

## Study Session

The Meeting of the Board of Trustees of Community College District No. 511, Winnebago, Boone, DeKalb, McHenry, Ogle, and Stephenson Counties, Illinois, convened in the Woodward Technology Center Room 141/142 on the main campus on Tuesday, February 24, 2009 at 5:15 p.m. Chairperson Ted Biondo called the meeting to order.

### Roll Call

The following members of the Board were present:

Mr. Mike Olson	Ms. Katherine Kelley
Mr. Ted Biondo	Dr. Stephanie Raach
Mr. Ken Nelson	Mr. Randy Schaefer
Ms. Chris Beck	Ms. Michaela Perdue

Also present: Dr. Jack Becherer, President; Ms. Suzanne Berger, Vice President of Institutional Advancement and Executive Vice President of RVC Foundation; Ms. Amy Diaz, Associate Vice President of Student Development; Ms. Ann Kerwitz, Assistant to the President; Mr. Chuck Martin, Managing Director of Human Resources; Mr. Mike Mastroianni, Associate Vice President of Outreach and Planning; Dr. Diane Nyhammer, Vice President of Academic Affairs; Mr. Sam Overton, Jr., Vice President of Administrative Services; Mr. Greg Wear, Dean of the College; Mr. Peter Kostantacos, college attorney.

Dr. Jack Becherer opened the meeting with a review of the proposed FY10 Key College Initiatives and how they relate to a proposed tuition increase. These initiatives were developed by the Leadership Team and have been presented to faculty, students and staff at various venues. Discussion followed on the proposed tuition increase.

### Recess

The Study Session recessed at 6:05 p.m.

### Regular Meeting

At 6:13 p.m., February 24, 2009 Chairperson Ted Biondo called the regular meeting to order in WTC room 117/119/121.

### Roll Call

The following members of the Board were present:

Mr. Mike Olson	Ms. Katherine Kelley
Mr. Ted Biondo	Dr. Stephanie Raach
Mr. Ken Nelson	Mr. Randy Schaefer
Ms. Chris Beck	Ms. Michaela Perdue

Also in attendance: Dr. Jack Becherer, President; Ms. Suzanne Berger, Vice President of Institutional Advancement and Executive Vice President of RVC Foundation; Ms. Amy Diaz, Associate Vice President of Student Development; Ms. Ann Kerwitz, Assistant to the President; Mr. Chuck Martin,

Managing Director of Human Resources; Mr. Mike Mastroianni, Associate Vice President of Outreach and Planning; Dr. Diane Nyhammer, Vice President of Academic Affairs; Mr. Sam Overton, Jr., Vice President of Administrative Services; Mr. Greg Wear, Dean of the College; Mr. Pete Kostantacos, college attorney.

## Minutes

A motion was made by Mr. Mike Olson and seconded by Mr. Randy Schaefer to approve the minutes of January 13, 2009. The minutes were approved by unanimous voice vote.

A motion was made by Mr. Randy Schaefer and seconded by Mr. Mike Olson to approve the minutes of January 27, 2009. The minutes were approved by unanimous voice vote.

## Communications and Petitions

There were no communications or petitions.

## Recognition of Visitors

Mr. Sam Grinnell and Mr. Jon Olson, students at Rock Valley College, spoke against the proposed tuition increase.

Mr. Greg Wear introduced Dr. Mark Maneval, new Associate Dean of Fitness, Wellness and Sport, and welcomed him to Rock Valley College.

## General Presentations

Ms. Cyndi Stonesifer presented a summary of the Direct Loan (DL) program which allows students to borrow educational dollars directly from the Department of Education instead of through other lenders such as banks. The RVC staff has investigated the Direct Loan program and recommends that it be adopted for FY10 processing. Ms. Stonesifer also distributed copies of the new Student Loan Code of Conduct.

## Reports

### Vital Signs

Vital signs information for payroll, healthcare costs, cash and the PEC remodel project were submitted as presented.

### **President's Reports**

#### BR #6576 – Claims Sheet #640

It was recommended that the Board of Trustees approve the claims sheet from Datatel® dated February 2, 2009, totaling \$2,100,715.47

Listing of Checks over \$10,000:

1.	\$	13,425.36	Critical Systems Services
2.	\$	10,920.00	Ikon Office Solutions
3.	\$	18,622.97	Ron Carlson Electric
4.	\$	37,195.40	Bank America
5.	\$	56,905.65	Constellation New Energy
6.	\$	18,423.10	Constellation New Energy - Gas Division
7.	\$	15,000.00	Datatel
8.	\$	86,451.50	Johnson Controls
9.	\$	10,717.28	Constellation New Energy
10.	\$	10,249.00	Draeger Medical
11.	\$	34,640.15	HMO Illinois
12.	\$	15,961.95	Johnson Controls
13.	\$	15,224.00	Pratt Partition Corp.
14.	\$	18,777.08	Saavedra Gehlhausen
15.	\$	1,141,554.71	Sjostrom Sons
16.	\$	25,000.00	Pitney Bowes
17.	\$	14,808.81	City Rockford
18.	\$	11,440.42	Ikon Office Solutions
19.	\$	37,670.51	KIMCO
20.	\$	12,262.25	National Safety Council
21.	\$	19,320.51	Robbins, Schwartz, Nicholas

\$1,624,570.65

BR #6576, Claims Sheet #640 was approved by unanimous roll call vote on a motion by Mr. Mike Olson, seconded by Mr. Ken Nelson.

BR #6577 – Purchase Report #618

It is recommended that the Board of Trustees approve the marked items for purchase.

\$ 163,435.50	A.	Target Commercial Interiors, Rockford, IL
\$ 50,000.00	B.	ESSFA AC LLC, Overland Park, KS
\$ 25,800.00	C.	Softley, Rockford, IL
\$ 14,235.00	D.	R & H Theatricals, New York, NY
\$ 10,000.00	E.	Vadar Production Inc., Fort Lauderdale, FL
\$ 10,000.00	F.	Sound Investments Audio Inc., Chicago, IL
\$ 57,918.00	G.	ITG Solutions, Homewood, IL
\$ 34,900.00	H.	Stenstrom, Rockford, IL
\$ 231,000.00	I.	Stenstrom, Rockford, IL
\$ 11,208.36	J.	Greater Rockford Airport Authority, Rockford, IL (Addendum to Purchase Order B04774)
\$ 10,000.00	K.	Illinois Department of Employment Security, Chicago, IL (Addendum to Purchase Order B04756)
\$ 25,000.00	L.	Saavedra Gehlhausen, Rockford, IL (Addendum to Purchase Order B04819)

\$	0.00	M.	Sjostrom and Sons, Rockford, IL. (Addendum to Purchase Order B4544) Project is not completed.
\$	30,000.00	N.	Ron Carlson Electric, Rockford, IL (Addendum to Purchase Order B04440)
			\$ 673,496.86

Mr. Mike Mastroianni explained that item D, \$14,235.00 to R & H Theatricals, is in addition to the Starlight Theater budget and was mistakenly omitted from the Starlight budget report presented to the Board in December 2008.

Approved by unanimous roll call vote on a motion by Mr. Randy Schaefer seconded by Mr. Mike Olson.

#### BR #6578– Personnel Report #606

It is recommended that the Board of Trustees acknowledge the items of personnel as presented.

It was noted that the Board of Trustees does not need to approve tenure recommendations, as this is the president's responsibility.

The report was acknowledged and entered into the record.

#### BR #6579 – Stenstrom Center for Career Education (SCCE) 2009 Renovations

It is recommended that the Board of Trustees approve the use of \$990,788 from the RVC 2002 and/or 2008 Bond funds for the new Science Labs, Science Storage, Lab Technicians, 2<sup>nd</sup> Computer Lab, Faculty, Adjunct and Academic Support offices and relocating Traffic Safety, Foster Care & Adult Ed offices.

Mr. Sam Overton confirmed that numbers in the report are estimates, not bids. Trustee Kelley commented that providing architect estimates in advance may affect the bid process.

The report was approved by unanimous roll call vote on a motion by Mr. Mike Olson, seconded by Mr. Randy Schaefer.

#### BR #6580 – Classroom Building III, Conceptual Design

It is recommended that the Board of Trustees authorize Saavedra Gehlhausen Architects to proceed with the Programming and Conceptual Design Phase for Classroom Building III at a cost not to exceed \$125,000, to be paid from RVC Bond funds (capital). The tasks to be performed in this phase will be:

1. Focus group meetings with various Academic disciplines, Associate Deans, Academic Affairs and Facilities Planning to review instructional programming, infrastructure, building design, external building needs and other issues with user groups and adjust as necessary.
2. Develop a conceptual design scheme(s) and associated cost estimates, coordinated with requirements from consultants (MEP, Civil, Structural) to provide multi-floor roughly an 80,000 gross square foot facility. Facilities Master Plan estimated fully-loaded cost at \$27,000,000 to \$30,000,000.
3. Review conceptual design scheme(s) with user groups, including faculty, students, administration and the College community.
4. Develop final report for presentation at the May 26, 2009 Board of Trustees meeting.

In response to several questions, Mr. Sam Overton briefly explained the bidding process. Although RVC is currently using the architect of record, conceptual bids can be obtained if the Board desires, but will delay the process about 90 days. The urgent time factor is due to funding that may become available as a result of the Obama Administration's Stimulus legislation.

Mr. Ken Nelson requested that Mr. Overton explain the bidding/building process in more detail at the March 10 Committee Board meeting. Since the majority of trustees have not been involved in college building construction, Dr. Jack Becherer suggested that all Board members would benefit from Mr. Overton's presentation, and recommended that the normal committee meeting format be changed to accommodate Mr. Nelson's request.

The report was approved by unanimous roll call vote on a motion made by Mr. Mike Olson, seconded by Dr. Stephanie Raach.

#### BR #6581 – FY 10 Proposed Tuition Increase

To maintain the current quality of learning environment for students, it is recommended that the Board of Trustees approve a \$5.00 per credit hour tuition increase from \$66.00 per credit hour to \$71.00 per credit hour, with the \$5.00 Technology Fee and the \$3.00 Student Activity Fee remaining the same. Total tuition and universal fees beginning the Interim I Session, summer 2009 will be \$76.00 per credit hour.

A motion was made by Mr. Ken Nelson, seconded by Mr. Mike Olson to approve a \$5.00 tuition increase for FY10.

Mr. Randy Schaefer voiced his support, noting a tuition increase will continue the positive expansion of the college as it moves to meet the needs of the community.

Ms. Kathy Kelley indicated she was against the increase due to local economic conditions and high unemployment.

Mr. Ted Biondo stated that funding for the proposed FY10 initiatives should come from surplus funds, and recommended waiting a year to assess local economic conditions before addressing the issue again.

Mr. Mike Olson stated that although he is in favor of the proposed FY10 Initiatives, he feels that during economic crisis, the college should not be making it more difficult for students to attend school.

Dr. Stephanie Raach agreed that the proposed FY10 Initiatives are very important and applauds the Leadership Team for their hard work, but surplus funds should be used first. She also expressed concern that results of the recent Strategic Enrollment Management Plan haven't been fully analyzed.

On roll call vote to approve:

Ms. Chris Beck voted yes

Mr. Ken Nelson voted yes

Mr. Randall J. Schaefer voted yes

Dr. Stephanie Raach voted no

Mr. Ted Biondo voted no

Ms. Katherine Kelley voted no

Mr. Mike Olson voted no

The motion failed on a vote of 4-3.

#### BR #6582 – Community College Educational Agreement

Dr. Becherer explained that this agreement does not require Board approval and is presented as a point of information. No vote was taken. Ms. Amy Diaz explained that the agreement allows more student participation through the updated co-operative agreement.

## **Attorney's Report**

AR # 224 – Resolution for Intergovernmental Agency Agreement with Illinois Department of Natural Resources (IDNR)

On a motion by Mr. Randy Schaefer, seconded by Mr. Mike Olson, the Resolution was approved by unanimous roll call vote.

AR # 225 – Resolution Authorizing Application for Additional Funds for Protection, Health or Safety (Life Safety) (Entrance Doors, Security System Upgrade)

On a motion by Mr. Mike Olson seconded by Mr. Randy Schaefer, the Resolution was approved by unanimous roll call vote.

AR # 226 – Resolution Authorizing Application to the Illinois Community College Board for Approval of Locally Funded Capital Projects (ERC Music Practice Rooms & Office Remodeling)

On a motion by Mr. Randy Schaefer, seconded by Mr. Mike Olson, the Resolution was approved by unanimous roll call vote.

## **ICCTA Report**

There was no ICCTA report.

## **Student Trustee Report**

Ms. Michaela Perdue reviewed her written report outlining current and upcoming campus events. She will be attending the ICCB-SAC meeting in Oak Brook, IL on March 13-14.

## **Board Committee Reports**

There were no Board committee reports.

## **Unfinished Business**

There was no unfinished business.

## **New Business**

There was no new business.

## **Trustee Comments**

There were no trustee comments.

## **President's Comments**

Dr. Jack Becherer made the following comments:

- Encouraged trustees to consider attending the ICCTA meeting to be held March 13-14 in Oak Brook, Illinois.
- Invited trustees to attend the RVC Foundation's Starry, Starry Night fund-raising event to be held Friday, March 13 at Giovanni's.
- Confirmed that Dr. Diane Nyhammer and Mr. Greg Wear continue working on the Aviation program. Dr. Becherer is continuing discussions to schedule a joint meeting with the Airport Board, perhaps in April.

- Announced that he has been named winner of the Shirley B. Gordon Award of Distinction by Phi Theta Kappa (PTK) and thanked the RVC chapter for nominating him for the award. He will be presented the award at the Phi Theta Kappa International Convention in Dallas, TX in April.

### **Announcements from President's Leadership Team**

Dr. Diane Nyhammer announced the following:

- Associate Professor Lori Alfe is again coordinating the Paul Simon Essay Contest. The winner will receive \$350, while two runners-up will each receive \$150. This year's theme is "How My Community College Has Changed My Life."
- Trustees are invited to attend the next First Tuesday Lecture to be held at 6:00 p.m. on March 3 in the Student Center Atrium. Philosophy instructor Chris Kramer's topic will be "The Philosophy of Humor: Man's Laughter."
- The RVC Juried High School Art Exhibition will be held in the Estelle M. Black Library from March 4-31, with the opening reception to be held March 4 from 4:30 p.m. to 6:00 p.m.

Mr. Greg Wear announced that Engineering Week activities were well attended and generated a lot of excitement and interest in the college's engineering programs.

Ms. Amy Diaz reminded the Board that open registration begins Monday, March 2 for Summer Sessions I, II, and III.

Adjourn to Closed Session

Reconvene Open Session

Possible Action Items as a Result of Closed Session

Next Meeting

The next Committee Meeting will be held March 10, 2009 at 5:15 p.m. in WTC room 141/142. The next Regular Meeting will be held March 24, 2009 with a Study Session at 5:15 p.m. in WTC 141/142 and the Regular Meeting at 6:00 p.m. in WTC 117/119/121.

Adjournment

On a motion by Mr. Mike Olson, seconded by Dr. Stephanie Raach, and unanimous voice vote, the meeting was adjourned at 7:10 p.m.

Submitted by Ann Kerwitz

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Ms. Katherine Kelley, Secretary

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Mr. Ted Biondo, Chair