

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

**ROCK VALLEY COLLEGE BOARD OF TRUSTEES REGULAR MEETING**

5:15 p.m., May 23, 2023

Room 0214, Performing Arts Room, Educational Resource Center

**MINUTES**

**Call to Order**

The Regular meeting of the Board of Trustees of Community College District No. 511, Winnebago, Boone, DeKalb, McHenry, Ogle, and Stephenson Counties, Illinois, convened in Room 0214, known as the Performing Arts Room (PAR), in the Educational Resource Center on Tuesday, May 23, 2023. The meeting was called to order by Board Chair Gloria Cardenas Cudia at 5:15 p.m.

**Roll Call**

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

Ms. Gloria Cardenas Cudia	Mr. Bob Trojan
Mr. Paul Gorski	Ms. Kristen Simpson
Mr. Richard Kennedy	Ms. Crystal Soltow
Student Trustee Mr. Ryan Russell	
Incoming Student Trustee Mr. Juan Noguera	

The following trustee was absent at roll call: Mr. John Nelson

Also in attendance: Dr. Howard Spearman, President; Dr. Amanda Smith, Vice President Liberal Arts and Adult Education/Chief Academic Officer; Mr. Rick Jenks, Vice President Operations/Chief Operations Officer; Mr. Jim Handley, Vice President Human Resources; Ms. Heather Snider, Vice President Institutional Effectiveness and Communications; Dr. Patrick Peyer, Vice President Student Affairs; Mr. Keith Barnes, Vice President Equity and Inclusion; Dr. Hansen Stewart, Vice President Industry Partnerships and Community Engagement; Ms. Jennifer Thompson, Executive Director College Communications; Ms. Ann Kerwitz, Assistant to the President; Ms. Betsy Saucedo, Interim Assistant to the President; Attorney Matthew Gardner, Robbins Schwartz.

**Board Member Attendance by Means Other than Physical Presence**

Trustee Gorski made a motion, seconded by Trustee Simpson, to allow Trustee John Nelson to attend the May 23, 2023 Board of Trustees regular meeting via teleconference, as he is not able to attend in person due to illness.

The motion was approved by unanimous roll call vote.

Trustee Nelson then joined the meeting via telephone.

**Communications and Petitions (Public Comment)**

No public comments were received.

### Recognition of Visitors

RVC President Dr. Howard Spearman recognized Mr. Ryan Russell for his service to the College during his tenure as the 2022-2023 student trustee. Trustees added their congratulations and accolades to Mr. Russell, who thanked trustees for the opportunity to serve with them.

Attorney Matthew Gardner administered the oath of office to Mr. Juan Nogueta, the incoming student trustee. Trustees congratulated Mr. Nogueta and are looking forward to working with him. Mr. Nogueta took his seat and joined the meeting.

### General Presentations

There were no general presentations.

### Approval of Minutes

A motion was made by Trustee Gorski, seconded by Trustee Trojan, to approve the minutes of the April 11, 2023 Committee of the Whole meeting; the April 17, 2023 Special Meeting-Review Draft 2023 Facilities Master Plan; and the April 25, 2023 Regular and Reorganization meeting.

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

### Action Items

#### **1. BR 8037 – Claims Sheet – April 2023**

The Board Report reads in part: It is recommended that the Board of Trustees approves the claims sheets from the Ellucian check register for the period from April 1, 2023 to April 30, 2023. The total is \$2,556,245.97.

A motion was made by Trustee Gorski, seconded by Trustee Trojan, to approve Board Report 8037.

Trustee Nelson announced that he would abstain, as he is on the list of checks for a reimbursement. There was no further discussion. The motion was approved by majority roll call vote. Trustees Gorski, Kennedy, Simpson, Soltow, Trojan and Cudia votes yes. Trustee Nelson abstained. Student Trustee Nogueta voted yes (advisory).

#### **2a. BR 8038-A – Purchase Report-A – FY2023 Amendments**

The Board Report reads in part: It is recommended that the Board of Trustees approves the marked items for purchase on Board Report 8020-A, Purchase Report-A.

\$	100,000.00	A.	American Express, Chicago, IL
\$	20,000.00	B.	Johnson Controls, Inc., Rockford, IL
\$	2,000.00	C.	Schnucks Markets, Inc., St. Louis, MO.
\$	2,000.00	D.	Kelley Williamson, Co, Rockford, IL

A motion was made by Trustee Gorski, seconded by Trustee Trojan, to approve Board Report 8038-A.

In response to a question from Trustee Gorski, Dr. Spearman provided a brief review of the controls used by the College for use of credit cards. Due the absence of Vice President of Finance Ellen Olson, Dr. Spearman will verify the procedures with Ms. Olson and advise trustees if any changes have been made.

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

**2b. BR 8038-B – Purchase Report-B – FY2023 Purchases**

The Board Report reads in part: It is recommended that the Board of Trustees approves the marked items for purchase on Board Report 8020-B, Purchase Report-B.

\$ 64,184.32	A. Entre Computer Solutions, Machesney Park, IL
\$ 68,522.49	B. Entre Computer Solutions, Machesney Park, IL
\$ 30,000.00	C. John Morrissey Accounting, Inc., Rockford, IL
\$ 15,000.00	D. Edward Caceres, Delavan, WI
\$ 25,000.00	E. Mike Rogers Consulting, Rockford, IL
\$ 11,960.00	F. Aidex, Rockford, IL
\$ 12,132.76	G. Lakeshore Learning, Carson, CA
\$ 7,500.00	H. Nucleus Robotics, Los Angeles, CA
\$ 7,500.00	I. Nucleus Robotics, Los Angeles, CA

A motion was made by Trustee Gorski, seconded by Trustee Trojan, to approve Board Report 8038-B. There was no discussion. The motion was approved by unanimous roll call vote.

**2c. BR 8038-C – Purchase Report-C – FY2024 Purchases**

The Board Report reads in part: It is recommended that the Board of Trustees approves the marked items for purchase on Board Report 8038-C, Purchase Report-C.

\$ 117,073.00	A. Van Galder, Janesville, WI
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A motion was made by Trustee Gorski, seconded by Trustee Trojan, to approve Board Report 8038-C. There was no discussion. The motion was approved by unanimous roll call vote.

**3. BR 8039 – Collection Services Firm**

The Board Report reads in part: It is recommended that the Board of Trustees authorizes staff to engage National Credit Management, St. Louis, MO, as the College's collection services firm for a five-year term.

A motion was made by Trustee Trojan, seconded by Trustee Soltow, to approve Board Report 8039.

There was no discussion. The motion was approved by majority roll call vote. Trustees Kennedy, Simpson, Soltow, Trojan and Cudia voted yes. Trustees Gorski and Nelson voted no. Student Trustee Noguera voted yes (advisory).

**4. BR 8040 – Compensation Study Implementation**

The Board Report reads in part: It is recommended that the Board of Trustees supports Administration's plan to implement the recommendations made by the compensation study consultant Carlson Dettmann.

A motion was made by Trustee Trojan, seconded by Trustee Simpson, to approve Board Report 8040.

Trustee Gorski commented that he wishes this was more of a pay equity so that pay would be equitably shared among the classes. Trustee Nelson agreed. Trustee Gorski added that he will vote no.

The motion was approved by majority roll call vote. Trustees Kennedy, Simpson, Soltow, Trojan and Cudia voted yes. Trustees Gorski and Nelson voted no. Student Trustee Nogueta voted yes (advisory).

**5. BR 8041 – Tentative Budget for Fiscal Year 2024**

The Board Report reads in part: It is recommended that the Board of Trustees approves the FY2024 Tentative Budget and submits any questions to Chief Financial Officer Ellen Olson. The public hearing will be scheduled for 5:30 p.m. on June 27, 2023.

A motion was made by Trustee Trojan, seconded by Trustee Gorski, to approve Board Report 8041.

Trustee Trojan noted that the Notice of Public Hearing is also approved. The FY2024 Tentative Budget will be available to the public to review prior to the June 27 Public Hearing.

The motion was approved by unanimous roll call vote.

**6. BR 8042 – Personnel Report**

The Board Report reads in part: It is recommended that the Board of Trustees approves the personnel actions listed on Board Report 8042.

A motion was made by Trustee Nelson, seconded by Trustee Gorski, to approve Board Report 8042. There was no discussion. The motion was approved by unanimous roll call vote.

**7. BR 8043 – Holiday College Closure**

The Board Report reads in part: The Board of Trustees approves that beginning in 2023 and each year thereafter, the College will remain closed between the Christmas Day and New Year's Eve holidays.

A motion was made by Trustee Gorski, seconded by Trustee Nelson, to approve Board Report 8043. There was no discussion. The motion was approved by unanimous roll call vote.

**8. BR 8044 – Intergovernmental Cooperation Agreement: 2023-2024 IDOT Highway Construction Careers Training Program**

The Board Report reads in part: It is recommended that the Board of Trustees approves an Intergovernmental Cooperation Agreement between the Illinois Department of Transportation and Rock Valley College at a not-to-exceed amount of \$336,419 for Rock Valley College to administer the 2023-2024 IDOT Highway Construction Careers Training Program. **Attorney Reviewed.**

A motion was made by Trustee Nelson, seconded by Trustee Gorski, to approve Board Report 8044.

In response to a question from Trustee Gorski on how well the program has been received, Dr. Hansen Stewart noted it has been received well and provided information on the number of participants and completers. Trustees are invited to attend the graduation to be held at 2:00 p.m. on June 8 in the Performing Arts Room.

The motion was approved by unanimous roll call vote.

**9. BR 8045 – Donation Report: Tools and Toolbox for Use by Advanced Technology Center (ATC) Programs**

The Board Report reads in part: It is recommended that the Board of Trustees accepts and acknowledges the donation of the toolbox and tools by John Hemphill of Belvidere, IL. The value of this donation is at least Ten Thousand Dollars (\$10,000.00).

A motion was made by Trustee Trojan, seconded by Trustee Gorski, to approve Board Report 8045. There was no discussion. The motion was approved by unanimous roll call vote.

**10. BR 8046 – Donation Report: City of Loves Park Police Department-Squad Car**

The Board Report reads in part: It is recommended that the Board of Trustees accepts and acknowledges the generous donation of a used squad car by the City of Loves Park.

A motion was made by Trustee Gorski, seconded by Student Trustee Nogueta, to approve Board Report 8046. There was no discussion. The motion was approved by unanimous roll call vote.

**11. BR 8047 – Resolution to Establish Decennial Committee on Local Government Efficiency as Required by Public Act 102-1088**

The Board Report reads in part: The Decennial Committee on Local Government Efficiency is hereby established. Rock Valley College shall provide administrative and other support to the Committee, as determined by the Community College's President. The Committee shall be dissolved upon the publication of the report required under Section Five of the Resolution (due on or before November 23, 2024) until such time as it is re-established with newly appointed members pursuant to Section 10 of the Decennial Committees on Local Government Efficiency Act.

**Attorney Reviewed.**

A motion was made by Trustee Gorski, seconded by Trustee Nelson, to approve Board Report 8047. There was no discussion. The motion was approved by unanimous roll call vote.

**Other Business**

**1. New Business**

There was no new business presented to the Board of Trustees

**2. Unfinished Business**

Chief Operations Officer Rick Jenks provided an update on the required testing related to Phase II Parking Lot Renovations at the Advanced Technology Center. In March, discussions regarding the contingency process and change orders were reviewed by the Board. Jenks explained that he will be presenting change orders for testing compaction of the parking lot subbase, a credit for roofing, moving a fire extinguisher, and adding bollards around hydrants at the request of the fire department. Jenks will present a full report at the June Committee of the Whole meeting.

In response to a question from Trustee Nelson, Jenks explained the testing of the ATC parking lot is being done to ensure the soil is properly compacted, and he does not anticipate any issues.

## Updates / Reports

### 1. **President's Update**

Dr. Spearman presented highlights of the 13 completion and graduation ceremonies held in May.

- The GED and ICAPS ceremony celebrated 54 graduates.
- The inaugural Certificate Completion ceremony celebrated 70 participants.
- Many of the participants in the pinning ceremonies shared that they had jobs before completing their degrees and certificates.
- Trustees are invited to attend the RAISE program ceremony to be held May 25 in the Student Center Atrium. RAISE stands for Raising Aspirations through an Inclusive Student Experience. The program focuses on young adults who have intellectual disabilities and wish to participate in a comprehensive college environment.
- Approximately 523 graduates participated in the two Commencement ceremonies.
- Thank you to the Commencement and Completion committees for their hard work coordinating the ceremonies.
- Thank you to the FPOM team for their hard work beautifying the campus and preparing the setups for all the ceremonies.
- 926 students earned a degree this year.
- Board Chair Cudia was the keynote speaker at the Hispanic Recognition Celebration. Students and their family members shared their appreciation for her ability to give her speech in both English and Spanish.
- Congratulations to Juan Noguera for his willingness to serve as student trustee. Thank you to Chad Roth, coordinator of the Fire Science program, and the Fire Department members who are also RVC adjuncts and came to support Juan.

Trustee Trojan commented that after looking at commencement programs since 2016, he noticed a decrease in nursing and in Associate of Science degrees and wondered if this is a trend. Dr. Smith confirmed the decrease in nursing is likely a result of the College not being able to offer a cohort during COVID. She will do some research to determine why the decrease in Associate of Science degrees.

### 2. **Leadership Team Updates**

- Dr. Patrick Peyer invited trustees to the RAISE graduation to be held at 4 pm on May 25 in the Atrium. He also provided an update on end-of year athletics including the men's golf program, baseball, and the addition of a women's golf team next year. The softball team is playing now at nationals in Spartanburg, SC. He also congratulated Athletic Director and Softball Coach Darin Monroe who has been named to the NJCAA Softball Coaches Hall of Fame.
- Vice President Keith Barnes reported that on April 28, the Department of Equity and Inclusion and the PAIC committee hosted the second annual Eagle Awards to highlight those who participate in DEI efforts around campus and in the community. Among the winners was former Student Trustee Ryan Russell.
- Vice President Heather Snider provided an enrollment update, noting that Summer II is 88% to budget, down from last year. Fall enrollment is at 60% to budget and is trending about the same as last year.
- Dr. Hansen Stewart explained that the College hosted a number of non-profit organizations at the ATC recently, and several are looking for professional development and leadership training from RVC. Plans for the next two-three months include visiting area companies to learn their manufacturing needs and introduce the RVC team. Trustees are invited to attend

the HCCTP graduation at 2:00 p.m. on June 8 in the Performing Arts Room. They expect 10-15 graduates.

- Vice President Rick Jenks explained that the purchase of all the downtown properties has been completed as of May 13. The next step will be to issue an RFQ to select an architect for the project. He also congratulated the RVC Police Department for reaching the gold standard of Lexitol for updating and documenting policies and procedures two years in a row. In addition, the Department has been accepted into the Illinois Law Enforcement Accreditation program. The process takes about 17 months and will lead to national accreditation.

Trustee Trojan noted that a town hall to explain the Facilities Master Plan (FMP) will be held May 31 and asked if state and local officials have been invited. Mr. Jenks explained that the College is still in the process of finalizing the FMP and that this town hall is for employees. Government officials will be contacted after trustees approve the final plan. Dr. Spearman added that the College is being intentional meeting about with legislators, and because the Illinois Assembly is still in session in Springfield, legislators likely would not be available.

### **3. ICCTA Report (Illinois Community College Trustees Association)**

Trustee Nelson reported that he was unable to attend the last meeting in Springfield, but that ICCTA is pleased with the pending bills and increased funding by the state. Dr. Spearman added that the College has several award nominees, and he will attend ICCTA Awards Banquet to be held June 2 in Bloomington-Normal. Trustees Simpson, Soltow and Cudia will be there to complete the state-required training.

### **4. Trustee Comments**

- Trustee Trojan commented that he attended all four graduation events last week and enjoyed the enthusiasm and wonderful stories.
- Board Chair Cudia welcomed Juan Nogueta as the new student trustee, noting that she first met him at the healthcare open house a few months ago. She also attended as many graduation events as possible and was so proud to be a part of RVC. She also thanked everyone who worked on the graduation ceremonies for all their work.

### **5. Student Trustee Report**

Due to the transition of student trustees, there was no report. However, Student Trustee Nogueta gave a bit of his background, noting that he has been at RVC since 2021, and is now in the fire science program. He also commented on the beautiful graduation ceremonies, as he attended Sankofa, the Hispanic Recognition Celebration, and both Commencement ceremonies. He is looking forward to working with everyone.

### **6. RVC Foundation Liaison Report**

Trustee Trojan made several announcements: At last week's Foundation Board meeting, Mike Davis's retirement was acknowledged, as well as LoRayne Logan's retirement that was announced in March. New officers are Bob Stenstrom, president; John Wolf, vice president; and Brent Bernardi, secretary. The Foundation will offer four \$500 scholarships and one \$1,500 scholarship for participants in the R2OC robotics competition to be held July 22 at RVC. About 357 applications have been received, with more than \$700,000 available for scholarships next year. There will be an Athletics fundraising appeal this summer. He encouraged all trustees to contribute to the Foundation.

Dr. Spearman added that he was the recipient of the robotics traveling trophy last year and has it in his office. The trophy was named after Trustee Bob Trojan in honor of his ongoing support of the robotics competitions.

7. **Freedom of Information Act (FOIA) Report**

The FOIA report was accepted as presented.

**Adjourn to Closed Session**

A closed session was not held.

**Next Meeting**

The next Committee of the Whole meeting will be held Tuesday, June 13, 2023 at 5:15 p.m. The meeting will be held in person in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center (ERC) on the main campus.

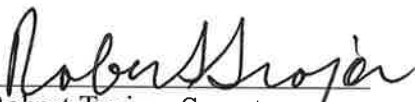
The next Special meeting (Board Professional Development) will be held June 20, 2023 at 5:15 p.m. The meeting will be held in person in Room 2106 in the Jacobs Center for Science and Math (JCSM) on the main campus.

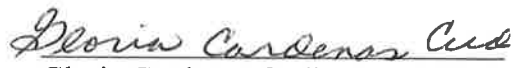
The next Regular meeting will be held Tuesday, June 27, 2023 at 5:15 p.m. The meeting will be held in person in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center (ERC) on the main campus.

**Adjournment**

There being no further business to come before the Board of Trustees, at 6:18 p.m., a motion was made by Trustee Gorski, seconded by Trustee Nelson, to adjourn the meeting. The motion was approved by unanimous roll call vote.

Submitted by Ann Kerwitz.

  
Robert Trojan, Secretary

  
Gloria Cardenas Cudia, Board Chair