

Study Session

The Meeting of the Board of Trustees of Community College District No. 511, Winnebago, Boone, DeKalb, McHenry, Stephenson and Ogle Counties, Illinois, convened in room 141/142 of the Woodward Technology Center (WTC) on the main campus on Tuesday, July 28, 2009 at 5:15 p.m. Chairperson Ken Nelson called the meeting to order.

Roll Call

The following members of the Board were present:

Mr. Mike Olson	Ms. Katherine Kelley
Mr. Ken Nelson	Dr. Stephanie Raach
Ms. Chris Beck	Mr. Ted Biondo
Mr. Randy Schaefer	Ms. Gloria Wiekert, student trustee

Also in attendance: Dr. Jack Becherer, President; Dr. Diane Nyhammer, Vice President of Academic Affairs; Ms. Ann Kerwitz, Assistant to the President.

Chair Ken Nelson asked Dr. Jack Becherer to review a letter from the Rockford Ministers' Fellowship asking to meet with Mr. Nelson and other trustees to discuss how to partner with the college to assist African-American men in our community. Following discussion, trustees agreed that Dr. Jack Becherer, Mr. Ted Biondo and Ms. Kathy Kelley will join Mr. Nelson at the meeting.

Dr. Jack Becherer updated the Board on his ongoing discussions with community leaders regarding the role of football and other sports at the college.

Recess

On a motion by Mr. Mike Olson, seconded by Mr. Ted Biondo, the Study Session recessed at 6:07 p.m.

Regular Meeting

At 6:15 p.m., July 28, 2009 Chairperson Ken Nelson called the regular meeting to order in room 117-121 in the Woodward Technology Center (WTC).

Roll Call

The following members of the Board were present:

Mr. Mike Olson	Ms. Katherine Kelley
Mr. Ken Nelson	Dr. Stephanie Raach
Ms. Chris Beck	Mr. Ted Biondo
Mr. Randy Schaefer	Ms. Gloria Wiekert, student trustee

Also in attendance: Dr. Jack Becherer, President; Ms. Suzanne Berger, Vice President of Institutional Advancement and Executive Vice President of RVC Foundation; Dr. Diane Nyhammer, Vice President of Academic Affairs; 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; Mr. Sam Overton, Jr., Vice President of Administrative Services; Mr. Greg Wear, Dean of the College; Mr. Peter Kostantacos, college attorney.

Minutes

On a motion by Mr. Ted Biondo, seconded by Dr. Stephanie Raach, the minutes of June 30, 2009 were approved by unanimous voice vote.

Communications and Petitions

The following individuals addressed the Board of Trustees concerning elimination of the football program.

- Pastor Bob Kopp
- Mr. Brett Burton
- Mr. Glenn Patterson
- Mr. Buster Barton

Chair Ken Nelson thanked the speakers for their comments.

Dr. Jack Becherer reviewed for the Board the data and rationale behind the decision to eliminate the football program.

Several individuals in the audience asked questions relating to the decision to eliminate the football program. Mr. Ted Biondo explained that as a trustee, he believes the priority of community colleges should be to in-district students, and that educational standards should be applied to all athletes.

Recognition of Visitors

There were no visitors wishing to be recognized.

General Presentations

There were no general presentations.

Reports

Vital Signs

In response to questions by Trustee Ted Biondo, Mr. Sam Overton confirmed that the college's cash level is lower due to the lack of payment of \$2.4 million from the state of Illinois, and that a resolution for the tax levy extension will appear on the December 2009 agenda.

Vital signs information for payroll, healthcare costs, cash, PEC remodel project and the FY09 surplus list were submitted as presented.

President's Reports

BR #6630 – Claims Sheet #645

Dr. Jack Becherer pointed out a typographical error on the Checks Over \$10,000 report. The last sentence on page four of the report should read: "Between 6/1/09 and 6/30/09: 35 checks totaling \$2,750,104.35 out of \$3,282,719.53 or 83.76%."

In response to questions by Trustees Ted Biondo and Kathy Kelley, Mr. Sam Overton explained the college's computer replacement program including disposition of old computers. Mr. Overton indicated that an Information Technology (IT) plan is being formulated and should be ready to present to the Board in January or February 2010.

It is recommended that the Board of Trustees approve the claims sheets from Datatel® dated June 30, 2009, totaling \$3,282,719.53.

Listing of Checks over \$10,000:

1.	\$	14,032.25	Berkeley Varitronics Systems
2.	\$	454,757.06	CDW Government
3.	\$	12,110.00	Commercial Carpet
4.	\$	33,232.50	Datatel
5.	\$	18,092.91	Heartland Video System
6.	\$	14,695.00	Henry Schein
7.	\$	47,239.00	ITG Solutions, Inc.
8.	\$	10,000.00	M45 Marketing Services Inc.
9.	\$	10,550.00	Missouri Library Network
10.	\$	14,160.00	Nelson Fire Protection
11.	\$	59,940.00	Perceptive Software
12.	\$	15,310.00	360 Systems Broadcast
13.	\$	53,031.90	Bank America
14.	\$	44,335.56	Buckard Technologies, Inc.
15.	\$	86,573.37	CDW Government
16.	\$	47,405.65	Constellation New Energy
17.	\$	16,251.14	Mid-City Office Products
18.	\$	45,000.00	Miller Bradford Risberg
19.	\$	11,450.00	Perceptive Software
20.	\$	18,750.00	Perceptive Software
21.	\$	32,265.83	Woodward Printing Services
22.	\$	79,021.61	CDW Government
23.	\$	10,920.00	Ikon Office Solutions
24.	\$	10,678.00	Johnson Controls
25.	\$	10,724.99	Land Sea
26.	\$	100,177.98	Saavedra Gehlhausen
27.	\$	128,721.44	Stenstrom Companies
28.	\$	1,222,362.05	Sjostrom Sons
29.	\$	16,750.00	Akron Turbine Group, Inc.
30.	\$	18,934.45	CDW Government

31.	\$	14,002.99	Constellation New Energy
32.	\$	25,892.22	Fusion Storm
33.	\$	10,920.00	Ikon Office Solutions
34.	\$	31,316.45	KIMCO
35.	\$	10,500.00	JMC Machinery Sales, Inc.

\$ 2,750,104.35 TOTAL

BR #6630, Claims Sheet #645 was approved on a motion by Mr. Randy Schaefer, seconded by Mr. Ted Biondo and unanimous roll call vote.

BR #6631 – Purchase Report #623

Referring to Item H., Braille Math Text, Trustee Biondo asked what other expenses are required by law. Dr. Diane Nyhammer confirmed that the American Disabilities Act requires the college to accommodate disabled students as needed.

Mr. Biondo also inquired about the additional cost to Starlight Theatre as shown on item S. Addendum to Purchase Order P21295. Mr. Mike Mastroianni will obtain an explanation and report back to the Board.

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

\$	10,000.00	A.	Rock River Training, Rockford, IL
\$	40,000.00	B.	Rockford Area Ventures, Pleasant Prairie, WI
\$	33,000.00	C.	Ann E. Johns
\$	12,000.00	D.	Shirley DeBenedetto
\$	16,000.00	E.	Sikich LLP, Aurora, IL
\$	72,500.00	F.	Management Resource Services, Rockford, IL
\$	46,158.05	G.	Condensed Curriculum Int'l, Fairfield, NJ
\$	11,144.32	H.	Alternate Text Production Center, Ventura, CA
\$	10,895.88	I.	Bradford Systems, Bensenville, IL
\$	21,250.00	J.	Wenger, Owatonna, MN
\$	30,000.00	K.	ESSFA AC, LLC, Owatonna, MN
\$	87,168.18	L.	Woodward Printing, Platteville, WI
\$	81,247.74	M.	Midland, Rockford, IL
\$	<u>471,364.17</u>		TOTAL

Approved by unanimous roll call vote on a motion by Mr. Mike Olson, seconded by Mr. Ted Biondo.

BR #6632 – Personnel Report #612

Trustee Ted Biondo pointed out that the Administrator Car Allowances and Administrator Annuities sections should be removed from the Personnel Report, as they require trustee approval rather than acknowledgment. Upon a motion by Ms. Kathy Kelley, seconded by Mr. Mike Olson, the Administrator Car Allowances and Administrator Annuities sections were removed from the report and approved as presented. The motion was carried by unanimous roll call vote.

It is recommended that the Board of Trustees acknowledge the items of personnel as amended. The amended report was acknowledged and entered into the record.

BR #6633 – Addition to Adult Education Bridge Grant Award

It is recommended that the Board of Trustees approve the addition of \$769.00 to the Adult Education Bridge Grant to support the development of an Adult Education Bridge Program for the period of December 1, 2008 to June 30, 2009.

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

BR #6634 – Nursing Aide (NAD) Salary Schedule

In response to trustees' questions, Ms. Lois Lundgren explained the rationale behind increasing the pay for nursing aide adjunct faculty.

It is recommended that the Board of Trustees adopt policy 2:20.280 for nursing aide adjunct faculty, effective for classes in fall semester 2009.

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

BR #6635– Pay Rate for Community Education and Continuing Professional Education Instructors

It is recommended that the Board of Trustees adopt policy 2:20.300 for payment of Community Education and Continuing Professional Education instructors.

On a motion by Mr. Randy Schaefer, seconded by Dr. Stephanie Raach, the motion was approved by unanimous roll call vote.

BR #6636 – Fitness, Wellness and Sport AAS Degree

It is recommended that the Board of Trustees approve the submission of a proposal to the Illinois Community College Board (ICCB) for the Fitness, Wellness, and Sport A.A.S. #9000, the Coaching Education Certificate #9010, and the Personal Training Certificate #9020. The proposal includes a Feasibility Analysis (ICCB Form 20: Part A), and Curriculum Quality and Cost Analysis (ICCB Form 20: Part B).

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

BR #6637 – Pay Rate for Adult Education Program Instructors

It is recommended that the Board of Trustees adopt policy 2:20.320 for payment of Adult Education and Literacy instructors.

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

Attorney's Report

AR # 240 – Resolution Regarding Closed Session Meeting Minutes and Verbatim Recordings

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

ICCTA Report

Mr. Ted Biondo reported that he will be attending the ICCTA meeting in September.

Student Trustee Report

Ms. Gloria Wickert reviewed her written report, particularly campus events planned for new students. She noted that members of the Student Government Association are discussing the Textbooks on Reserve Program in an effort to resolve the ongoing multiple-textbook challenges for students taking English 101.

Trustee Kelley added that reducing textbook costs is an ongoing concern of the Board.

Board Committee Reports

Mr. Ted Biondo updated the Board on discussions of the July 23, 2009 Finance and Facilities Committee meeting:

- The updated TIF report indicates the total tax revenue abated in 2008 was approximately \$305,000.
- The Science and Math Classroom Building will be locally funded (\$30 million).
- The Arts Instructional Center will be primarily state funded, with the remaining estimated \$10 million to be locally funded.
- The college has sufficient flexible bonding capacity for the Science and Math Classroom Building and the Arts Instructional Center. College administrators are currently researching bond types.
- The Finance and Facilities Committee will meet with the auditor, Sikich, September 18 to review the FY09 audit, with a full presentation to the Board September 22.
- The dirt mound on Spring Brook Road will be leveled to approximately the height of Spring Brook Road.

Ms. Chris Beck, chair of the Human Resources Committee, reported that the committee met recently to review the president's goals and is working with Mr. Chuck Martin to formulate a Board compensation philosophy.

There was no report from the Teaching and Learning Committee.

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 reviewed several Board-related calendar items:

- October 17 has been set for the next Board retreat.
- September 8 is the next Board Committee meeting. Although it is also the college's Fall Development Day, daytime events will end prior to the start of the Board's meeting.
- Several trustees have asked if the November meeting could be changed from November 24 to November 17. Trustees agreed to change the date to November 17.

Dr. Becherer also asked the Board to begin preparing for a future discussion concerning use of electronic signatures on diplomas.

Trustee Stephanie Raach referenced the Accolades item, an article about the Physical Education Center (PEC) that appeared recently in the Rockford Chamber of Commerce's newsletter, "The Voice," and asked if the new Fitness, Wellness and Sport AAS Degree and two related Certificates will require hiring more faculty. Dr. Diane Nyhammer confirmed that the curricula approved earlier in the meeting does not require additional faculty.

Announcements from President's Leadership Team

Mr. Chuck Martin invited Board members to attend the Fall Conference scheduled for 8:30 to 4:00 on Tuesday, September 8 at the PEC.

Mr. Mike Mastroianni announced the Truck Driver Training open house July 30 from 11:00 a.m. to 4:00 p.m. at the training facility on North Main Street in Rockford. The networking event is offered in conjunction with the Rockford Chamber of Commerce.

Trustee Schaefer complimented Mr. Mastroianni on a successful season at Starlight Theatre.

Mr. Sam Overton announced that the August 25 Study Session will be held in the PEC, followed by the Budget Hearing in the WTC at 6:00 p.m. Mr. Overton and Dr. Jack Becherer will meet with ICCB representatives in August to discuss funding for the AIC, as well as the application status for the Science and Math Classroom Building.

Dr. Diane Nyhammer updated the Board on the recently submitted HLC Assessment report and acknowledged the many faculty and staff who contributed to its success.

Ms. Suzanne Berger announced the 2009 inductees into the RVC Foundation's Hall of Fame:

- Ms. Chris Beck, current RVC trustee
- Ms. Jenny Kosinski, current RVC faculty member
- Dr. Steve Gunderson, affiliated with Rockford Ambulatory Surgery Center

Ms. Berger also announced that Ms. Sara-Eva Carlson is the recipient of the 2009 Pacesetter Award.

Ms. Amy Diaz distributed an updated enrollment report, noting that total Credit Hours for the three Summer Sessions are higher by nearly 13 percent, and total Head Count is higher by

nearly 15 percent over the same period in FY09 (total summer head count is duplicated). Also at this time, Fall Credit Hours are higher by 5.4 percent, and fall Headcount is higher by 5.4 percent compared to FY09 enrollment.

Chair Ken Nelson expressed his thanks on behalf of the entire board to Dr. Diane Nyhammer, Mr. Shawn Cowman and all of the faculty and staff who worked so diligently on the HLC Assessment report.

Adjourn to Closed Session

On a motion by Mr. Mike Olson, seconded by Mr. Ted Biondo and unanimous roll call vote, the meeting was adjourned to closed session at 7:35 p.m.

Reconvene Open Session

The meeting reconvened at 8:05 p.m. No action was taken during closed session.

Possible Action Items as a Result of Closed Session

No action was taken as a result of closed session.

Next Meeting

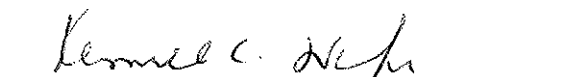
The next regular meeting will be held August 25, 2009 with a Study Session at 5:15 p.m. in the Physical Education Center (PEC), room to be determined, followed by the Budget Hearing at 6:00 p.m. and the regular meeting at 6:15 p.m., both in WTC 117/119/121.

Adjournment

On a motion by Mr. Ted Biondo, seconded by Mr. Mike Olson, and unanimous voice vote, the meeting was adjourned at 8:05 p.m.

Submitted by Ann Kerwitz


Mr. Michael D. Olson, Secretary


Mr. Kenneth C. Nelson, Chairperson