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, February 23, 2010 at 5:15 p.m. Chair Mr. Ken Nelson requested that Vice-Chair Ms. Katherine Kelley conduct the meeting. Vice-Chair Ms. Katherine Kelley called the meeting to order.

Roll Call

The following members of the Board were present:

Mr. Mike Olson
Mr. Randy Schaefer
Mr. Ken Nelson
Ms. Gloria Wiekert, student trustee

Ms. Katherine Kelley
Mr. Ted Biondo
Rev. K. Edward Copeland

The following member of the Board was absent: Dr. Stephanie Raach.

Also in attendance: Dr. Jack Becherer, President; Ms. Ann Kerwitz, Assistant to the President; Dr. Diane Nyhammer, Provost and Chief Academic Officer; Ms. Suzanne Berger, Vice President of Institutional Advancement and Executive Vice President of RVC Foundation; Mr. Sam Overton, Jr., Vice President of Administrative Services; Ms. Nancy Chamberlain, Director of Communications.

Dr. Jack Becherer reviewed the meeting agenda. Following discussion, trustees agreed to move the Information Technology Status Update presentation to the March 9, 2010 Board Committee Meeting to be held at the Stenstrom Center for Career Education.

Following an introduction by Ms. Suzanne Berger, Ms. Nancy Chamberlain reviewed changes to the Illinois Freedom of Information Act (FOIA) effective January 1, 2010. Highlights include: responses are the “primary duty” of the public body notwithstanding fiscal obligations; response time has been reduced to five working days. Ms. Chamberlain also explained limits on the privacy exemption and implications for the Board of Trustees. Contact information and necessary forms will be available on the College’s Web site.

At 5:35 p.m., Ms. Nancy Chamberlain left the meeting.

Discussion continued on the meeting agenda as well as selecting a date and topics for the May Board retreat.

Trustees are invited to attend the ICCTA West Suburban Region Meeting on March 24 at Waubonsee Community College in Sugar Grove, IL.

Recess

On a motion by Mr. Ken Nelson, seconded by Mr. Mike Olson, the meeting was recessed at 5:55 p.m.
Regular Meeting

At 6:05 p.m., February 23, 2010, Vice-Chair Ms. Katherine Kelley called the regular meeting to order in room 117-121 of the Woodward Technology Center (WTC).

Roll Call

The following members of the Board were present:

Mr. Mike Olson  Ms. Katherine Kelley
Mr. Randy Schaefer  Mr. Ted Biondo
Mr. Ken Nelson  Rev. K. Edward Copeland
Ms. Gloria Wiekert, student trustee

The following member of the Board was absent: Dr. Stephanie Raach.

Also in attendance: Dr. Jack Becherer, President; Dr. Diane Nyhammer, Provost and Chief Academic Officer; 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; Mr. Sam Overton, Jr., Vice President of Administrative Services; Mr. Greg Wear, Associate Vice President of Academic Affairs; Ms. Susan Busenbark, Dean of Academic Development and Instructional Support; Mr. Peter Kostantacos, College Attorney; Mr. Douglas Dobbins, Program Director High School Connections; Mr. Michael Houselog, Superintendent of Belvidere District #100; Mr. Todd Martens, Vice Principal of Belvidere High School.

Minutes

On a motion by Mr. Mike Olson, seconded by Mr. Ken Nelson, the minutes of January 12, 2010 were approved by unanimous voice vote.

On a motion by Mr. Randy Schaefer, seconded by Mr. Mike Olson, the minutes of January 26, 2010 were approved by unanimous voice vote.

Communications and Petitions

Mr. Glenn Patterson spoke in favor of reinstating the football program.

Ms. Candy Rosborough spoke in favor of reinstating the football program.

Ms. Mercedes Colon spoke in favor of reinstating the football program.

Vice-Chair Ms. Katherine Kelley thanked the speakers for their input.
Recognition of Visitors

Dr. Jack Becherer introduced Dr. Diane Nyhammer who recognized the accomplishments of newly tenured faculty members: Ms. Melissa Commisso (Psychology), Mr. Robert D’Alonzo (Humanities), Ms. Crystal Dinwiddie (Sociology), Mr. Gerald GeRue (Business), Mr. Chris Kramer (Philosophy), Mr. Robert Mawyer (English), Ms. Christine Maxson (Nursing), Ms. Stacy McCaskill (Business), Mr. John Pace (Respiratory Care), and Ms. Lea Pantaleo (Life Science).

Although some of the honorees were unable to be present due to teaching assignments, those in attendance were asked to stand as they received a round of applause for their accomplishment.

General Presentations

Dr. Jack Becherer, Mr. Doug Dobbins, Mr. Michael Houselog and Mr. Todd Martens presented a review of the first semester of the Running Start program, the first of its kind in the state of Illinois. Of the original 47 students enrolled in the program, 44 (94 percent) returned to RVC for the spring semester. Success of the program is attributed to exceptional, well-prepared students, deep parental involvement, and the close connections between students and the RVC professional staff.

Dr. Becherer praised all those involved and thanked them for their extraordinary teamwork. He also acknowledged that other school districts have expressed an interest in beginning a similar program and have begun discussions with College personnel.

Mr. Michael Houselog added that the Running Start program is a source of great pride in Belvidere, and junior-high students there are already asking what they need to do to become eligible for the program.

Dr. Jack Becherer announced that trustees have agreed to table the second presentation, Information Technology Status Update, and have it presented at the March 9, 2010 Board Committee Meeting.

Reports

Vital Signs

In response to Trustee Schaefer’s request for an update on the Jacobs Center for Science and Math, Mr. Sam Overton reviewed the current timeline, noting that the bid process has generated much activity and mandatory pre-bid meetings have been well attended. He also outlined contract incentives designed to ensure on-time building completion. Important dates include: March 5, bid opening; March 15, architects recommendation due; and March 23, contract approval to appear on the Board of Trustees Purchase Report.

Dr. Jack Becherer thanked architects Mr. Dan Saavedra and Mr. Guy Gehlhausen for attending the meeting and being available to answer questions.
In response to Trustees’ questions regarding the Vital Signs reports and projected payments by the state of Illinois, Mr. Overton explained the following:

- Although Payroll has increased over last year due to salary increases and the need to hire additional faculty as a result of increased student enrollment, Payroll numbers remain within budget perimeters.
- The College is expecting to receive a stop-loss reimbursement on Healthcare Costs.
- The current Surplus List is lower than last year, and dollars are being spent wisely.
- Third quarter financials will give a clearer picture.

Vital signs information for Payroll, Healthcare Costs, Cash, Jacobs Center for Science and Math (JCSM) and the FY10 Surplus List were submitted as presented.

President’s Reports

BR #6685– Claims Sheet #652

It is recommended that the Board of Trustees approve the claims sheets from Datatel® dated January 29, 2010, totaling $2,904,878.59.

Listing of Checks over $10,000:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Description</th>
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<tr>
<td>$ 54,899.21</td>
<td>HMO Illinois</td>
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<tr>
<td>$ 12,292.07</td>
<td>Constellation New Energy</td>
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<td>$ 10,103.78</td>
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<td>$ 11,697.97</td>
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<td>$ 37,099.38</td>
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<td>Constellation New Energy - Gas Div</td>
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<td>$ 52,083.63</td>
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$ 832,569.86 TOTAL
BR #6685, Claims Sheet #652 was approved on a motion by Mr. Mike Olson, seconded by Mr. Randy Schaefer and unanimous roll call vote.

**BR #6686 – Purchase Report #630**

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

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<td>$18,760.00</td>
<td>A. CDS Office Technologies, Springfield, IL</td>
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<td>$71,675.00</td>
<td>B. Perceptive Software, Shawnee, KS</td>
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<tr>
<td>$12,391.10</td>
<td>C. Josten's, Keystone, CO</td>
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<tr>
<td>$11,500.00</td>
<td>D. Kushan LLC, Downers Grove, IL</td>
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<tr>
<td>$57,330.00</td>
<td>E. Workplace, Rockford, IL</td>
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<td>$40,978.00</td>
<td>F. Sherlock Systems, Buffalo Grove, IL</td>
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<td>G. Addendum to Purchase Order B05201, HMO Illinois, Chicago, IL</td>
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<td>$86,216.00</td>
<td>H. Addendum to Purchase Order B05225, Saavedra Gehlhausen, Rockford, IL</td>
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<td>$92,818.20</td>
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On a motion by Ms. Gloria Wiekert, seconded by Rev. Edward Copeland, Purchase Report #630 was approved by unanimous roll call vote.

**BR #6687 – Personnel Report #619**

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

**BR #6688 – Salary Increase for Dr. Diane Nyhammer**

It is hereby recommended that the salary for Dr. Diane Nyhammer shall be increased to $140,000 per annum, as she assumes the additional responsibilities of serving as College Provost and Chief Academic Officer.

Approved on a motion by Mr. Ken Nelson, seconded by Mr. Mike Olson, and unanimous roll call vote.

**BR #6689 – Open Meetings Act Designees**

It is recommended that the Rock Valley College Board of Trustees designate Dr. Jack Becherer, President, and Ms. Ann Kerwitz, Assistant to the President, as the Rock Valley College Open Meetings Act (OMA) Designees.

Approved on a motion by Mr. Randy Schaefer, seconded by Ms. Gloria Wiekert, and unanimous voice vote.

**BR #6690 – Transportation, Distribution and Logistics Bridge Program**

It is recommended that the Board of Trustees accept $358,223 to support the development of an Adult Education Transportation, Distribution and Logistics Bridge Program for the period of January 1, 2010 to February 28, 2011.
In response to Trustee Kelley’s question about the per-head cost of this program, Dr. Diane Nyhammer explained that the grant funding includes transportation and childcare services. Dr. Jack Becherer will obtain additional information on the program costs.

Approved on a motion by Ms. Gloria Wiekert, seconded by Rev. Edward Copeland, and unanimous voice vote.

BR #6691 – Non-Renewal of Third Year Tenure-Track Faculty Member

It is recommended that the Board of Trustees acknowledge the following personnel action: Based on the probationary faculty evaluation process, Mr. Barry Wolf, Probationary Faculty member in the Communication and Education Department, is not being recommended for retention and tenure. As such it is recommended that Mr. Wolf receive a notice of non-renewal of his current single year contract and that his employment with the College terminate at the end of the Spring 2010 semester.

Approved on a motion by Rev. Edward Copeland, seconded by Mr. Mike Olson, and unanimous voice vote.

Attorney’s Reports

AR #254 – Resolution Authorizing Application for Utilization of Additional Existing Funds for Protection, Health or Safety (Building F Siding Replacement-Main Campus)

Mr. Sam Overton explained that the additional funds are needed to repair deterioration of the silo due to water intrusion and replace the siding on Building G to maintain a consistent appearance of the College’s buildings.

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

ICCTA Report (Illinois Community College Trustee Association)

There was no ICCTA report, however, Trustee Biondo indicated he will be attending the next ICCTA meeting March 19-20 in Chicago.

Student Trustee Report

Ms. Gloria Wiekert highlighted campus student activities including Black History Month (February) and Women’s History Month (March). The Student Government Association (SGA) is working on possible changes to the group’s constitution and bylaws. SGA elections will be held March 29-April 1.

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**

Trustee Ted Biondo explained that a bill is before the Illinois Senate that would allow colleges to borrow money using the state of Illinois as collateral.

Trustee Schaefer praised RVC faculty, citing that his daughter, a Rock Valley graduate and current student at a four-year college in Wisconsin, is finding that her studies at RVC prepared her well for upper-level courses.

In response to Trustee Olson’s comment noting signs outside Rockford District #205 buildings stating the amount of money owed by the state of Illinois, Mr. Sam Overton explained that the state of Illinois is current in its payments to Rock Valley College, but future payments will likely be delayed.

Trustee Copeland complimented members of the President’s Leadership Team on their high level of integrity and passion for their work, and thanked them for the opportunity to meet with them as part of his trustee orientation.

**President’s Comments**

Dr. Jack Becherer acknowledged Mr. Dave Arnold, who was in the audience, for his service to the College as a member of the Foundation Board.

**Announcements from President’s Leadership Team**

Mr. Greg Wear invited trustees to attend the next First Tuesday lecture, “Renewable Energy Hybrid Systems,” to be presented March 2 at 6:00 p.m. in the Student Center Atrium.

Mr. Chuck Martin reported that 155 Professional Staff Association (PSA), Educational Support Personnel (ESP) employees and some faculty have participated in Staff Professional Development sessions since its inception last fall.

Mr. Sam Overton announced that he and Mr. Greg Wear have begun scheduling design meetings for the Arts Instructional Center (AIC). Project architects will be on campus in late March to assist in the process.

Ms. Suzanne Berger remarked that the Foundation will miss Mr. Bill Roop as a member of its Board. After serving the Foundation Board for 19 years, Mr. Roop has resigned to devote more time to his new position as chairman of the Rockford Area Economic Development Council (RAEDC). Ms. Berger also reminded trustees that Starry, Starry Night is Friday, March 12 and all are welcome. She added that the fall semester credit schedule will be printed around March 1 and the annual report has been sent to the printer.

Ms. Amy Diaz presented an Afternoon College enrollment update. As of February 22, 2010, enrollment is at 38 percent of seat capacity and 333 credit hours have been added to the spring enrollment totals. Ms. Diaz added that enrollment for summer credit classes opens March 1, and the fall schedule has been posted on the College’s Web site.
Adjourn to Closed Session

On a motion by Mr. Randy Schaefer, seconded by Mr. Mike Olson and unanimous voice vote, the meeting was adjourned to closed session at 7:30 p.m. for the purpose of discussing discipline, performance or dismissal of specific employees and litigation.

Reconvene Open Session

The meeting reconvened at 8:45 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

Date of next meeting: March 9, 2010: Committee Meeting, 5:30 p.m., Stenstrom Center for Career Education, room 267. March 23, 2010: Study Session at 5:15 p.m. in WTC 141-142, and the regular meeting at 6:00 p.m. in WTC 117-121.

Adjournment

On a motion by Mr. Randy Schaefer seconded by Mr. Mike Olson and unanimous voice vote, the meeting was adjourned at 8:45 p.m.

Submitted by Ann Kerwitz

[Signatures]
Mr. Michael D. Olson, Secretary
Mr. Kenneth C. Nelson, Chair