

**Rock Valley College  
Community College District No. 511  
3301 N Mulford Road, Rockford, IL 61114  
COMMITTEE OF THE WHOLE MEETING  
5:15 p.m. Tuesday, March 8, 2022**

*On February 4, 2022, Governor Pritzker issued the twenty-sixth 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: <https://rockvalleycollege-edu.zoom.us/j/94116927107?pwd=VmlzeekF5cFdZalJzb004eXpZamNFdz09> or by phone at 312-626-6799 using Meeting ID: 941 1692 7107, Password: 116629. 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 8, 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**
- E. Review of Minutes:** Board of Trustees Committee of the Whole February 8, 2022
- F. General Presentations**
- G. Teaching, Learning & Communications Discussion: Board Liaison Trustee Cudia**
  - 1. Enrollment Report
  - 2. Faculty Tenure Update
  - 3. HLC Quarterly Update
  - 4. Amazon Career Choice Partnership
- H. Finance Discussion: Board Liaison Trustee Soltow**
  - 1. Purchase Reports (A,B, and C)
  - 2. Cash and Investment Report
  - 3. Bond Refunding Update
- I. Operations Discussion: Board Liaison Trustee Kearney**
  - 1. Personnel Report
  - 2. OSF / RVCare Agreement Extension
  - 3. RVC Events Calendar
  - 4. RVC Athletics Update
  - 5. RVC Football Review
  - 6. Advanced Technology Center (ATC) Update
    - a. Programs
    - b. Cost Summary
    - c. Wall Art
    - d. Ribbon Cutting
- J. Other Business:** New Business/Unfinished Business
- K. 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.
- L. Reconvene Open Session**
- M. Next Regular Board of Trustees meeting:** March 22, 2022, at 5:15 p.m.; Remote meeting held via teleconference.
- N. Next Committee of the Whole meeting:** April 12, 2022, at 5:15 p.m.; Remote meeting held via teleconference.
- O. 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.*

***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: <https://rockvalleycollege-edu.zoom.us/j/91443872032?pwd=ajgvaFg1ckNjUG40UWFkZmpLOS8wZz09> or by phone at 312-626-6799 using Meeting ID: 914 4387 2032, Password: 426954. 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 pm on February 8, 2022. Public comments submitted via email will be announced during the public comment portion of the meeting.*

**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

---

Robert Trojan, Secretary

---

Jarid Funderburg, Chairperson

**FY2022 Enrollment Update**

Board of Trustees Committee of the Whole – March 8, 2022

Term	Unduplicated Headcount				Credit Hours				Budget	
	FY2021	FY2022	Change	% Change	FY2021	FY2022	Change	% Change	Budget	% to Budget
Summer II	2,135	1,972	-163	-7.63%	9,771	8,815	-956	-9.79%	9,408	94%
Fall	5,617	5,296	-321	-5.71%	53,589	51,228	-2,361	-4.41%	53,544	96%
Subtotal (Summer II + Fall)	7,752	7,268	-484	-6.24%	63,360	60,043	-3,317	-5.24%	62,952	95%
Winterim	281	283	2	0.71%	898	940	42	4.68%	NA	--
Spring	5,058	4,857	-201	-3.97%	47,601.5	45,727	-1,874.5	-3.94%	48,715	94%
Subtotal (Summer II + Fall + Winterim + Spring)	<b>13,091</b>	<b>12,408</b>	<b>-683</b>	<b>-5.22%</b>	<b>111,859.5</b>	<b>106,710</b>	<b>-5,149.5</b>	<b>-4.60%</b>	<b>111,667</b>	<b>96%</b>
Summer I	--	--	--	--	--	--	--	--	3,333	--
<b>Total</b>	<b>13,091</b>	<b>12,408</b>	<b>-683</b>	<b>-5.22%</b>	<b>111,859.5</b>	<b>106,710</b>	<b>-5,149.5</b>	<b>-4.60%</b>	<b>115,000</b>	<b>93%</b>

Sources: Summer II Enrollment Ticker (Final 8/3/2021), Fall Enrollment Ticker (Final 12/5/2021), Winterim Enrollment Ticker (Final 1/5/2022), and Spring Enrollment Ticker (02/28/2022) Note: Subtotal headcounts are duplicated across terms.

**Important Dates:**

- Spring classes began January 8, 2022. Second 8-week classes begin March 14, 2022.
- Summer I priority registration opens March 20, 2022.

**TO:** Rock Valley College Board of Trustees  
**VIA:** Dr. Howard J. Spearman, President  
**FROM:** Dr. Amanda Smith, Chief Academic Officer  
**DATE:** February 28, 2022

**INFORMATION ITEMS for MARCH, 2022 BOARD MEETING:**

**Faculty entering upon tenure effective Academic Year 2022-2023:**

In accordance with the Illinois Public Community College Act, 110 ILCS 805, Section 3B-2

<https://law.onecle.com/illinois/110ilcs805/3B-2.html>, the following probationary faculty members enter upon tenure effective with the 2022-2023 academic year:

1. Jeffrey Tripp (E0528111), Mathematics Division [hire date 8-17-2019 per BR #7638, PR #740, 7/23/19]
2. Suzanne Miller (E0063266), Social Sciences Division [hire date 8-17-2019 per BR #7618, PR #739, 6/25/19]
3. Kamey Doetch (E0513625), Fitness, Wellness & Sports [hire date 1-5-2018 per BR #7462, PR #721, 12/5/2017]

**Probationary faculty members recommended for RETENTION FOR 3<sup>RD</sup> YEAR effective with the 2022-2023 academic year:**

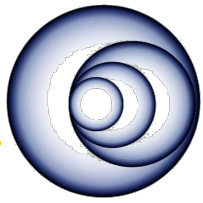
1. Jessica Higgins (E0531946), Nursing [hire date 8-15-2020 per BR #7736, PR #748, 7/2/20]
2. Carl Trank (E0129485), Mathematics Division [hire date 8-15-2020 per BR #7695, PR #746, 4/28/2020]
3. Shawn Doyle (E0121563), Engineering & Technology Division [hire date 8-15-2020 per BR #7749, 8/25/2020]

**Probationary faculty members recommended for RETENTION FOR 2<sup>ND</sup> YEAR effective with the 2022-2023 academic year:**

1. Krista Hoecherl (E0542598) – Life Sciences [hire date 8-16-2021 per BR #7823, PR #748, 7/27/21]
2. Jeff Petty (E0107478) - Welding [hire date 8-16-2021 per BR #7823, PR #748, 7/27/21]

AS/kmcc





**Rock Valley College**

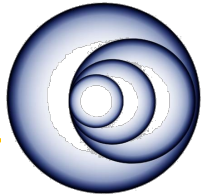
---

## **Higher Learning Commission Accreditation Update**

Rock Valley College Board of Trustees Committee of the Whole  
March 8, 2022

---

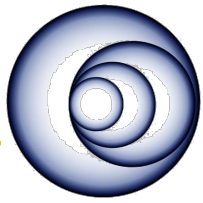
Dr. Lisa M. Mehlig, Executive Director of Outcomes Assessment, HLC Liaison



# Presentation Overview

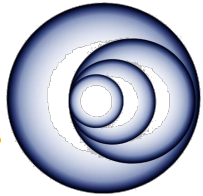
---

- Background on Higher Learning Commission (HLC) accreditation
- HLC updates
- HLC Steering Committee updates
- HLC Assessment Academy updates



## Background on HLC accreditation

- What is accreditation?
- Why is accreditation important?
- The standard pathway timeline



# What Is Accreditation?

- External, peer-review process
- Institutional and specialized

Regional Accrerator:  
**Higher Learning Commission**

Evaluates multiple aspects of an institution

- *Academic offerings*
- *Governance and Administration*
- *Mission*
- *Finances*
- *Resources*

Two options for maintaining accreditation

- *Standard pathway*
- *Open pathway*



# Accreditation...

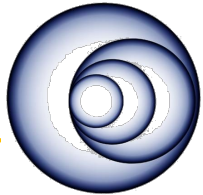


## Without it...

- Students will not be eligible for financial aid
- Credits may not transfer to another institution
- Professional licensure opportunities may be limited
- Employers may not recognize credentials

## Provides an opportunity for...

- Institutional self-improvement
- Involving stakeholders in institutional evaluation and planning
- Self-regulatory alternative to governmental oversight functions



# Standard Pathway

## 10-year cycle of quality assurance and institutional improvement



Years 1–3

Prepare Assurance Filing

**Institution**

May contribute documents to Evidence File and begin writing Assurance Argument for Year 4 **comprehensive evaluation**.



Years 5–9

Prepare Assurance Filing

**Institution**

May contribute documents to Evidence File and begin writing Assurance Argument for Year 10 **comprehensive evaluation**.

We are here.



Year 4

Comprehensive Evaluation

**Institution**

Submit **comprehensive evaluation** materials.

**Peer Review**

Conduct comprehensive evaluation (with **visit**).

**HLC Decision Making**

Take action on comprehensive evaluation.



Year 10

Comprehensive Evaluation

**Institution**

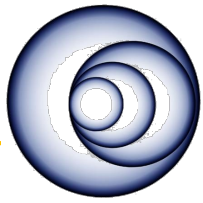
Submit **comprehensive evaluation** materials.

**Peer Review**

Conduct comprehensive evaluation (with **visit**).

**HLC Decision Making**

Take action on comprehensive evaluation and Reaffirmation of Accreditation.



## HLC Updates

- Advanced Technology Center (ATC) approval
- Institutional update
- Virtual Speaker Workshop series on financial sustainability
- HLC Annual meeting

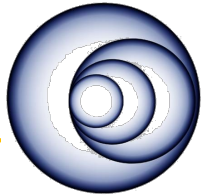


# Advanced Technology Center Approved

---

- ATC has been approved as an RVC location
- Next steps: within six months
  - Update report
  - Site visit

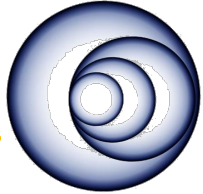




# Institutional Update

---

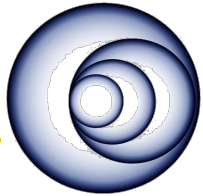
- Annual Report
  - Contact updates for required roles
  - Financial Information, including Composite Financial Index (CFI)
  - Student headcount and achievement data
  - Location information
  - Contractual arrangements (for student learning)
  - Federal compliance
  
- Participants
  - Dr. Lisa Mehlig  
Executive Director of Outcomes Assessment, HLC Liaison  
HLC Steering Committee Chair
  
  - Ellen Olson  
Vice President of Finance, CFO  
Criterion 5 Subcommittee Co-chair  
HLC Steering Committee member
  
  - Sharla Parsons  
Research Associate  
Criterion 2 Subcommittee Member  
HLC Data Update Coordinator



# Virtual Speaker Workshop Series on Financial Sustainability

---

- Topics
  - Strategic Enrollment Management: Ensuring Institutional and Student Success
  - Exploring New Business Models
  - Strategic Partnerships and Affiliations
  - Enhancing Financial Governance
  
- Attendees
  - Dr. Howard Spearman  
President, CEO  
HLC Steering Committee member
  
  - Ellen Olson  
Vice President of Finance, CFO  
Criterion 5 Subcommittee Co-chair  
HLC Steering Committee member
  
  - Chris Albert  
Executive Director of Finance  
Criterion 2 Subcommittee Member

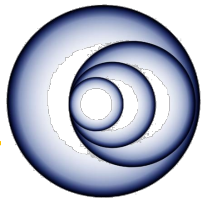


# HLC Annual Meeting

- The annual meeting provides an opportunity to learn about Federal and HLC updates/expectations as well as information on best practices

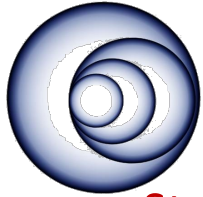
## FY 22 Attendees:

In Person	Virtual
<ul style="list-style-type: none"><li>• <b>Dr. Yohanes Honu</b> Dean of Mathematics &amp; Science Criterion 4 Subcommittee Member Peer Review Applicant</li><li>• <b>Dr. Adam Hyashi</b> Faculty, Biology Criterion 4 Subcommittee Member Peer Reviewer</li><li>• <b>Dr. Mark Lanting</b> Dean of Communications &amp; Humanities Criterion 3 Co-chair and HLC Steering Committee Member</li><li>• <b>Ellen Njolstad-Oksnevad</b> Dean of Nursing &amp; Allied Health Criterion 2 Co-chair and HLC Steering Committee Member</li></ul>	<ul style="list-style-type: none"><li>• <b>Dr. Lisa Mehlig</b> Executive Director of Outcomes Assessment, HLC Liaison HLC Steering Committee Chair</li><li>• <b>Dr. Amanda Smith</b> Vice President of Liberal Arts &amp; Adult Education, CAO Criterion 3 Co-chair and HLC Steering Committee Member</li></ul>



## HLC Steering Committee Updates

- Background: How RVC engages in HLC accreditation work
- Criterion Subcommittees
- Criterion Subcommittee membership



# How RVC Engages in HLC Accreditation Work

## Structure

### HLC Steering Committee Members

Keith Barnes (C1)  
Kym Blanchard (C4)  
Brittany Freiberg (C1)  
Gina Caronna (C3)  
Kenneth Coleman (C4)

Paul Gorski (ad hoc)  
Jim Handley (C5)  
Terrica Huntley (C3)  
Mark Lanting (C3)  
Lisa Mehlig (chair)

Ellen Njolstad-Oksnevad (C2)  
Jennifer Nordstrom (C3)  
Ellen Olson (C5)  
Sharla Parsons (FC)

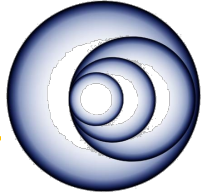
Patrick Peyer (C4)  
Amanda Smith (C4)  
Heather Snider (C5)  
Dr. Spearman (ad hoc)  
Tim Spielman (C2)

### HLC Criterion Subcommittee Tasks

- Review prior reports and assurance argument draft response for the criterion
- Review college against all elements of the criterion
- Identify strengths and limitations with exemplars and evidence

### Timeline

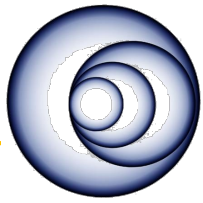
- Virtual accreditation orientation: December 2021 and January 2022; January 2022 session recorded for those unable to attend
- Criterion-specific orientation: February 2022 meeting of HLC Steering Committee
- Develop internal annual monitoring report in planning and self-study: March – June 2022



# Criterion Subcommittee Members



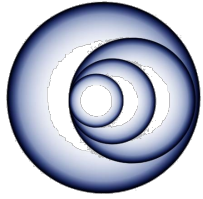
	Criterion 1	Criterion 2	Criterion 3	Criterion 4	Criterion 5
<b>Co-chairs</b>	Keith Barnes Brittany Freiberg	Ellen Njolstad- Oksnevad Tim Spielman	Gina Caronna Terrica Huntley Mark Lanting Jennifer Nordstrom	Kym Blanchard Ken Coleman Patrick Peyer Amanda Smith	Jim Handley Ellen Olson Heather Snider
<b>Active members</b>	Carol Anderson Laura Anderson Yvonne Busker David Dosier Michele Graham Jerry LaBuy Takeisha Lambert Kathy McCarty Moria Nagy Lynn Shattuck Joe Simpson Lisa Strong Maureen Taylor Jennifer Thompson	Chris Albert Bob Betts Rachel Boge Andy Graber Judy Hamilton Sybil Lewis Mathew Oakes Sharla Parsons Jason Uecker Chris Wasson	Stephanie Bailey Deb Booton Stephen Donahue Rich Gocken Danielle Hardesty Rhonda Hutter Amanda Kieper Heather Moore Suzanne Miller Jonathan Poore Tabitha Sims Catherine Vandre Lien Vu	Tekkahmah Curry Keamey Doetch Julie Hernandez Jess Higgins Joey Holmes Yohanes Honu Adam Hyashi Christine Lott Jenn Mickelson Cheryl Rinker Cara Schultz Elaine Shannon William Siaw Jef Tripp Tricia Wagner Margaret Westerman Amanda Zika	Tabinda Azam Linda Buerger Melissa Gear Jimmy Johann Jennifer Lindsey Rob Mawyer Maureen Miller Sarah Shumway Janet Taylor Brian Wagner Anna Wandtke Rachel Warren



## HLC Assessment Academy updates

- About the HLC Assessment Academy and RVC Project
- Spring 2022 updates
- HLC Assessment Academy Team

# About the HLC Assessment

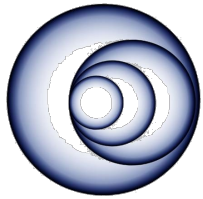


## Academy

- 5-year project (RVC is currently in year two)
  - Mentor and scholar support
  - Cohort with other institutions of higher education
- RVC Project

Project Goals	Project Priorities
<ol style="list-style-type: none"><li>1. Faculty and staff will have a shared understanding of the importance of assessment and their role in that process.</li><li>2. Faculty and staff will implement action plans based on assessment results.</li><li>3. Faculty and staff will evaluate the implementation of action plans in terms of improvement in student learning (e.g., comparing results).</li><li>4. Centralized documentation of assessment plans, findings, action plans, and monitoring will increase across the colleges.</li><li>5. The culture of assessment (as measured by the culture survey) for student learning will show improvement.</li></ol>	<ul style="list-style-type: none"><li>• Comprehensive curriculum mapping</li><li>• Development of an assessment toolkit</li><li>• Professional development</li></ul>





# Spring 2022 Updates

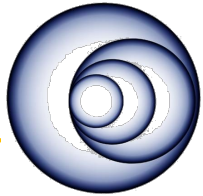
---

## How the project has changed since November - update to mentor and scholar

- Assessment Toolkit
  - Resource collection continues at meetings of assessment committees
  - Platform for housing the toolkit has been identified
  - Production of toolkit will begin in April
- Professional Development Plan
  - January Faculty Development Day included an assessment track focused on improving student learning.
  - Planning and self-study orientation continues
  - Virtual workshops on assessment for improving student learning continue to be offered
- Curriculum Mapping
  - Template developed to support faculty with process
  - Faculty on Curricular Assessment Committee addressed this work
  - One-on-one work with Academic Chairs has begun

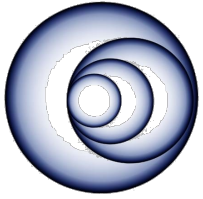
## How the project has incorporated November feedback - from mentor and scholar

- Culture of assessment
  - More intentional about linking assessment with student learning improvement
  - Guiding principles developed
- Recognition of team and its efforts
  - Quarterly reports to Cabinet
  - Recognizing individual efforts of members and publishing group membership



# HLC Assessment Academy Team

HLC Assessment Academy Team	Curricular Assessment Committee	Co-Curricular Assessment Committee
Kym Blanchard Gina Caronna Lisa Mehlig (Team Lead) Patrick Peyer Amanda Smith Heather Snider	Kym Blanchard Liz Brown Gina Caronna Danielle Hardesty Timothy Hatten Mark Lanting Lisa Mehlig (co-chair) Suzanne Miller (co-chair) Jacqueline Moss Cheryl Rinker Amanda Smith Heather Snider (ad hoc) Amanda Zika	Kym Blanchard Andrea McCauley Darin Monroe Terrica Huntley (co-chair) Amanda Kieper Jerry LaBuy Lisa Mehlig (co-chair) Luevinus Muhammad Sheila Ogbevire Patrick Peyer Heather Snider (ad hoc) Kevan Watkins





## Amazon Career Choice

Presented to RVC Board of Trustees Committee of the Whole  
March 8, 2022

---

Patrick Peyer, Ed.D., Vice President of Student Affairs  
Amanda Smith, Ed.D., Vice President of Liberal Arts and Adult Education

# amazon

# career choice



**Amazon Career Choice** is an innovative program uniquely designed to upskill Amazon employees. Amazon will pay 100% of tuition and fees toward an associate degree or certification for in-demand jobs for eligible employees.

Check your **Amazon portal** to learn more about your qualification status and tuition assistance coverage.



## RVC is now an Amazon Career Choice Partner:

**Completed a “rigorous selection process” to become an approved institution for Career Choice Paths:**

Three tracks to choose from



### Foundations

English language and other foundational skills to help employees excel in their current role.



### Pathways

Education and job training to help employees find a new job at Amazon or elsewhere.



### College

Education options that allow employees to start or continue earning college credit towards a degree



## Eligibility Requirements:

- Education benefit for Amazon employees to learn new skills
  - Eligible after 90 days of employment (full and part-time)
- Provides a variety of education and upskilling opportunities
  - 100% Tuition expenses up to \$5,250 per year (renewable, lifetime, includes tuition, books, fees)
  - All Credit courses eligible: AA, AS, AES, AAS, and Industry Certificates
  - On-campus, Online, On-site



Welcome, Taurus! This is your  
**Amazon Career Choice Tuition Voucher: College Credit**



<b>VOUCHER/INVOICE #</b> 0073473	<b>STUDENT NAME</b> XXXXXXXXXX
<b>FOR A MAXIMUM PAYMENT OF</b> \$ 5,250.00 *	<b>AMAZON EMPLOYEE ID</b> XXXXXXXXXX
<small>* Amount could change based on prior books/fees reimbursement</small>	<b>SCHOOL TO BE PAID</b> XXXXXXXXXX
<b>CAREER CHOICE ELIGIBILITY START DATE</b> 6/15/2017	<b>DEGREE TYPE</b> Associate Degree
<b>VOUCHER DUE TO SCHOOL BY</b> January 31, 2022	

## Sample Voucher





## Next Steps for RVC:

- March will start site visits recruiting for summer and fall
- Create marketing materials for the Rockford site in English and Spanish
- Create a landing page to link into Career Choice Portal
- Amazon committed to joining RVC Career Fairs

<b>1</b> Apply	<b>1</b> Llene la Solicitud de Matrícula
<b>2</b> Choose your area of interest	<b>2</b> Seleccione su Programa de Interés
<b>3</b> Meet with an Enrollment Coordinator a. Set up Technology b. Register for classes	<b>3</b> Reúnase con un Coordinador de Matrícula a. Configurar Acceso al Sistema b. Matricularse a Clases
<b>4</b> Go to Amazon's Career Choice Portal	<b>4</b> Visite la Página de Internet de Career Choice de Amazon
<b>5</b> Print out and turn in Voucher and send to Accounts Receivable	<b>5</b> Imprima y Entrégue el Cupón al Departamento de Pagos



# Questions?



Example landing website from City University of New York (CUNY)

## 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# 7822A

---

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>
-------------------------------------	------------------------

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>
--------------------------------	-------------------------

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 – (Capital Service Equipment: General Institutional)

**Duplo USA Santa Ana CA**

**\$22,076.00\*(11)**

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

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

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

**\$21,229.00\*(12)**

12. 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

---

Howard J. Spearman, Ph.D.  
President

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



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

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#761C

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

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

**ROCK VALLEY COLLEGE**  
Cash and Investment Report  
February 28, 2022

Month End Balance

Operating Cash Accounts

Illinois Bank & Trust	13,710,197
PMA Operating Cash	10,002,627
Petty Cash	3,274
ISDLAF*	23,252,091

Total Operating Cash: 46,968,190

Operating Investments Accounts

PMA Operating	5,662,716
ISDLAF*	3,318,550
CD's and CDARS	3,981,492
Treasuries	5,206,104
ISDLAF Term Series	2,500,000

Total Operating Investments: 20,668,861

**Total Operating Cash & Investments:** 67,637,051

<b>Total Operating Cash and Investments on January 31, 2022</b>	<b><u>68,827,552</u></b>
---	--------------------------

<b>Total Operating Cash and Investments on February 28, 2022</b>	<b><u>67,637,051</u></b>
--	--------------------------

<b>Total Operating Cash and Investments on February 28, 2021</b>	<b><u>58,371,407</u></b>
--	--------------------------

<b>% of Operating Budget</b>	<b>62.19%</b>
------------------------------	---------------

<b>Change in Operating Cash and Investments since January 31, 2022</b>	<b><u>(1,190,501)</u></b>
--	---------------------------

\*Illinois School District Liquid Asset Fund

Month End Balance

Capital Funds

Debt Service	1,133,038
Life Safety	1,817,336
CDB Escrow	3,925,174
Building Funds	3,971,111
ATC Capital	2,669,881

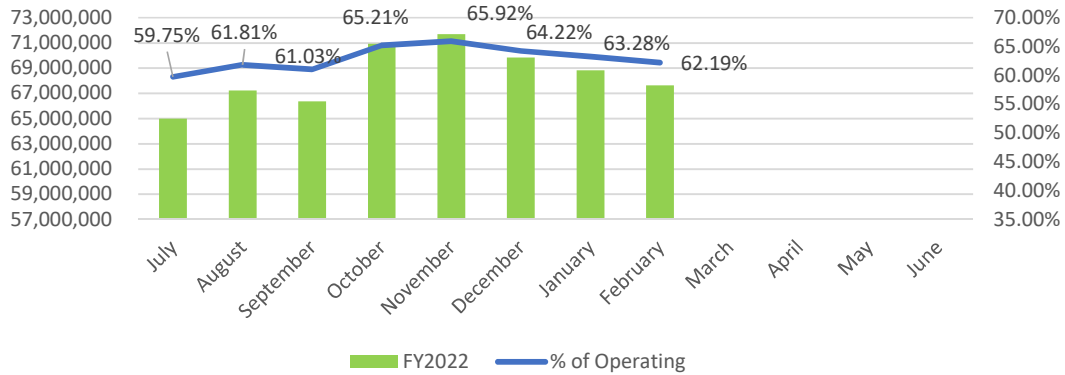
Total Capital Funds: 13,516,541

<b>Total Capital Funds on January 31, 2022</b>	<b><u>13,507,358</u></b>
--	--------------------------

<b>Total Capital Funds on February 28, 2022</b>	<b><u>13,516,541</u></b>
---	--------------------------

<b>Change in Capital Funds since January 31, 2022</b>	<b>9,183</b>
---	--------------

### Operating Cash Balance and % Coverage of FY'22 Operating Budget



Month / Year	Cash & Investments	Capital	Total
February 2022	67,637,051	13,516,541	81,153,592
February 2021	58,371,407	18,029,220	76,400,627
January 2022	68,827,552	13,507,358	82,334,910
January 2021	58,933,599	17,961,949	76,895,548
December 2021	69,848,911	13,496,844	83,345,754
December 2020	59,642,700	17,962,058	77,604,758
November 2021	71,696,104	23,491,608	95,187,713
November 2020	59,174,467	23,724,660	82,899,127
October 2021	70,928,131	23,288,062	94,216,193
October 2020	60,310,843	23,527,607	83,838,450
September 2021	66,373,319	26,989,336	93,362,655
September 2020	63,680,363	23,314,770	86,995,132
August 2021	67,229,922	24,163,878	91,393,799
August 2020	57,188,522	26,624,788	83,813,309
July 2021	64,988,026	22,955,921	87,943,946
July 2020	56,297,105	25,271,236	81,568,341
June 2021	65,999,909	22,845,925	88,845,834
June 2020	54,510,977	23,758,781	78,269,758
May 2021	58,904,746	17,697,700	76,602,446
May 2020	50,905,472	19,385,048	70,290,520
April 2021	57,702,722	16,321,268	74,023,990
April 2020	53,537,017	9,820,346	63,357,363
March 2021	57,889,015	16,320,911	74,209,926
March 2020	54,181,766	9,814,807	63,996,573
February 2021	58,371,407	18,029,220	76,400,627
February 2020	57,211,177	10,832,793	68,043,970

## Personnel Report

**Recommendation:** The Board of Trustees approve the following personnel actions:

### A. APPOINTMENTS

\_\_\_\_\_ 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.

### 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

**Third Addendum OSF Health and Wellness Agreement**

**BACKGROUND:**

OSF Healthcare System provides medical supplies and services at the RVCare onsite clinic location 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, 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 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**

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

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

Attachments: Second 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: \_\_\_\_\_

# ROCK VALLEY COLLEGE 2022 / AT A GLANCE CAMPUS FACILITY EVENTS

(These are in-person scheduled events)

Date	Event	Staff	Student	Athletic	Community
<b>March</b>					
03/01/22	First Tuesday Lecture - ERC 0214, 6pm	x	x		x
03/02/22	Belvidere Rotary Meeting - ATC 1300, 11:30am	x			x
03/02/22	Women's History Month Tea Party - SC 1118, 3pm	x	x		x
03/04/22	CNC Information Session - ATC 1300, 12pm	x	x		x
03/09/22	NJCAA National Men's Bball Tournament - PEC 1100, 12pm	x	x	x	x
03/10/22	RPS 205 All-City Art Festival - CLI Ground Floor, 9am	x	x		x
03/10/22	NJCAA National Men's Bball Tournament - PEC 1100, 10am	x	x	x	x
03/11/22	CLR Movie Matinee & Lunch - SC 1118, 11:30am	x	x		x
03/11/22	NJCAA National Men's Bball Tournament - PEC 1100, 12 pm	x	x	x	x
03/12/22	NJCAA National Men's Bball Tournament - PEC 1100, 12pm	x	x	x	x
03/15/22	ISRC Spring Conference - SC 1118, 8am	x	x		x
03/15/22	Baseball Home Game - GRDS BSBL, 3pm	x	x	x	x
03/15/22	Baseball Home Game - GRDS BSBL, 5:30pm	x	x	x	x
03/17/22	Harper Motorcycle Program Starts - JCSM & PKLT, 6pm	x			x
03/18/22	Sister to Sister Conference - SCCE 0285, 8am	x	x		x
03/18/22	Phi Theta Kappa Induction Ceremony - SC 1118, 7pm	x	x		x
03/20/22	Softball Home Game - GRDS BSBL, 12pm	x	x	x	x
03/20/22	Softball Home Game - GRDS BSBL, 2pm	x	x	x	x
03/21/22	St Patrick's Day Event - SC 1118, 11:30am	x	x		x
03/23/22	Wellness Wednesday - SC 1118, 10am	x	x		x
03/24/22	Women's History Month Craftivism Event - PEC 0110, 1pm	x	x		x
03/25/22	OSF and RRVBC Blood Drive - PKLT 3 & HSC 1108, 9am	x	x		x
03/25/22	Sense of Belonging Symposium - SC 1118, 12pm	x	x		x
03/26/22	Baseball Home Game - GRDS BSBL, 11am	x	x	x	x
03/26/22	Softball Home Game - GRDS BSBL, 12pm	x	x	x	x
03/26/22	Baseball Home Game - GRDS BSBL, 1:30pm	x	x	x	x
03/26/22	Softball Home Game - GRDS BSBL, 2pm	x	x	x	x
03/27/22	Baseball Home Game - GRDS BSBL, 11am	x	x	x	x
03/27/22	Softball Home Game - GRDS BSBL, 12pm	x	x	x	x
03/27/22	Softball Home Game - GRDS BSBL, 2pm	x	x	x	x
03/29/22	Softball Home Game - GRDS BSBL, 3pm	x	x	x	x
03/29/22	Softball Home Game - GRDS BSBL, 5pm	x	x	x	x
03/30/22	Women's History Month Panel Discussion - SC 1118, 12pm	x	x		x
03/30/22	ATC Ribbon Cutting Ceremony - ATC 6103, 2pm	x	x		x



**March 8, 2022**  
**Rock Valley College**  
**Board of Trustees Committee of the Whole**

**Athletics Update**

**Men's Basketball:**

RVC Men's Basketball won the Region IV Championship and the Great Lakes District Championship. RVC Men's Basketball will compete in the 2022 NJCAA National Tournament on March 9-12, 2022, at Rock Valley College. In addition, Tyler Bredehoeft was named the Region IV Coach of the Year.

**Women's Basketball:**

RVC Women's Basketball won the Region IV Championship and lost to NJCAA DIII #1 Owens in the Great Lakes District Championship in February. RVC Women's Basketball will compete in the 2022 NJCAA National Tournament on March 9-12, 2022, in Rochester, MN. Darryl Watkins was named the Region IV and N4C Coach of the Year.

**Bowling:**

RVC Men's and Women's Bowling qualified for the 2022 NJCAA DI National Championships in Lansing, MI, March 4-5, 2022. Going into the National Championships, RVC Women are the #1 ranked NJCAA Women's Bowling team, and RVC Men are the #2 ranked NJCAA Men's Bowling team.

**Baseball**

RVC Baseball is gearing up for the Spring Break trip to Dallas, Texas, March 3-10, 2022.

**Softball**

RVC Softball begins its season on March 3 in the Rosemont, Illinois Dome. From there, they will go on their Spring Break trip to Florida, in which they will play eight games vs. NJCAA DI opponents (including four games vs. NJCAA Top 20 D1 programs). RVC Softball is ranked #1 in the pre-season NJCAA ranking for the 8<sup>th</sup> consecutive year.



# **Football Program Review**

**Rock Valley College  
Board of Trustees Committee of the Whole  
March 8, 2022**

**Darin Monroe, Athletic Director**

**Dr. Patrick Peyer, Vice President of Student Affairs**



# Region and NJCAA Landscape

## Current Structure of NJCAA Football

- Nationally, 54 total NJCAA Football Programs out of 516 NJCAA Institutions.
- NJCAA football is available as DI or DIII only. DII is not an option.
  - DI requires full tuition/housing scholarships
- DIII currently has 13 total teams.
- Must compete against NJCAA opponents to be included in rankings and compete for National Championship.

<b>NJCAA DIII Programs</b>	<b>State</b>	<b>Miles from RVC</b>
College of DuPage	Illinois	74
Erie Community College	New York	622
Hudson Valley Community College	New York	901
Louisburg Community College	North Carolina	908
Nassau Community College	New York	901
Central Lakes Community College	Minnesota	455
Itasca Community College	Minnesota	467
Mesabi Range Community College	Minnesota	454
Minnesota State Community College	Minnesota	507
Minnesota West Community College	Minnesota	438
North Dakota SCS	North Dakota	532
Rochester Community and Technical College	Minnesota	270
Vermillion Community College	Minnesota	488



# Facilities Considerations

Facility Upgrades	Estimated Cost
Lighting for Night Games	\$ 350,000.00
Turf for Shared Field	\$ 1,500,000.00
Dome Structure	\$ 1,500,000.00
Expanded Bleachers for Additional Attendance	\$ 80,000.00
Outdoor Locker Room and Restroom Facility	TBD
	<b>\$ 3,430,000.00</b>





# Start-Up Cost Estimate

<b>Total Initial Costs</b>	
Uniforms	\$ 58,650.00
Practice Gear	\$ 9,000.00
Protective Equipment (helmets/shoulder pads/etc)	\$ 73,199.95
Gameday Facility (Pylons, Chains, Headgear, etc)	\$ 19,723.84
Athletic Training Equipment	\$ 33,800.00
Training Equipment (Footballs, Sleds, ropes, etc)	\$ 28,072.12
	<b>\$ 222,445.91</b>



# Staffing Estimate

Staffing	Salary Minus Benefits
Assistant Athletic Director (non-coach)	\$ 70,000.00
Sport Coordinator/Head Football Coach	\$ 55,000.00
Athletic Trainer (2)	\$ 100,000.00
Assistant Sport Coordinator/Assistant Football Coach	\$ 40,000.00
Benefits	\$ 75,000.00
Part Time Assistants (2)	\$ 24,000.00
	<b>\$ 364,000.00</b>

- Assistant athletic director: Oversight of compliance and eligibility (addition of football would expand department by 50%)
- Full-time football coach: Roster of 80-100 players to oversee
- Full-time assistant coach: Roster of 80-100 players to oversee
- Two additional athletic trainers: Expand the department by 50% and a sport with high injury rate.
- Two part-time assistant coaches: mirrors the current structure of athletic programs



# Initial Investment Estimate

<b>Initial Investment</b>	
Equipment/Uniforms	\$ 222,445.91
Additional Staffing	\$ 364,000.00
Facility Considerations	\$ 3,430,000.00
	<b>\$ 3,794,000.00</b>

**\*Does not include new outdoor locker/restroom facility, cost TBD.**



# Yearly Estimated Operating Budget

<b>Operating Expenses</b>	
<b>GL Description</b>	<b>Budget</b>
Dome Operating Expenses	\$ 350,000.00
Other Contractual Services : Football Team	\$ 38,391.00
Athletic Equipment : Football Team	\$ 66,128.00
Athlete Recruitment : Football Team	\$ 4,000.00
Other Supplies: Football Team	\$ 990.00
Participant Travel (non-RVC) : Football Team	\$ 49,376.00
Additional Insurance Estimation	\$ 85,000.00
	<b>\$ 593,885.00</b>

- Yearly dome expenses calculation is the current cost for the RCTC dome structure.
- Contractual services, athletic equipment, other supplies, and travel mirrors the five-year average of the College of DuPage football program.
- Additional insurance estimation is a calculation from fall 2018 when last presented football to Board.





# Yearly DIII Breakdown (including revenue)

Yearly Breakdown	
Type	Total
Tuition Revenue (Non-Scholarship)	\$ 294,000.00
Ticket Revenue	\$ 12,500.00
Sponsorship Revenue	\$ 7,500.00
Concessions Revenue	\$ 5,000.00
Staffing	\$ (364,000.00)
Operating Expenses	\$ (593,885.00)
	<b>\$ (638,885.00)</b>

**\*Tuition Revenue based on 80 students in fall and 60 students in spring.**

**\*\*D1 would have the cost of scholarships to include (tuition, fees, books, and housing)**



# Other Factors

- Title IX compliance: Adding 80-100 male athletes would necessitate the addition of female programs and athletes. ~2 programs, ~80 female athletes

\*Additional Title IX compliance cost not included in this summary.

- In-district vs. out-of-district/state recruiting
- Housing/meals/transportation for out-of-district/state student-athletes.
- Additional support staff (academic advisors/tutors) to ensure the football program meets the Athletic Department education outcomes and expectations. 2.5 GPA or higher.
- DI would have the cost of scholarships to include (tuition, fees, books, and housing).
- Roster turnover at semester (many NJCAA football programs sophomores leave for four-year institution after sophomore fall season) before degree completion.
- Tournament and Bowl participation costs: transportation, hotels, meals, etc.



---

# Questions?



# Automotive and Truck Driver Training Enrollment Numbers

Presented to RVC Board of Trustees Committee of the Whole  
March 8, 2022

---

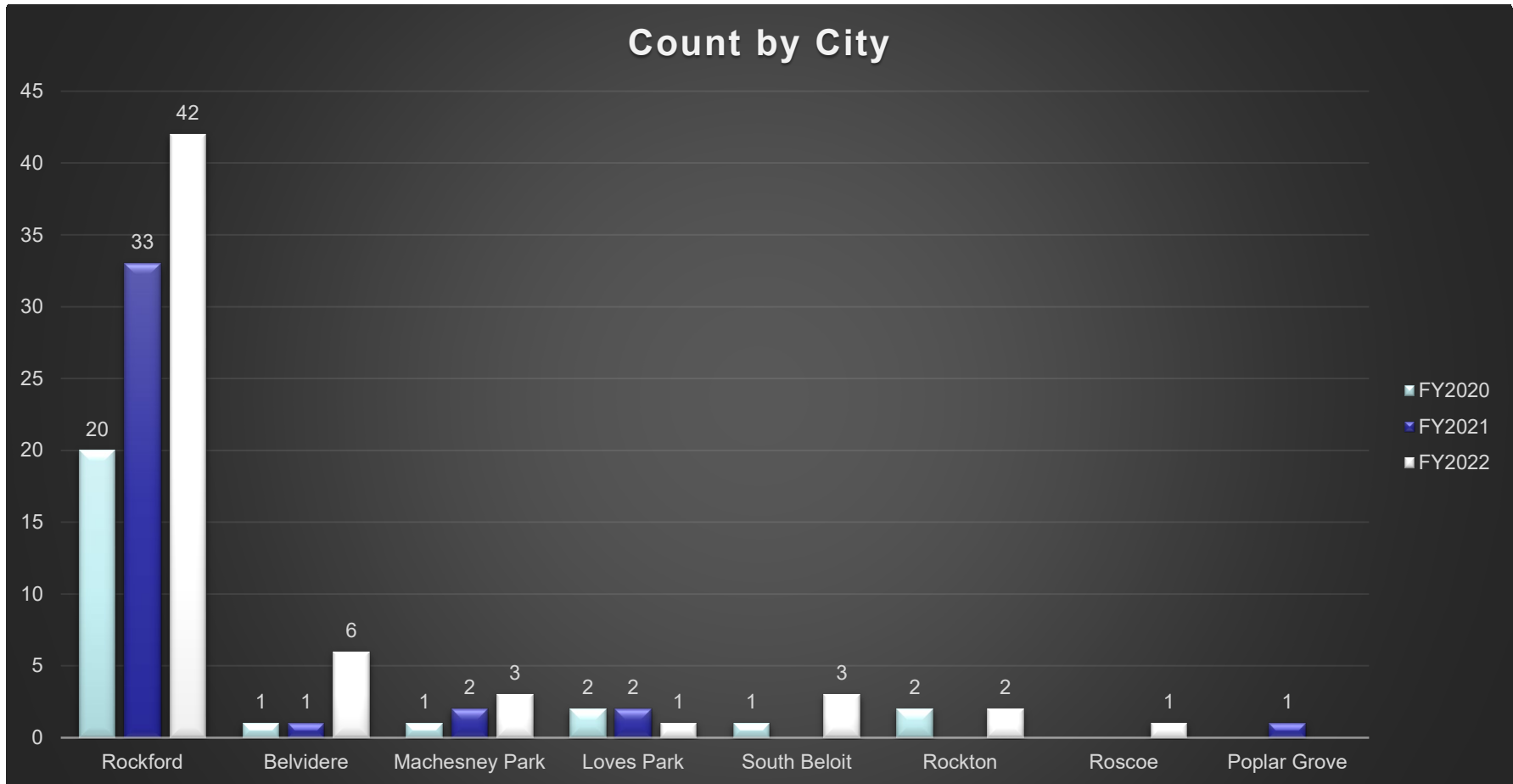
Rick Jenks, Vice President of Operations

# Background

- At the December 7, 2021, Rock Valley College Board of Trustees Committee of the Whole meeting, the concept of housing the Truck Driver Training (TDT) and the Automotive programs at the new Advanced Technology Center (ATC) was discussed.
- These two programs are currently housed at the Stenstrom Center for Career Education (SCCE).
- Also discussed was a new Electric (E)-Vehicle Program currently under development at RVC.
- To house the E-Vehicle and Automotive Programs at the ATC, the building would require an addition, or a drastic reduction of the Automotive Program, as there is not enough square footage for both programs.
- Board members requested information on the enrollment numbers for each program based on zip code (geographical location).

# Truck Driver Training Information

## Count by City

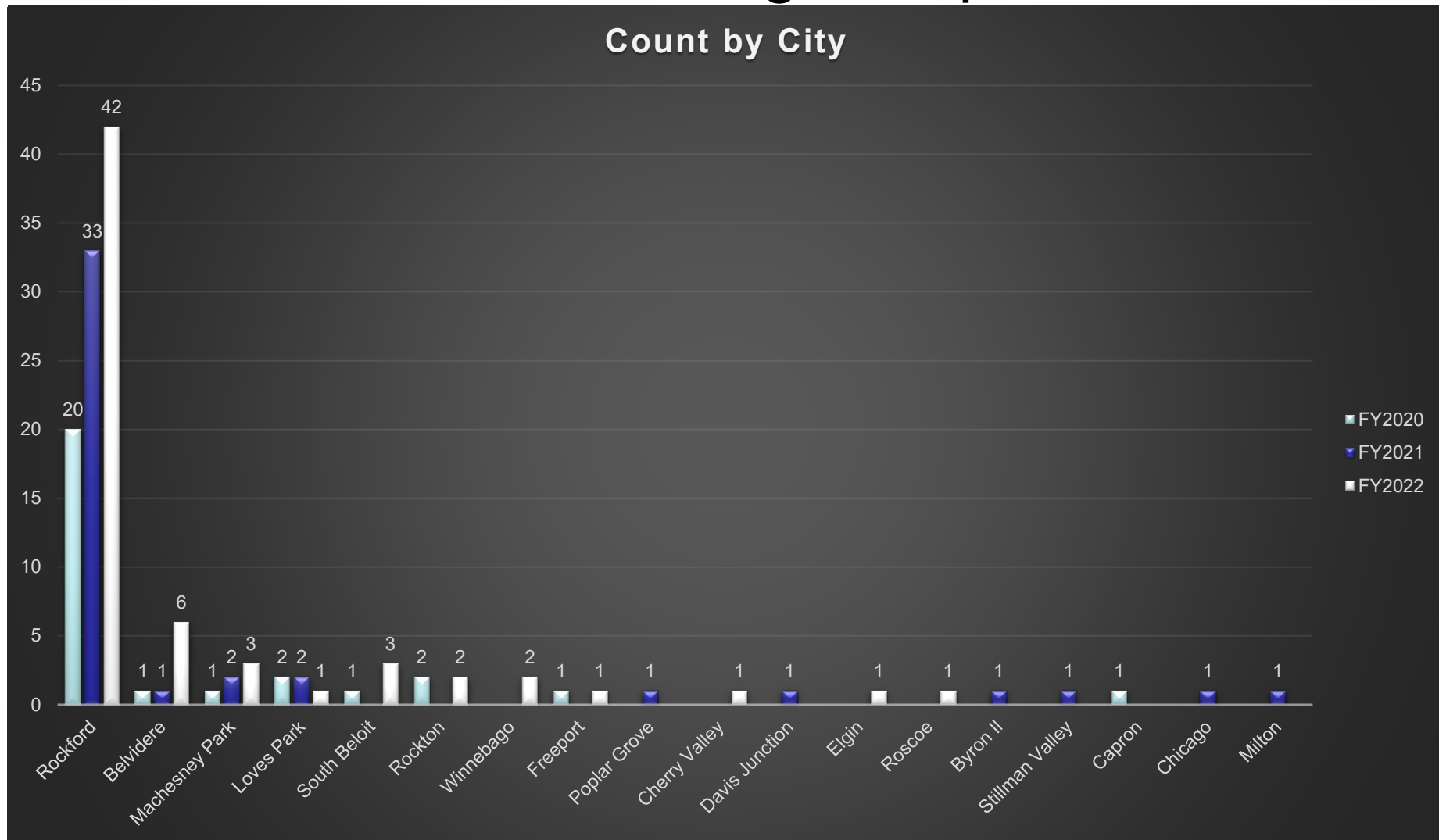


## Enrollment by County 2022

Winnebago: 55(87.3%) Boone: 6(9.5%)

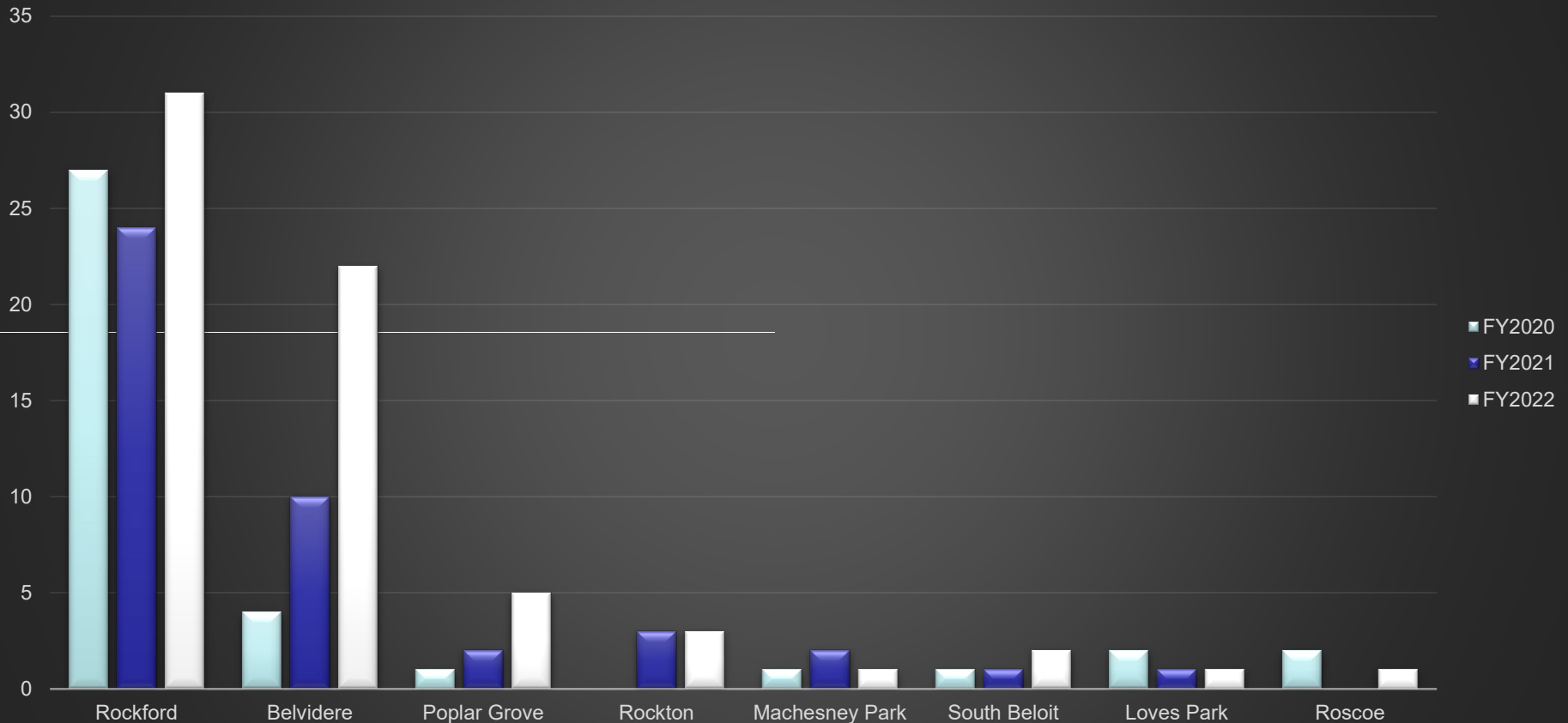
Stephenson: 1(1.6%) Other: 1(1.6%)

# Truck Driver Training Complete Data



# Automotive Numbers

## Count by City

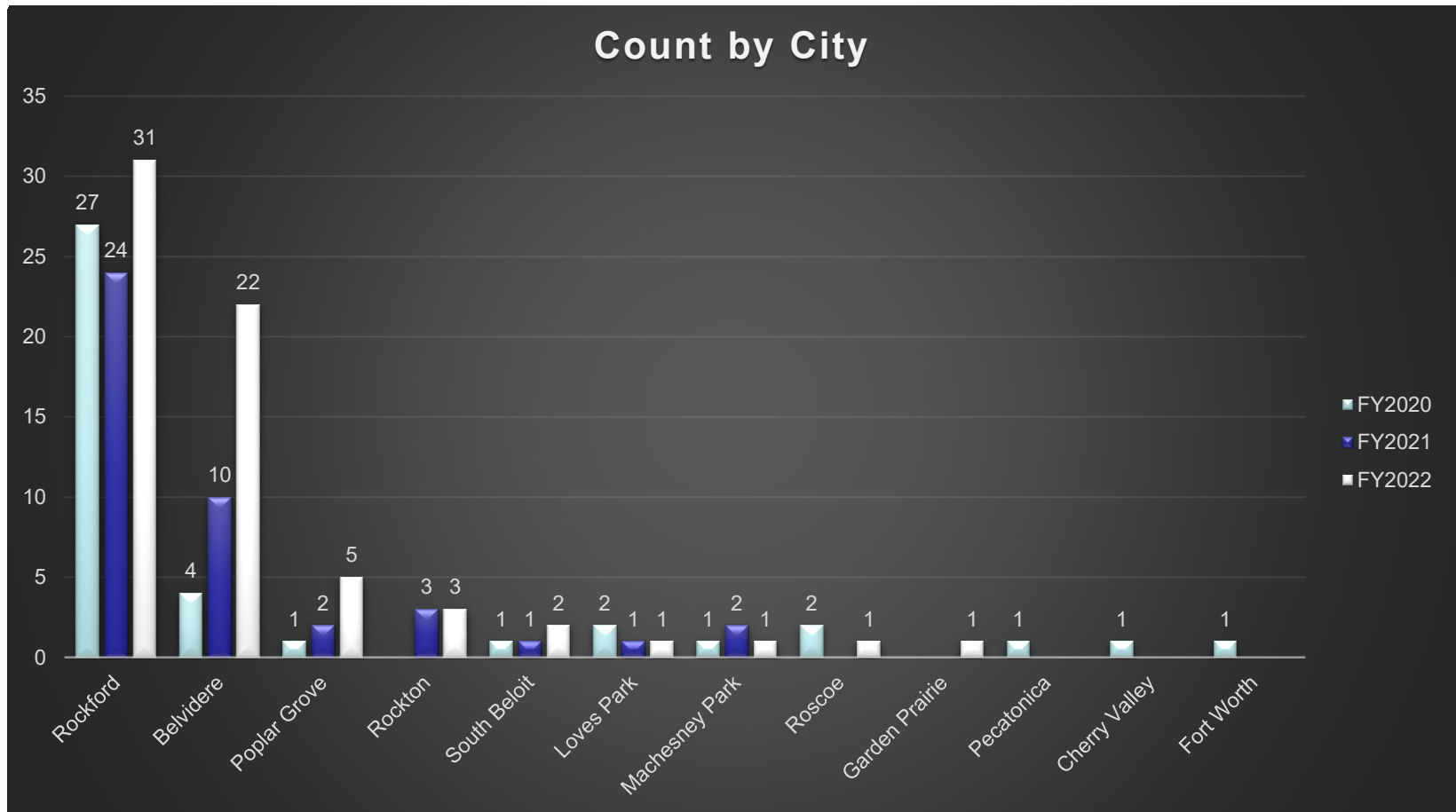


## Enrollment by County 2022

Winnebago: 39(58.2%)      Boone: 28(41.8%)



# Automotive Complete Numbers



# Questions?



## Advanced Technology Center Cost Summary

<b><u>1400 Big Thunder Blvd OZ, LLC</u></b>	<b><u>Approved</u></b>	<b><u>Spent</u></b>	<b><u>Remaining</u></b>	<b><u>Comments</u></b>
Building Acquisition	2,000,000.00	2,001,758.00	(1,758.00)	Board Report #7733, additional closing costs

<b><u>Stenstrom &amp; Sons Construction</u></b>	<b><u>Approved</u></b>	<b><u>Spent</u></b>	<b><u>Remaining</u></b>	<b><u>Comments</u></b>
<b>Total Contract Value:</b>	<b>5,887,000.00</b>	<b>5,178,429.92</b>	<b>708,570.08</b>	Board Report #7774-B and #7774-C
<i>Building Construction</i>	4,069,931.00	3,866,434.45	203,496.55	
<i>FFE for Building Construction</i>	1,317,069.00	1,253,467.57	63,601.43	
<i>Construction Allowance</i>	500,000.00	58,527.90	441,472.10	

<b><u>District 100</u></b>	<b><u>Approved</u></b>	<b><u>Spent</u></b>	<b><u>Remaining</u></b>	<b><u>Comments</u></b>
<b>Total Approved</b>	<b>418,000.00</b>	<b>407,863.21</b>	<b>10,136.79</b>	Board Report #7767-C
Equipment	7,000.00	0.00	7,000.00	
Signage	18,109.50	18,109.50	0.00	
Permits & Fees	15,292.50	12,155.71	3,136.79	
Architect & Engineering	92,437.00	92,437.00	0.00	
Architect & Engineering (Additional Scope)	285,161.00	285,161.00	0.00	Board Report #7792-B

<b>Total Project Construction:</b>	<b>8,305,000.00</b>	<b>7,588,051.13</b>	<b>716,948.87</b>
------------------------------------	---------------------	---------------------	-------------------

<b><u>Furniture, Fixtures &amp; Equipment (FFE)</u></b>	<b><u>Approved</u></b>	<b><u>Spent</u></b>	<b><u>Remaining</u></b>	<b><u>Comments</u></b>
<b>Total Approved*</b>	<b>4,400,185.69</b>	<b>3,702,975.89</b>	<b>697,209.80</b>	

<b>Total Project FFE:</b>	<b>4,400,185.69</b>	<b>3,702,975.89</b>	<b>697,209.80</b>
---------------------------	---------------------	---------------------	-------------------

### BUDGET

	<b><u>Budget</u></b>	<b><u>Approved</u></b>	<b><u>Spent</u></b>	<b><u>Remaining to be Spent</u></b>	<b><u>Remaining in Budget</u></b>
ATC Building	8,305,000.00	8,305,000.00	7,588,051.13	716,948.87	0.00
ATC Equipment & FF&E*	5,300,000.00	4,400,185.69	3,702,975.89	697,209.80	899,814.31
ATC Operational Costs*	358,277.43	358,277.43	307,809.49	50,467.94	0.00
ATC Tuition	1,500,000.00	1,500,000.00	173,104.50	1,326,895.50	0.00
	15,463,277.43	14,563,463.12	11,771,941.01	2,791,522.11	899,814.31

\*Expenditures \$10,000 and greater have been approved by the Board

Total Funds Available	15,728,870.42
Funds Unallocated	265,592.99

## ATC CHANGE ORDERS

Different \$\$

CHANGE ORDER	DESCRIPTION	PROPOSED COSTS	FINAL COSTS	NOTES	APPROVED
Change order #1	Steel stud framing of the soffit columns	14,021.00	7,717.00		BR #7785-G, PR #759G
Change order #2	Replace plumbing fixtures and flush valves in existing restrooms	9,172.00	9,172.00		BR #7785-G, PR #759G
Change order #3	Provide 3 ADA hand washing stations in labs	2,407.00	1,010.00		BR #7785-G, PR #759G
Change order #4	Credit to reuse existing door frames	(7,050.00)	(7,050.00)		BR #7808-D, PR #762D
Change order #7	Reinforcement in concrete topping over the precast in the Metrology lab	2,514.00	2,514.00		BR #7808-D, PR #762D
Change order #8	Elimination of the exit sign for a credit	(230.00)	(230.00)		BR #7808-D, PR #762D
Change order #9	Changing the overhead door from glass to steel in 1314 storage room for a credit (PR- 002)	(4,680.00)	(4,680.00)		BR #7808-D, PR #762D
Change order #10	Revisions to eliminate water service to building (PR-003)	(6,678.00)	(7,062.00)		BR #7808-D, PR #762D
Change order #11	Revisions to hardware (PR-004)	24,153.00	23,880.00		BR #79822-B, PR #765B
Change order #12	Changes per State Plumbing Inspector's rough in inspection (PR-005)	7,792.00	7,792.00		BR #7808-D, PR #762D
Change order #13	Extend walls of Modular Conference Room 1115 to ceiling (PR-006)	428.00	428.00		BR #7808-D, PR #762D
Change order #14	Force main piping material in-lieu of scheduled piping material (RFP-007)	3,139.00	3,139.00		BR #7808-D, PR #762D
Change order #15	Flue extension to RTU-15 as directed by OEMA (RFI-010)	526.00	526.00		BR #7808-D, PR #762D
Change order #16	Remove existing damaged drywall in Men's & Women's restroom & replace with new moisture resistant drywall	10,634.00	9,358.00		BR #7808-D, PR #762D
Change order #17	Ceiling grid and tile in storeroom 1157 (RFI-44)	1,204.00	1,204.00		BR #7817-E, PR #763E
Change order #18	Saw cutting and patching floor at the front entrances	1,433.00	1,433.00		BR #79822-B, PR #765B
Change order #19	Add drywall ceiling in existing women's restroom 1149 (PR-009)	1,363.00	1,363.00		BR #7817-E, PR #763E
Change order #20	Install new Astro 2x4 ceiling tiles in existing grid. (PR-008 Option A)	21,303.00	0.00	REJECTED BY ARCHITECT	Not Approved
Change order #21	Install new USG Radar second look (old) 2x4 ceiling tiles in existing grid. (PR-008 Option B)	18,322.00	0.00	REJECTED BY ARCHITECT	Not Approved

Different \$\$

CHANGE ORDER	DESCRIPTION	PROPOSED COSTS	FINAL COSTS	NOTES	APPROVED
Change order #22	Credit for 2x2 USG Radar second look 2x2 ceiling tile in lieu of 2x2 Astro ceiling tile. (PR- 008 Option A base bid rooms only)	(5,830.00)	0.00	REJECTED BY ARCHITECT	Not Approved
Change order #23	Credit for providing cable tray and PVC cable in lieu of pipe and wire for Welding Room 1502, plus provide cable tray in lieu of pipe and wire for CNC (- 960+320=640)	(640.00)	(640.00)		BR #7817-E, PR #763E
Change order #24	Revision to IT Network Rack, additional data port and plywood on walls for mounting equipment	823.00	823.00		BR #79822-B, PR #765B
Change order #25	Provide power to the 3 overhead doors at the loading dock (RFI-43)	9,867.00	7,473.00		BR #7817-E, PR #763E
Change order #26	Reduced length of marker boards	(1,055.00)	(1,055.00)		BR #7817-E, PR #763E
Change order #27	Add small wall to cover plumbing piping in storeroom 1608 (RFI-17)	1,256.00	1,256.00		BR #7817-E, PR #763E
Change order #28	Add drywall from top off existing wall in welding room to roof deck. (RFI-41 Alternate 1)	5,371.00	5,371.00		BR #7817-E, PR #763E
Change order #29	Add drywall from top of existing wall to bottom of duct work. (RFI-41 Alternate 2)	2,452.00	0.00	REJECTED BY ARCHITECT	Not Approved
Change order #30	Credit for eliminating floor finish in TDT waiting area	(1,247.00)	(1,247.00)		BR #7822-B, PR #765B
Change order #31	Vinyl plank flooring for front lobby	13,988.00	13,316.00		BR #7822-B, PR #765B
Change order #32	Credit for eliminating the installation of lockers	(3,705.00)	(3,705.00)		BR #7822-B, PR #765B
Change order #33	Remove existing conduit stubs on exterior front wall from old signage	1,615.00	1,615.00		BR #7822-B, PR #765B
Change order #34	Skim coating of the front vestibule walls to minimize different textures	946.00	946.00		BR #7822-B, PR #765B
Change order #35	Five access panels in restrooms 1601 & 1603	1,553.00	1,553.00		BR #7822-B, PR #765B
Change order #36	New diffusers & grills in restrooms 1601 & 1603 because of new hard ceiling	2,054.00	1,716.00		BR #7822-B, PR #765B
Change order #37	Credit for eliminating the welding gas shut off valves which are now being provided by Praxair	(1,503.00)	(1,503.00)		BR #7822-B, PR #765B

Different \$\$

CHANGE ORDER	DESCRIPTION	PROPOSED COSTS	FINAL COSTS	NOTES	APPROVED
Change order #38	Replaced a large number of couplings on existing sprinkler system that were leaking	3,296.00	3,296.00		BR #7822-B, PR #765B
Change order #39	Demolition of curbing and Installation of new ADA ramp and crosswalk for bus stop	7,350.00	5,088.00		BR #7822-B, PR #765B
Change order #40	Installation of 10 X 10 overhead door on the exterior wall of CNC Lab	23,467.00	23,467.00		BR #7822-B, PR #765B
Change order #41	Remove 5 old additional electrical boxes no longer in use in office 1139, Patch and paint.	832.00	832.00		BR #7822-B, PR #765B
Change order #42	Provide electrical receptacles to each IT rack for UPS system	149.00	149.00		BR #7822-B, PR #765B
Change order #43	Drain sprinkler system and relocate 2 sprinkler heads that conflict with the new ceiling grid in open office area 1121	626.00	626.00		BR #7946-D
Change order #44	Provide one additional vertical wire manager for the second floor IDF rack due to the number of cables	1,350.00	1,350.00		BR #7946-D
Change order #45	Credit for eliminating parking lot signs which will now be provided by RVC Police to meet IDOT requirements	(530.00)	(530.00)		BR #7946-D
Change order #46	Demo existing wall and reconstruct around mop sink basin in equipment room 1608 which has rotted through the steel studs	4,047.00	3,387.00		BR #7946-D
Change order #47	Change on demand water heating for restrooms 1109 & 1109 to meet plumbing inspector code requirements	890.00	890.00		BR #7946-D
Change order #48	Credit to provide 6" stainless steel base in lieu of 12" stainless steel base in Welding Lab	(1,710.00)	(1,710.00)		BR #7877-B
Change order #49	Grind and remove epoxy sealer and reapply a densify sealer on all concrete areas	9,879.00	9,879.00		BR #7877-B
Change order #50	To disconnect the duct heaters and remove diffusers & supply ducts to IT network rooms	5,412.00	5,412.00		BR #7851-D
Change order #51	Additional electrical for the CNC lab to accommodate additional machines	122,364.00	122,364.00		BR #7851-D
Change order #52	Replace the outside fire connection per the fire inspection report	993.00	993.00		BR #7851-D
Change order #53	Furnish & install new Bradley hand washing stations in the large restrooms	15,235.00	0.00	REJECTED, due to cost and long lead time. Will retrofit for less than \$6,000 with another contractor solution	

Different \$\$

CHANGE ORDER	DESCRIPTION	PROPOSED COSTS	FINAL COSTS	NOTES	APPROVED
Change order #54	Install new expansion tank on the existing hot water heater per the state plumbing inspection	3,033.00	3,033.00		BR #7851-D
Change order #55	Install new hot water heater per the state plumbing inspection	6,931.00	5,891.00		BR #7851-D
Change order #56	Stainless Steel security bench with handcuff rail for the Police office 1101	214.00	0.00		BR #7877-B
Change order #57	Replace the double check valve with an RPZ back flow device per the state plumbing inspection	9,767.00	9,767.00		BR #7851-D
Change order #58	Relocate 2 light fixtures in conference room that conflict with modular glass walls	543.00	543.00		BR #7851-D
Change order #59	Cap plumbing, remove light fixture & patch drywall in office area	1,770.00	1,770.00		BR #7851-D
Change order #60	Provide smaller alternate benches in single restrooms	(4,375.00)	(4,375.00)		BR #7877-B
Change order #61	Install tamper switch on existing RPZ fire sprinkler valve per the state plumbing inspector request	2,253.00	2,253.00		BR #7877-B
Change order #62	Provide 16 additional data drops in computer lab 1310 due to increasing the seating capacity to 40	6,833.00	6,833.00		BR #7877-B
Change order #63	Furnish & install RG-11 coax from MDF to each IDF and 120V power, RG-11 coax and data cables to two lobby TV displays	8,932.00	8,932.00		BR #7877-B
Change order #64	Installation of SOOW cord drops in lieu of rigid conduits for 6 CNC lathe machines	5,203.00	5,203.00		BR #7877-B
Change order #65	Installation of access panel to new transformers above the Metrology Lab from the CNC Lab	1,412.00	1,412.00		BR #7877-B
Change order #66	Diagnose and rework controls in 4 existing Carrier HVAC roof top units and replace control boards	2,794.00	2,794.00		BR #7877-B
Change order #67	Install taller overhead door in CNC lab to Flex lab 1514	24,053.00	24,053.00		BR #7877-B

Different \$\$

CHANGE ORDER	DESCRIPTION	PROPOSED COSTS	FINAL COSTS	NOTES	APPROVED
Change order #68	Install 2 electrical circuit with disconnect to the welding filter exhaust fan motor and welding filter VFD	5,517.00	5,517.00		BR #7877-B
Change order #69	Install electrical circuit with disconnect to the exhaust fan for the welding oxygen acetylene table	4,576.00	4,576.00		BR #7877-B
Change order #70	Install electrical circuit breakers, circuit breakers, plugs and receptacles on welders	6,743.00	6,743.00		BR #7877-B
Change order #71	Changes to the fire alarm devices due to the Welding partitions blocking them	1,161.00	1,161.00		BR #7877-B
Change order #72	Compressed air drops to equipment in CNC, Welding and Mechatronics	26,777.00	26,777.00		BR #7877-B
Change order #73	Installation of SOOW cord drops in lieu of rigid conduits the manual lathes and mills.	2,546.00	2,546.00		BR #7877-B
Change order #74	Installation of two 120V weatherproof duplex receptacles in the exterior tank farm for the fume and exhaust system	1,562.00	1,562.00		BR #7892-C
Change order #75	Pull and replace rotted electrical wiring between two parking lot lights	2,343.00		REJECTED BY OWNER. Not part of construction contract. RVC will handle repairs.	
Change order #76	Connect the fire sprinkler valve tamper switch on exterior fire suppression system at tank farm	2,085.00		REJECTED BY OWNER. RVC will install.	
Change order #77	Cut open and frame existing wall for supply and return ductwork of the welding fume exhaust system	1,334.00	1,334.00		BR #7892-C
Change order #78	Installation of electrical drop for the large format shear in Welding Lab	1,717.00		Rec'd quote 2/3/22	Verbal approval rec'd 1/5/22
Change order #100	Assignment of Praxair to Stenstrom for the Welding Lab Fume & Exhaust	71,777.79	58,527.90	Assigned to Stenstrom \$679,564.79, increase due to project management \$71,777.79, Paid \$58,527.90 as of 1/31/22	BR #7851-D
	<b>Total</b>	<b>463,670.79</b>	<b>428,778.90</b>		



ROCK  
VALLEY  
COLLEGE  
ADVANCED  
TECHNOLOGY  
CENTER

