked items for purchase on Board Report 7972-A, Purchase Report-A.

\$ 10,000.00 A. La Bamba Radio, Rockford, IL

A motion was made by Trustee Gorski, seconded by Trustee Kearney, to approve Board Report 7972-A.

Vice President Ellen Olson confirmed that no changes have been made since the August 9 Committee of the Whole meeting.

The motion was approved by unanimous roll call vote.

3. BR 7973 – Appointment of Primary Bank Depository Recommendation

The Board Report reads in part: It is recommended that the Board of Trustees appoints Illinois Bank & Trust as the College's primary bank depository effective September 1, 2022.

A motion was made by Trustee Trojan, seconded by Trustee Gorski, to approve Board Report 7973.

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

4. BR 7974 – 2022-2023 Linking Talent with Opportunity Memorandum of Understanding Between Rockford Public School District #205 and Rock Valley College

The Board Report reads in part: It is recommended that the Board of Trustees approves the Linking Talent with Opportunity Memorandum of Understanding between Rock Valley College and Rockford Public School District #205, beginning upon signature and ending June 30, 2023.

A motion was made by Trustee Gorski, seconded by Trustee Nelson, to approve Board Report 7974.

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

5. BR 7975 – 2022-2023 Senior Semester Program Intergovernmental Agreement with Rockford Public School District #205

The Board Report reads in part: It is recommended that the Board of Trustees approves the Senior Semester Intergovernmental Agreement with Rockford Public School District #205 effective upon signature for classes beginning January 2023. Said agreement shall expire on June 30, 2023.

A motion was made by Trustee Gorski, seconded by Trustee Nelson, to approve Board Report 7975.

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

6. BR 7976 – Calling Election for Members of the Board of Trustees

The Board Report reads in part: It is recommended that the Board of Trustees shall call an election for members of the Community College Board to be held Tuesday, April 4, 2023, to elect two board members for a term of six years each. The Board of Trustees also appoints the Chief Financial Officer and staff as the Board's designated representative to receive the statements of candidacy, nominating petitions, and election results from the various local election authorities and to transmit the results to the Board of Trustees within the time permitted by law (110 ILCS 805/3-7, 10).

Statements of candidacy and nominating petitions shall be filed in the Financial Services office in the Support Services Building at Rock Valley College, 3301 N. Mulford Road, Rockford, Illinois, between the hours of 8:30 a.m. and 4:30 p.m. CST each day except Saturdays, Sundays, and legal holidays beginning on December 12, 2022 and ending December 19, 2022.

Names of the candidates shall be submitted to the voters in the order determined by the applicable provisions of the Illinois Election Code. NOTE: Filing dates were provided verbally by the Illinois State Board of Elections pending publication of the 2023 Candidate's Guide.

A motion was made by Trustee Gorski, seconded by Trustee Nelson, to approve Board Report 7976.

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

7. BR 7977 – Personnel Report

The Board Report reads in part: It is recommended that the Board of Trustees approves the personnel actions outlined in the report.

A motion was made by Trustee Gorski, seconded by Trustee Cudia, to approve Board Report 7977.

Trustee Gorski reminded those attending the meeting that full discussion of the topics voted upon at the Regular meetings can be heard at the Committee of the Whole meetings held the second Tuesday of each month.

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 Dr. Howard Spearman provided highlights of his recent activities including:

- August began with an ice cream social under the Starlight Theatre tent. This was coordinated by V.P. Jim Handley's team in appreciation of the hard work of employees who focused on student success over the summer.
- RVC's presence at the Boone County Fair was coordinated by Dr. Peyer's Student Affairs team.
- The ATC Community Open House was a great success with more than 500 visitors. Special thanks to Brittany Freiberg who secured community sponsorships from Blue Cross Blue Shield and General Mills. We are thankful for their generosity.
- Dr. Spearman will attend the General Mills and Scannell Properties groundbreaking ceremony in Belvidere on August 25.
- The end of August marks the completion of his second year and September 1 as the beginning of his third year as president of RVC.
- Trustees are invited to attend the Professional Development Day to be held on Tuesday, September 6 in person in the PEC.

2. Leadership

- Vice President Heather Snider provided an enrollment update, noting that fall enrollment is 500 credits over goal and enrollment for fall will be locked in as of August 29. The enrollment increase was attributed to the hard work of Dr. Peyer's team, marketing, the opening of the ATC; Early College dual credit enrollment; the availability of late starting classes; and the energy generated by more people on campus. In addition, the College has secured a grant for \$13,800 to be used for general operating for Starlight Theatre, an increase of \$1,000 from last year. Snider also thanked Ms. Brittany Freiberg of the RVC Foundation for applying for the grant.
 - Trustee Trojan noted that he would like to see a three-year breakdown by discipline to see how the NIU engineering, Advanced Technology Center, healthcare programs, and aviation maintenance enrollments are trending.
 - Ms. Snider will research the best method to report these findings and suggested that perhaps they could be added to the Student Profile.
 - As a reminder, an enrollment report for the high school dual credit programs will be presented at the September Committee of the Whole.
- Dr. Peyer reported that enrollment will be verified by instructors beginning tomorrow to lock in the enrollment report, but he anticipates some withdrawals. Also, this is Welcome Week for students with many activities taking place. Athletics began Division II competition this fall, and last week the volleyball team logged the College's first victory in Division II. Dr. Peyer added that the new golf team is currently all male, but the coach is working on recruiting plans for women.
- Dr. Amanda Smith commented that she is glad to see students and faculty back on campus. The Medical Assistant program and General Education Core Curriculum have been approved by ICCB.
- Chief Financial Officer Ellen Olson announced that for the 15th consecutive year the College has received the Certificate of Achievement for Excellence in Financial Reporting (CAFR) from the Government Finance Officers Association of the United States and Canada (GFOA), the highest form of recognition. Ms. Olson thanked members of the Financial Services Department for their hard work achieving this important award. Ms. Olson also reminded trustees to complete SAS99 fraud risk form and send it to Sikich as soon as possible so the audit can be completed. Olson also confirmed that a press release regarding this award will be forthcoming.
- Mr. Rick Jenks provided an update on the sink hole and stairs outside the ERC. The College has received the go-ahead from the Capital Development Board (CDB) to explore further, as it has been determined that the next steps will be to remove the stairs, dig to find the broken pipe and repair it, repour gravel, add snow melt. Due to supply chain issues, delivery of the snow melt is unknown, so the stairs will be replaced when the snow melt is received. Although the CDB will expense the cost through the project, it is possible that additional damage will be discovered when the steps are removed. The College's insurance company has been notified of the situation. Mr. Jenks assured trustees that the ramp on the CLI side has been removed and replaced and the ramp in the front of the building is available too. Appropriate signage has been erected and everything possible has been done in consideration of those who are disabled or handicapped. Jenks added that the timeline is frustrating, but the College is obligated to follow the CDB process, which is much slower than the College's.

3. ICCTA Report (Illinois Community College Trustees Association)

Trustee Nelson reported that the next meeting will be held September 9-10, and he will have a report at the next meeting.

4. Trustee Comments

- Trustee Gorski commented that he has forwarded to trustees a copy of the letter he sent to local media regarding the great turnout at the ATC Community Open House held Saturday, August 20. See Exhibit A attached hereto.
- Trustee Cudia thanked everyone for all of the good things going on at RVC. It shows great teamwork, as she has been hearing lots of good news about the College in the community.
- Trustee Nelson commented that he attended the ATC Community Open House, and it was very nicely done by a well-prepared staff. He added a special shoutout to Trustee Soltow who was there during the entire event guiding participants in her obstacle course.
- Trustee Trojan commented that the decision to move the ATC Community Open House inside was a wise one, as having everyone in close proximity made the place hum. There were activities for young children who not only had fun but were exposed to equipment and programs offered in the ATC, which may entice them to return some day as students.
- Trustee Kearney commented that she was excited to be back and to see the positive direction of the College, especially the increased enrollment.
- Board Chair Funderburg commented that he was happy to have Trustee Kearney back. He also welcomed Betsy Saucedo, new interim assistant to the president.

5. Student Trustee Report

Student Trustee Ryan Russell reported on student activities including Welcome Week events and Student Life Leadership training. Campus is busy and it's difficult to find a good parking spot. He met with the Student Government Association (SGA) this week, as they are looking to expand. A joint career fair with Rockford University will be held September 7 in the PEC.

6. RVC Foundation Liaison Report

Trustee Trojan reported that there was no meeting this month of the Foundation board. He thanked BlueCross BlueShield and General Mills for sponsoring the ATC Community Open House held last Saturday. In September, RVC students will have a second chance to apply for scholarships, with a total of \$425,000 available this year.

7. Freedom of Information Act (FOIA) Report

No Freedom of Information Act (FOIA) requests were received for the period from July 15, 2022 to August 15, 2022.

Closed Session

At 6:01 p.m., a motion was made by Trustee Trojan, seconded by Trustee Gorski, to adjourn to closed session to discuss: 1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting per Section 2 (c) (1); and/or 2) Collective negotiating matters per Section 2 (c) (2); 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.

The motion was approved by unanimous roll call vote.

Reconvene Open Session

At 6:01 p.m., a motion was made by Trustee Gorski, seconded by Trustee Nelson, to adjourn the closed session and return to open session. The motion was approved by unanimous roll call vote.

Next Meeting

The next Committee of the Whole meeting will be held on Tuesday, September 13, 2022 at 5:15 p.m. The meeting will be held **in person** in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center on the main campus.

The next Regular meeting will be held on Tuesday, September 27, 2022 at 5:15 p.m. The meeting will be held **in person** in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center on the main campus.

Adjournment

At 6:40 p.m., a motion was made by Trustee Trojan, seconded by Trustee Nelson, to adjourn the meeting. The motion was approved by unanimous roll call vote.

Submitted by Ann Kerwitz.


Robert Trojan, Secretary


Jarid Funderburg, Chairperson

Attachment: Exhibit A

EXHIBIT A
To Trustee Comments
Minutes of Rock Valley College Board of Trustees Meeting
August 23, 2022

Paul Gorski
Trustee Comments
Tuesday, August 23, 2022

Editor and residents of the Rock Valley College district:

I thank Rock Valley College staff and local residents for the great turnout for the open house at RVC's Advanced Technology Center in Belvidere on Saturday, August 20th.

I saw familiar faces from Rockford, Belvidere and other communities as staff gave tours and visitors participated in various activities. The turnout was so good they ran out of free food and ice cream tickets a half hour before the event ended. More tickets next time!

Not only was the open house popular, but so is the training there. While many classes are full, there are still openings in a few classes. In addition, there are still opportunities for free ATC class tuition waivers. Contact the college for more information regarding courses and financial aid.

Again, I thank the residents of the district, staff, faculty and the administration for the great turnout and response to the recent RVC Advanced Technology Center open house.

Sincerely,
Paul Gorski
Rock Valley College Trustee