

**Rock Valley College Board of Trustees  
Community College District No. 511  
3301 N. Mulford Road, Rockford, IL 61114  
Educational Resource Center (ERC), Performing Arts Room (PAR), Room 0214**

**Regular Meeting  
March 26, 2024, 5:15 p.m.**

**AGENDA**

- A. Call to Order**
- B. Roll Call**
- C. Board Member Attendance by Means Other Than Physical Presence**
- D. Communications and Petitions (Public Comment)**
- E. Recognition of Visitors**
- F. General Presentations**
- G. Approval of Minutes**
  - 1. February 13, 2024 Committee of the Whole Meeting
  - 2. February 24, 2024 Special Meeting - ACCT Retreat
  - 3. February 27, 2024 Regular Board Meeting
- H. Action Items**
  - 1. Approve Claims Sheet (Check Register-February 2024) (BR 8137)
  - 2. Approve Purchase Report
    - a. Purchase Report-A – FY2024 Amendments (BR 8138-A)
    - b. Purchase Report-B – FY2024 Purchases (BR 8138-B)
  - 3. Approve Kishwaukee Education Consortium Memorandum of Understanding (MOU) (BR 8139)
  - 4. Acknowledge Decennial Committee Final Report (BR 8140)
- I. Other Business**
  - 1. New Business
  - 2. Unfinished Business
- J. Updates / Reports**
  - 1. President's Update
  - 2. Leadership Team Updates
  - 3. ICCTA Report
  - 4. Trustee Comments
  - 5. Student Trustee Report
  - 6. RVC Foundation Liaison Report
  - 7. Freedom of Information Act (FOIA) Report
- K. Adjourn to Closed Session** to discuss 1) The purchase or lease of real property for the use of the public body per Section 2 (c) (5); and/or 2) 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 Meeting**
- M. Date of Next Committee of the Whole Meeting:** April 09, 2024, 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center (ERC) on the main campus.
- N. Date of Next Regular and Reorganization Meeting:** April 23, 2024, 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center (ERC) on the main campus.
- O. Adjourn**

Gloria Cardenas Cudia, 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 p.m. Tuesday, February 13, 2024**  
**MINUTES**

**Call to Order**

The Rock Valley College (RVC) Board of Trustees Committee of the Whole meeting convened on Tuesday, February 13, 2024, in the Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC). Vice Chairperson Paul Gorski called the meeting to order at 5:15 p.m.

**Roll Call**

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

Mr. Paul Gorski	Ms. Kristen Simpson
Mr. Richard Kennedy	Ms. Crystal Soltow
Mr. Robert Trojan	Mr. Juan Noguera, RVC Student Trustee
Mr. John Nelson	

The following Trustee was absent at roll call: Ms. Gloria Cardenas Cudia.

Also present: Dr. Howard J. Spearman, President; Mr. Keith Barnes, Vice President of Equity and Inclusion; Mr. Jim Handley, Vice President of Human Resources; Dr. Patrick Peyer, Vice President of Student Affairs; Ms. Heather Snider, Vice President of Institutional Effectiveness and Communications; Dr. Hansen Stewart, Vice President of Career and Technical Education and Workforce Development; Mr. Rick Jenks, Vice President of Operations; Ms. Ellen Olson, Vice President of Finance; Dr. Amanda Smith, Vice President of Academic Affairs; Ms. Ann Kerwitz, Assistant to the President; Ms. Betsabe Saucedo, Assistant to the President; Ms. Tracy Luethje, Executive Assistant to the Vice President of Operations; Attorney Christopher Gorman, Robbins Schwartz.

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

The anticipated request from a trustee to attend via teleconference was not needed.

**Communications and Petitions**

Mr. Paul Nolly, Executive Director of Project First Rate, spoke to the Board of Trustees regarding the Responsible Bidder Ordinance (RBOs).

**Recognition of Visitors**

Dr. Spearman, president of Rock Valley College, recognized Mr. Benjamin Donovan, Political Director at Northwestern Illinois Building and Construction Trades Council.

**Review of Minutes**

There were no comments on the minutes from the January 20, 2024, Board of Trustees Committee of the Whole meeting.

**General Presentations**

**Strategic Plan Update: Case Management for Academic Advising:**

Dr. Patrick Peyer, vice president of student affairs, presented the Case Management for Academic Advising. Dr. Peyer explained that Rock Valley College (RVC) formally transitioned from open/passive advising to case management advising on October 9, 2023. This is the culmination of several years of staff and resource

planning, which involved reassigning roles and locating Student Affairs staff at multiple campuses. The installation and launch of Salesforce (CRM) provided the software needed to organize and monitor student appointments, records, and case management metrics needed for this transition.

Passive advising provided students with excellent general support and flexibility but required them to initiate meetings to accomplish registration and academic goal planning.

Proactive case management advising emphasizes staff regularly reviewing student caseloads, reaching out early to establish contact to request student meetings at critical registration periods, and monitoring student enrollment behavior (drops, withdrawals) and academic progress.

Dr. Peyer discussed case management assignments at every RVC campus and a meeting/outreach plan for years one and two. Discussion ensued.

### **Strategic Plan Update: Marketing Plan for Community Outreach and Downtown West:**

Ms. Jennifer Thompson, executive director of college communications, presented the Marketing Plan for Community Outreach and Downtown West. Ms. Thompson discussed the purpose, goals, strategies, and tactics of RVC's Marketing Department. The College marketing aims to generate leads for programs that create enrollment and/or revenue. Marketing uses zip codes of the College district, target audiences, demographics, and keywords. Marketing's primary objective is to create a strong awareness of the College's brand and educational offerings. Marketing uses numerous strategies and tactics to engage RVC's district stakeholders outside Rockford.

Ms. Thompson discussed some of the marketing strategies for the RVC Downtown West Project. Some of those strategies are a microsite (web) to communicate project updates, media releases at project stages, event milestones to create video content for web, social, and sharing, creating a "roadshow" with architectural renderings and handouts to speak to key stakeholders and community groups, and social engagements for special events. Trustee Trojan inquired about a special tuition program once Downtown West is opened. Dr. Spearman responded that there would be a tuition program for Downtown West. However, it is too early in the process to begin. Discussion ensued.

### **Teaching, Learning & Communications Discussion: Board Liaison Trustee Simpson**

#### **1. Enrollment Update**

Ms. Heather Snider, vice president of institutional effectiveness and communications, presented the FY2024 enrollment update. Ms. Snider stated that for Summer II, Fall, Winterim, and Spring, RVC is 105% above budget for the entire Fiscal Year. Ms. Snider stated that RVC has passed the spring census date, and she feels comfortable with the numbers. Trustee Trojan inquired about the enrollment cliff the Illinois Community College Trustee Association (ICCTA) predicts. Ms. Snider is aware of the enrollment cliff, so RVC is focusing on non-traditional student enrollment. Discussion ensued.

### **Finance Discussion: Board Liaison Trustee Trojan**

#### **1. Purchase Report**

Ms. Ellen Olson, vice president of finance, presented the purchase reports.

##### ***Purchase Report A – FY2024 Amendments:***

A. Software Maintenance – (Operations & Maintenance Fund, Plant Operations Maintenance Administration, Administrative Software)

1. Brightly (formerly Dude Solutions) Cary, NC \$ 2,500.00 (1)\*

B. Environmental Maintenance – (Risk Management Fund)

2. Critical Environments Professionals Arlington Heights, IL \$ 6,000.00 (2)\*

**Purchase Report B – FY2024 Purchases:**

A. Flooring – (Facilities, Plant Operations, and Maintenance – Capital Expense)			
1.	Boss Carpet One	Dixon, IL	\$221,700.00 (1)*
	Benchmark Flooring	Loves Park, IL	\$237,519.00
	Tiles in Style dba Taza Supplies	South Holland, IL	No Bid
B. Curriculum Modules – (RAISE Program – CFNIL Grant Expense)			
2.	Education Associates, Inc.	Louisville, KY	\$ 13,300.00 (2)*
C. Truck and Trailer Branding – (Truck Driver Training – Rental Equipment)			
3.	L&L Graphic Solutions	Itasca, IL	\$ 28,275.00 (3)*
	Brands Imaging	Philadelphia, PA	\$ 32,010.00
D. Healthcare Services – (Workforce Equity Initiative Grant – Other Contractual Services)			
			\$ 11,000.00 (4)*
4.	Physician’s Immediate Care	Carol Stream, IL	Not to Exceed
E. Software – (IT Administration – Employee Training)			
5.	PluralSight	Dixon, IL	\$ 10,941.00 (5)*
F. Construction Manager at Risk – (TBD – Capital Expense)			
6.	TBD	TBD	\$ TBD (6)*

Mr. Gorski questioned Purchase Report B, item A. Mr. Gorski wanted to know why RVC received only two bids for the Stenstrom Student Center Carpeting. Ms. Olson answered that those were the only two bidders who responded. Trustee Nelson asked how many invitations were sent out to bidders. Mr. Richard Jenks, vice president of operations, answered he was unsure how many invitations were sent but would check. Trustee Nelson replied that for his vote to support the recommendation, he would need to know how many bids were requested.

Trustee Nelson questioned item F, Purchase Report B, Construction Manager at Risk (CM-R). Trustee Nelson said he doesn’t like to see TBD on preliminary purchase report items and wanted to know where the Committee was with the Request for Qualifications (RFQ) for the Construction Manager at Risk (CM-R) proposals. Ms. Olson explained that there were six responses to the RFQ, and the Committee chose to interview the top three. The Committee scheduled interviews for Monday and Tuesday, February 12, 2024, and February 13, 2024, in hopes of having a decision by the end of this week. Once the decision has been made by the Committee, it will be shared with the Board of Trustees. Trustee Nelson wanted to know if the Board would vote on the decision; Ms. Olson answered yes, and the Board of Trustees would have to approve the decision.

Mr. Gorski asked for the criteria for choosing the CM-R. President Spearman replied that per Attorney Mathew Gardner and Chairperson Cardenas Cudia, per legislation, RVC should hold the criteria until after the process was completed, and if any Trustees had any questions to talk to Trustee Trojan and Trustee Kennedy.

Mr. Gorski thought the process would be comparable to when RVC interviewed the architect firms for the Downtown West Campus. Trustee Trojan explained the process to the Trustees, and Mr. Gorski stated he would ask questions later.

**2. Cash and Investment Report**

Ms. Olson presented the Cash and Investment Report through January 31, 2024. Total operating cash is \$43,034,890. Total operating cash and investments are \$89,622,418. Total capital funds are \$12,080,229. Since December 31, 2023, the change in capital funds is \$57,245. The operating cash and investments change since December 31, 2023, is \$3,002,769. Ms. Olson stated that the total operating cash and investment funds were 83.50% of the FY2024 operating budget.

Trustee Nelson inquired about the filing with the Internal Revenue Service (IRS), asking when RVC might hear something from the IRS and what RVC fund the money would go to. Ms. Olson responded that she could not predict when the IRS would respond to the application. Ms. Olson said a backlog with the IRS would need to be cleared up before the IRS looked at RVC's application. Trustee Nelson asked if the board would be consulted, and Ms. Olson responded that when she received the check, she would deposit the check immediately into the Operating Funds.

### **3. FY2024 Second Quarter Vital Signs**

Ms. Olson presented the vital signs for the second quarter. The total revenues as of December 31, 2023, was \$36,285,754, excluding SURS on behalf, which is 68.15% of the FY2024 budget. As of December 31, 2023, the total operating expenses were \$21,520,276, or 42.86% of the FY2024 budget, excluding SURS on behalf. Ms. Olson explained that the FY2024 actuals for payroll are running 10% below budget. Ms. Olson said healthcare costs are running under budget year-to-date; however, the insurance renewal was in January 2024, and she expects that gap to close slightly depending on what claims come in during the last half of FY2024. Discussion ensued.

### **4. FY2025 Tuition and Fees Discussion**

Ms. Olson explained RVC's current tuition and fees and that Per Section 110ILCS 805/6 of the Public Community College Act and Illinois Community College Board (ICCB) Rule 1501.505, the in-district student tuition may not exceed one-third of the per capita cost as defined in the chargeback reimbursement calculation. The College's FY2023 per capita cost is \$595.36, resulting in a one-third per capita cost of \$198.45. The College's administration would like to recommend increasing the Student Activity Fee by \$2.00 per credit hour to provide additional funding for student clubs and other programs within the auxiliary fund, Fund 05. Ms. Olson explained that the weighted average of these rates still falls below the one-third estimated per capita cost for FY2023 of \$198.45 and \$189.75 for FY 2022.

Ms. Olson stated that the College's administration would like to recommend a change in calculating the tuition rate for out-of-district and out-of-state tuition based on the 110 ILCS 805/6 of the Public Community College Act and the additional guidance provided by the ICCB System Rules Manual in Section 1501.505. Ms. Olson explained that changing the calculation rate would change the out-of-district tuition rate from \$151 per credit hour to \$226.50 per credit hour, and out-of-state tuition would go from \$694 per credit hour to \$226.50 per credit hour. Ms. Olson stated it would affect RVC by approximately <\$163,000>. The administration feels that money can be made up of more out-of-district, out-of-state/international students with 1,200 credit hours or 41 new students from those groups. Ms. Olson stated that in FY2023, out-of-district students were 219, and out-of-state/international students were 92; Ms. Olson said that some were 100% online, which is charged at the in-district rate. Discussion ensued.

### **5. Board Policy 5:10.120 Purchasing / Second Reading**

Ms. Olson explained that the current \$10,000 Board Policy requirement goes back to Board Report #5519, dated January 1993, which was rescinded on October 18, 1999, with Board Report #5741. The \$10,000 Board Policy requirements did not change in alignment with the escalation of inflation over the past 20+ years. Ms. Olson explained that a recommendation was made at the October 24, 2023, Decennial Committee to increase the Board of Trustees approval requirements for expenditures from \$10,000 to \$25,000. Ms. Olson said this would create efficiencies in purchasing transactions with vendors, allow for a quicker turnaround time on expenditures less than \$25,000, and facilitate the implementation of smaller projects and programs that may exceed \$10,000. Ms. Olson stated all expenditures are available for review on the monthly claims report provided at the Regular Board of Trustees meeting. Ms. Olson presented a summary of the purchase reports by dollar amount and nature of the request over 13 months.

Trustee Trojan requested a listing of items once a month to see what was being spent, and Mr. Gorski said he would even like a quarterly report. Ms. Olson asked if an Excel report with the vendor's name and amount would be acceptable, and the Trustees agreed that it would be fine.

BR#8130 Board Policy 5:10.120 was tabled on January 30, 2024, due to a discussion on the Responsible Bidder Compliance and lowering the construction contracts from \$150,000 to \$25,000. The administration recommended that the RBC remain at \$150,000. The Board of Trustees requested information, so Ms. Kerwitz distributed information to the Board of Trustees so that they would be more informed. Discussion ensued.

### **Operations Discussion: Board Liaison Trustee Kennedy**

#### **1. Personnel Report**

Mr. Jenks presented the February 2024 Personnel Report. He stated that there was one appointment and no departures. Ms. Caroline Gulbrandsen accepted the Dean of Health Sciences position effective May 27, 2024. Mr. Jenks stated that there would be a change in the Personnel Report due to May 27, 2024, being Memorial Day. Ms. Gulbrandsen will start on May 28, 2024.

#### **2. Rock Valley College Events Calendar**

Mr. Jenks presented the RVC on-campus events calendar for February 2024 and highlighted several upcoming events. Mr. Jenks mentioned the Northern Illinois University Engineering at RVC Internship and Job Fair, the WEI Skilled Trades Career Fair, the Illinois Council of Teachers of Mathematics (ICTM) Regional Math Contest, and the Women in Technology and Manufacturing symposium on February 28 in the Student Center Atrium at 10:00 a.m. Trustee Gorski wanted to know the age group for the Regional Math Contest, and Dr. Smith responded that they were high school students.

#### **3. Rock Valley College Downtown West Campus Square Footage Update**

Mr. Jenks presented the RVC Downtown West Campus Square Footage Update. Mr. Jenks stated that in the original request, the total square footage requested for the RVC Downtown West Campus was 124,656. With more in-depth discussions with deans and others, the square footage has been reduced to 85,501 with a grossing factor of 19,731. The grossing factor is for the square footage of hallways, mechanical rooms, janitor closets, etc. Heavy-duty diesel was removed, but light-duty diesel will remain. Welding may be a part of the Auto and Collision curriculum, but welding classes will remain at the Advanced Technology Center (ATC). Due to ordinance issues with the City of Rockford, the fire science program will be kept at the main campus. Community space was also reduced. Additional space reductions were gained by consolidating classrooms and creating multi-functional collaborative spaces. Discussion ensued.

### **New Business/Unfinished Business**

Unfinished Business: Dr. Spearman thanked the Board of Trustees for updating their emails to RVC emails or keeping their current emails. Mr. Gorski reminded Trustees that they are responsible for maintaining emails.

New Business: Dr. Spearman discussed the ACCT Retreat and that it would be professional development. Dr. Spearman stated that the executive director of ICCTA, Mr. Jim Reed, will be joining the retreat led by Dr. Jill Wakefield, ACCT consultant.

Dr. Spearman recognized Mr. Benjamin Donovan, Political Director at Northwestern Illinois Building and Construction Trades Council, and Mr. Paul Nolly, Executive Director of Project First Rate. Dr. Spearman and Mr. Jenks met with both, and Mr. Donovan and Mr. Nolly are interested in supporting local businesses. RVC has a strong partnership with both.

Dr. Spearman stated that he and Ms. Jennifer Thompson attended the ACCT Legislative Summit in Washington, DC, and discussed the legislative priorities for RVC with legislators. Dr. Spearman recommends that a member or two of the Board of Trustees attend next year's ACCT Legislative Summit.

**Adjourn to Closed Session**

At 7:06 p.m., Trustee Gorski made a motion, seconded by Trustee Trojan, to adjourn to closed session to discuss the purchase or lease of real property for the use of the public body per Section 2 (c) (5), in accordance with the Illinois Open Meetings Act. The motion was approved by a unanimous roll call vote.

**Reconvene Open Session**

At 7:38 p.m., a motion was made by Trustee Trojan, seconded by Trustee Nelson, 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.

**Board of Trustees Association of Community College Trustees (ACCT) Retreat**

The Board of Trustees ACCT Retreat will be held on February 24, 2024, at 8:30 a.m.; The meeting will be held in Room 1308 in the Woodward Technology Center (WTC) on the main campus.

**Next Decennial Committee Meeting**

The next Decennial Committee Meeting will be held on February 27, 2024, at 5:15 p.m. The Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC) on the main campus.

**Next Regular Board of Trustees Meeting**

The next Regular Board of Trustee Meeting will be held on February 27, 2024, at 5:30 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC) on the main campus.

**Next Committee of the Whole Meeting**

The next Committee of the Whole Meeting will be held on March 12, 2024, at 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC) on the main campus.

**Adjourn**

At 7:41 p.m., a motion was made by Trustee Trojan, seconded by Trustee Simpson, to adjourn the meeting. The motion was approved by a unanimous roll call vote.

Submitted by: Tracy L. Luethje

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Robert Trojan, Secretary

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Gloria Cardenas Cudia, Chairperson

**Rock Valley College Board of Trustees  
Illinois Community College District #511  
3301 North Mulford Road, Rockford, IL 61114  
Woodward Technology Center, Room 1308**

**Special Meeting – ACCT Retreat  
Saturday, February 24, 2024, 8:30 a.m.**

**MINUTES**

**Call to Order**

The Special meeting of the Board of Trustees of Community College District No. 511, Winnebago, Boone, DeKalb, McHenry, Ogle, and Stephenson Counties, Illinois, convened on Saturday, February 24, 2024 in room 1308 of the Woodward Technology Center. Board Chair Gloria Cardenas Cudia called the meeting to order at 8:45 a.m.

Due to the absence of Board Secretary Bob Trojan, Board Chair Cudia appointed Trustee Kristen Simpson as Secretary Pro Tempore.

**Roll Call**

The following trustees were present:

Ms. Gloria Cardenas Cudia  
Mr. Richard Kennedy  
Student Trustee Juan Noguera

Ms. Kristen Simpson  
Mr. John Nelson

The following trustees were absent: Mr. Bob Trojan, Mr. Paul Gorski, Ms. Crystal Soltow.

Also in attendance: Dr. Howard Spearman, President; Ms. Ann Kerwitz; Assistant to the President; Ms. Betsy Saucedo; Assistant to the President; Attorney Aaron Kacel, Robbins Schwartz; Mr. Jim Reed, Executive Director of Illinois Community College Trustees Association; Dr. Jill Wakefield, ACCT Search and Retreat Consultant.

**Communications and Petitions (Public Comment)**

No communications or petitions were presented.

**Recognition of Visitors - Introductions**

President Howard Spearman welcomed Mr. Jim Reed, executive director of the Illinois Community College Trustees Association (ICCTA), and Dr. Jill Wakefield, Association of Community College Trustees (ACCT) search and retreat consultant, who facilitated the meeting.

### **Adjourn to Closed Session**

At 8:47 a.m., a motion was made by Trustee Simpson, seconded by Trustee Kennedy, to adjourn to closed session to discuss self-evaluation, practices and procedures or professional ethics, when meeting with a representative of a statewide association of which the public body is a member per Section 2 (c) (16), in accordance with the Illinois Open Meetings Act.

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

### **Reconvene Open Session**

At 1:00 p.m., a motion was made by Trustee Simpson, seconded by Trustee Nelson, to reconvene to open session. The motion was approved by unanimous roll call vote. No action was taken as a result of closed session.

### **Next Meeting**

The next Committee of the Whole meeting will be held March 12, 2024 at 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC) on the main campus.

The next Regular meeting of the Board of Trustees will be held March 26, 2024 at 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC) on the main campus.

### **Adjournment**

There being no further business to come before the Board, at 1:03 p.m., a motion to adjourn was made by Trustee Simpson, seconded by Trustee Nelson. The motion was approved by unanimous roll call vote.

Submitted by Ann L. Kerwitz

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Kristen Simpson, Secretary Pro Tempore

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Gloria Cardenas Cudia, Board Chair

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

**ROCK VALLEY COLLEGE BOARD OF TRUSTEES REGULAR MEETING  
5:30 p.m., February 27, 2024**

**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 (Performing Arts Room) in the Educational Resource Center (ERC) on Tuesday, February 27, 2024. The meeting was called to order by Board Chair Gloria Cardenas Cudia at 5:30 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	Mr. John Nelson
Ms. Crystal Soltow	Ms. Kristen Simpson
Mr. Richard Kennedy	Student Trustee Juan Nogueta

Also in attendance: Dr. Amanda Smith, Vice President of Academic Affairs/Chief Academic Officer; Ms. Ellen Olson, Vice President of Finance/Chief Financial Officer; Dr. Hansen Stewart, Vice President of CTE and Workforce Development; Ms. Heather Snider, Vice President of Institutional Effectiveness and Communications; Mr. Jim Handley, Vice President of Human Resources; Mr. Keith Barnes, Vice President of Equity and Inclusion; Dr. Patrick Peyer, Vice President of Student Affairs; Mr. Rick Jenks, Vice President of Operations/Chief Operations Officer; Ms. Ann Kerwitz, Assistant to the President; Ms. Betsy Saucedo, Assistant to the President; Attorney Matthew Gardner, Robbins Schwartz.

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

The anticipated request from a trustee to attend via teleconference was not needed.

**Communications and Petitions (Public Comment)**

Mr. Michael Kern, nursing student at RVC, addressed the trustees regarding his position within the Nursing program.

Mr. Paul Nolley, executive director at Project First Rate, addressed the trustees in support of reducing the amount for construction contracts under the Responsible Bidder Compliance.

Mr. Dan Weksler, policy analyst at Indiana, Illinois, and Iowa Foundation for Fair Contracting, addressed the trustees in support of reducing the amount for construction contracts under the Responsible Bidder Compliance.

Mr. Marcus Jordan, DEI outreach coordinator at Indiana, Illinois, and Iowa Foundation for Fair Contracting, addressed the trustees in support of reducing the amount for construction contracts under the Responsible Bidder Compliance.

**Recognition of Visitors**

There were no visitors to be recognized.

**General Presentations**

There were no general presentations.

**Approval of Minutes**

A motion was made by Trustee Trojan, seconded by Trustee Soltow, to approve the minutes of the January 20, 2024 Committee of the Whole meeting and the January 30, 2024 Special meeting. There was no discussion. Trustees Kennedy, Simpson, Soltow, Trojan, and Cudia voted yes. Trustees Gorski and Nelson voted no. Student Trustee Nogueta voted yes (advisory). The motion was approved by majority roll call vote.

**Action Items**

**1. BR 8132 - Claims Sheet - January 2024**

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 January 1, 2024 to January 31, 2024. The total is \$1,766,000.74.

A motion was made by Trustee Trojan, seconded by Trustee Soltow, to approve Board Report 8132. There was no discussion. Trustees Gorski, Kennedy, Simpson, Soltow, Trojan, and Cudia voted yes. Trustee Nelson voted no. Student Trustee Nogueta voted yes (advisory). The motion was approved by majority roll call vote.

**2a. BR 8133-A - Purchase Report-A - FY2024 Amendments**

The Board Report reads in part: It is recommended that the Board of Trustees approves the marked items for purchase on Board Report 8133-A, Purchase Report-A.

- |             |   |
|-------------|---|
| \$ 2,500.00 | A. Brightly (formerly Dude Solutions), Cary, NC               |
| \$ 6,000.00 | B. Critical Environments Professionals, Arlington Heights, IL |

A motion was made by Trustee Trojan, seconded by Trustee Soltow, to approve Board Report 8133-A. There was no discussion. The motion was approved by unanimous roll call vote.

**2b. BR 8133-B - Purchase Report-B - 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 8133-B, Purchase Report-B.

- |                                 |   |
|---------------------------------|---|
| \$ 221,700.00                   | A. Boss Carpet One, Dixon, IL                   |
| \$ 13,300.00                    | B. Education Associates, Inc., Louisville, KY   |
| \$ 28,275.00                    | C. L&L Graphic Solutions, Itasca, IL            |
| \$ 11,000.00 - Not to Exceed    | D. Physician’s Immediate Care, Carol Stream, IL |
| \$ 10,941.00                    | E. PluralSight, Dixon, IL                       |
| \$ 3,400,000.00 - Not to Exceed | F. Ringland-Johnson, Inc., Cherry Valley, IL    |
| \$ 19,085.50                    | G. Windstar Lines, Inc., Carroll, IA            |

A motion was made by Trustee Nelson, seconded by Trustee Gorski, to hold off on item F on Board Report 8133-B. Trustees Gorski and Nelson voted yes. Trustees Kennedy, Simpson, Soltow, Trojan, and Cudia voted no. Student Trustee Nogueta voted no (advisory). The motion failed by majority roll call vote.

Discussion ensued. The Trustees' questions and comments included:

- Mr. Nelson explained that he will be voting no on the entire purchase report because he does not know the process or the criteria that was used to select the Construction Manager at Risk.

A motion was made by Trustee Nelson, seconded by Trustee Gorski, to table Board Report 8133-B. Trustee Nelson voted yes. Trustees Gorski, Kennedy, Simpson, Soltow, Trojan, and Cudia voted no. Student Trustee Nogueta voted no (advisory). The motion failed by majority roll call vote.

Discussion ensued. The Trustees' questions and comments included:

- Mr. Gorski explained that he does not understand the process that was used to select the Construction Manager at Risk which is why he will be voting no.
- Mr. Trojan explained that there was discussion on the process during the Committee of the Whole meeting on Saturday, January 20, 2024. Over 80 Request for Qualifications (RFQs) were released to the public. After, there were three finalists who were invited for an in-person interview. The selection committee used a scoring matrix to score each of the finalists, and they selected Ringland-Johnson Inc. as the Construction Manager at Risk. Trustees Trojan and Kennedy were a part of the selection committee.
- Mr. Gorski stated that he would have liked to have known the criteria that was used to select the Construction Manager at Risk.
- Mr. Nelson stated that for the Advanced Technology Center (ATC), the Board of Trustees interviewed the finalists for the construction contract. Therefore, the same process should have been followed for the Downtown Campus.
- Mr. Gorski and Ms. Simpson stated that there was a presentation on the process to select the Construction Manager at Risk during the Committee of the Whole meeting on Saturday, January 20, 2024. However, there was no discussion or vote on the topic.

A motion was made by Trustee Trojan, seconded by Trustee Soltow, to approve Board Report 8133-B. Trustees Kennedy, Simpson, Soltow, Trojan, and Cudia voted yes. Trustees Gorski and Nelson voted no. Student Trustee Nogueta voted yes (advisory). The motion was approved by majority roll call vote.

### **3. BR 8134 - FY2025 Student Activity Fee Increase and Out-of-District and Out-of-State Tuition Calculation Process**

The Board Report reads in part: It is recommended that the Board of Trustees approves a \$2.00 per credit hour Student Activity Fee increase, effective July 1, 2024, FY2025. It is further recommended that the Board of Trustees approves:

1. Setting the out-of-district tuition rate at a minimum of 1.5 times the highest in-district tuition rate at any of Rock Valley College's neighboring contiguous Illinois community college districts.
2. Setting the out-of-state tuition at the greater of 1.67 times the in-district tuition rate or the out-of-district tuition rate at 1.5 times the highest in-district tuition at any of its neighboring contiguous Illinois community college districts.

A motion was made by Trustee Trojan, seconded by Trustee Soltow, to approve Board Report 8134. Vice President Olson clarified that only the process for calculating the out-of-district and out-of-state tuition will be changing. For FY2024, the out-of-district tuition is \$325.00 per credit hour and the out-of-state tuition is \$694.00 per credit hour. For FY2025, the out-of-district and out-of-state tuition will be \$226.50 per credit hour and the tuition would change every year based on the calculation process. This would decrease the budget by about \$160,000.00, but the difference would be made up in enrollment. Trustees Gorski, Kennedy, Simpson, Soltow, Trojan, and Cudia voted yes. Trustee Nelson passed, then voted yes. Student Trustee Nogueta voted yes (advisory). The motion was approved by unanimous roll call vote.

### **4. BR 8135 - Board Policy 5:10.120 Purchasing**

The Board Report reads in part: It is recommended that the Board of Trustees approves and ratifies the updated Purchasing Board Policy 5:10.120 to align with the Illinois Community College Act, Chapter 110, Illinois Compiled Statutes, 805/3-27. **Attorney Reviewed.**

A motion was made by Trustee Trojan, seconded by Trustee Gorski, to approve Board Report 8135. Attorney Matthew Gardner explained that the purchase policy presented was the same document that was presented during the Regular Board meeting on Tuesday, January 30, 2024.

A motion was made by Trustee Gorski, seconded by Trustee Nelson to amend the Purchasing Board Policy. Attorney Matthew Gardner clarified that the amendment would be to reduce the amount for construction contracts from \$150,000.00 to \$25,000.00 under the Responsible Bidder Compliance section of the Board Policy. Trustees Gorski, Kennedy, Nelson, Simpson, Soltow, and Trojan voted yes. Trustee Cudia voted no. Student Trustee Nogueta voted yes (advisory). The motion was approved by majority roll call vote.

A motion was made by Trustee Gorski, seconded by Trustee Nelson to approve Board Report 8135, and Purchasing Board Policy 5:10.120, as amended. There was no discussion. The motion was approved by unanimous roll call vote.

## **5. BR 8136 - Personnel Report**

The Board Report reads in part: It is recommended that the Board of Trustees approves the personnel actions listed on Board Report 8136.

A motion was made by Trustee Trojan, seconded by Trustee Nelson, to approve Board Report 8136. Vice President Smith clarified that Ms. Caroline Gulbrandsen, dean of health sciences, will be in charge of the Nursing Program as well as the other Health Science programs. Trustees Kennedy, Nelson, Simpson, Soltow, Trojan, and Cudia voted yes. Trustee Gorski voted no. Student Trustee Nogueta voted yes (advisory). The motion was approved by majority roll call vote.

### **Other Business**

#### **1. New Business**

There was no new business.

#### **2. Unfinished Business**

There was no unfinished business.

### **Updates / Reports**

#### **1. Leadership Team Updates**

- Vice President Dr. Amanda Smith attended the Illinois Council of Teachers of Mathematics (ICTM) regional math contest on Saturday, February 24. In addition, she will be attending the Science Olympiad Regional competition on Saturday, March 16. Lastly, she informed the Trustees that the College will be receiving a fire engine donation through the RVC Foundation. The fire engine is from the Harlem Roscoe Fire Protection District.
- Vice President Keith Barnes explained that the College hosted a Hunger Coalition Poverty Simulation on Friday, February 23 in the Stenstrom Student Center Atrium. The purpose of the event was to help people understand the challenges of low-income families. He thanked Tekkahmah Curry, Anna Wandtke, the Boone County Hunger Coalition, the University of Illinois Extension, and all of the volunteers and participants for their collaboration on the event. In addition, he invited the Board of Trustees to the African Diaspora and Fashion Show on Thursday, February 29 in the Stenstrom Student Center Atrium which will be the closing ceremony for Black History month. Lastly, the College will kick off Women's History Month through the Empowering All Through Self Defense workshop on Wednesday, March 6. The workshop will take place in the dance studio of the Physical Education Center (PEC).
- Vice President Patrick Peyer stated that the College is hosting the Illinois High School Association (IHSA) Basketball Sectional Tournament. In addition, the College is hosting the Women's Basketball National Junior College Athletic Association (NJCAA) Region Four Division II quarterfinals on Thursday, February 29 and semifinals on Saturday, March 2. He also stated that the Men and Women's Bowling teams are attending the NJCAA tournament in Lansing, Michigan on Thursday, February 29. Lastly, Admissions has provided support to the incoming high school seniors over the last few weeks.
- Vice President Heather Snider explained that Nathaniel Jordon, Small Business Development Center director is now a part of the Rockford Chamber of Commerce Board of Directors. Nate partnered with the Rockford Chamber on its Business Over Lunch series on Tuesday, February 13, 2024.
- Vice President Dr. Hansen Stewart invited the Board of Trustees to the Women in Technology and Manufacturing Symposium on February 28, 2024 in the Stenstrom Student Center Atrium.

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

Mr. Nelson stated that the next ICCTA meeting will be in March at Kankakee Community College. Mr. Nelson will be attending the meeting.

## 3. **Trustee Comments**

- Trustee Gorski stated that any RVC employee who is serving on any political action committees such as the Rockford Chamber of Commerce should not be in a leadership role or be a voting member. He also stated that the Board of Trustees should have discussed the process for the Construction Manager at Risk for the Downtown Campus.
- Trustee Kennedy congratulated the RVC Women's Basketball team and Coach Darryl Watkins for an undefeated season so far. He also thanked the Construction Manager at Risk Committee, Board Chair Cudia for selecting him to be a part of the committee, and Trustee Trojan for his guidance during the process. Lastly, he thanked Dr. Spearman for his hard work on collecting the funds for the CLII Building renovation.
- Trustee Trojan explained that he attended a meeting held by the Rockford Public Schools, District 205 on February 26. District 205 plans to turn the Stenstrom Center into a College and Career Education Center. A Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis was conducted on the project, and RVC was listed as a threat. Mr. Trojan emailed Jessica Hayes, work-based learning coordinator for the Rockford Public Schools so that RVC may become a strength in their analysis. Mr. Trojan asked the administration to follow up with District 205 regarding this matter.
- Trustee Simpson congratulated the RVC Women's Basketball team on a successful season.
- Trustee Soltow congratulated the RVC Women's Basketball team on their undefeated season and asked the administration to follow up with the Nursing student Michael Kern.
- Trustee Nelson asked the administration to follow up with the Nursing student Michael Kern.
- Trustee Cudia thanked the Construction at Risk Manager Committee for all of their work. In addition, she thanked the trustees and administrators because some individuals have been going through difficult times and they are still performing their duties. Lastly, she thanked all of the trustees who attended the ACCT Retreat on Saturday, February 24 and Trustee Simpson for being secretary pro temp during the meeting.

## 4. **Student Trustee Report**

Student Trustee Nogueta displayed a PowerPoint presentation containing pictures related to the topics on his report. Student Trustee Nogueta gave an update on the different events on campus. They are the following:

- The College hosted the Ebony Breakfast to kick off Black History Month which is in February.
- The Student Government Association (SGA) invited the Marketing team to present on how to better market the student clubs on campus.
- SGA partnered with the RVC Foundation to spread scholarship awareness, as the scholarship application window is from Wednesday, February 14 to Monday, April 1.
- The Multicultural club raised funds to attend a cultural expedition by making bracelets.

Mr. Nogueta would like the situation with the Nursing Student Michael Kern to be addressed by the administration.

**5. RVC Foundation Liaison Report**

Trustee Trojan explained that \$700,000 is available for scholarships with 378 awards to students. Mr. Trojan also stated that the RVC Foundation is grateful for Student Trustee Nogueta and Jazmine Nathan's assistance in helping students apply for scholarships.

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

The FOIA report was accepted as presented.

**Next Meeting**

The next Committee of the Whole Meeting will be held on Tuesday, March 12, 2024, 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center on the main campus.

The next Regular meeting will be held on Tuesday, March 26, 2024, 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center on the main campus.

**Adjournment**

At 6:53 p.m., a motion was made by Trustee Trojan, seconded by Trustee Nelson, to adjourn the meeting. The motion was approved by unanimous roll call vote.

Submitted by Betsy Saucedo

\_\_\_\_\_  
Robert Trojan, Secretary

\_\_\_\_\_  
Gloria Cardenas Cudia, Chairperson

**Claims Sheet**

**Recommendation:**

It is recommended that the Board of Trustees approves the claims sheets from the Ellucian check register for the period from February 1, 2024 to February 29, 2024.

The total is \$2,290,152.80.

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Howard J. Spearman, Ph.D.  
President

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

**Purchase Report-A - FY2024 Amendments**

Recommendation: Board approval for items marked with an asterisk.

A. Professional Services – (Architect of Record – Other Contractual Services)

<b>OPN, Inc.</b>	<b>Cedar Rapids, IA</b>	<b>\$95,000.00*(1)</b>
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1. This expense is for the design and engineering services for approved capital projects. OPN, Inc. was the awarded vendor for RFQ #22-04 Architect of Record. There are currently twelve (12) projects covered under the original approval amount, and those projects are either completed or in process in FY2024. This increase is necessary to meet the needs of additional capital projects commencing in FY2024, including cost-projecting for Classroom Building II and the Health Sciences Center and architect services for the upgrade to the sprinkler system in the athletic fields. The sprinkler system is over 25 years old and is beyond its expected life. The RVC Athletic Department has agreed to compete at other facilities during the fall of 2024 in order to accommodate the project. This increase will allow OPN to design the specifications now so that the construction can commence after graduation and be completed during the summer and fall of 2024. The upgraded fields will be ready for competition by the spring of 2025.

Original approved amount	\$600,000.00
Increase requested	\$ 95,000.00
New total expenditure	\$695,000.00 Not to Exceed

FY2024 Budgeted Expense  
Original Board Report BR #8049-F

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

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

**Purchase Report-B - FY2024 Purchases**

Recommendation: Board approval for items marked with an asterisk.

A. Roof Repair – (Current Capital Needs – Noncapital Site Improvements)

<b>BP Roofing Solutions</b>	<b>Machesney Park, IL</b>	<b>\$28,711.00*(1)</b>
CAD Construction and Design	Tremont, IL	\$ 117,760.00

1. This expense is for a single prime contract for the removal and replacement of the deck roof of the Stenstrom Student Center (SSC). The roof has deteriorated and has been leaking. The project was initiated as Bid #24-03 SSC Deck Roof Replacement and received two (2) submittals, which were opened on February 28, 2024. BP Roofing Solutions was the lowest responsible bidder, and the cost includes a fifteen percent (15%) contingency.

FY2024 Budgeted Expense

B. Computer Equipment – (Information Technology – Office Computer Equipment)

<b>Y &amp; S Technology</b>	<b>Loan Tree, CO</b>	<b>\$383,907.80*(2)</b>
Computer Drive	Skokie, IL	\$ 389,710.00
Entre Computer Solutions	Machesney Park, IL	\$ 395,604.53
CDW Government	Vernon Hills, IL	\$ 416,578.00
Howard Technology Solutions	Ellisville, MS	\$ 437,676.15
Atlaz Computers and Consulting	Freeport, NY	\$112,827.50 (not all items)

2. This expense is for new computer equipment for the College’s ongoing computer lifecycle project to replace old or damaged equipment. This expense would provide Lenovo laptops with a three-year Lenovo Premier warrantee for 164 employees and 70 students and includes monitors, docks, adapters, and accessories. RFP #24-06 Computer Lifecycle Project 2024 received six (6) submittals. Atlaz Computers and Consulting did not include all items in their proposal, and their costs were higher than Y & S Technology per item. Y & S Technology’s proposal provided the overall best value for the College.

FY2024 Budgeted Expense

Purchase Report-B - FY2024 Purchases

C. Training Services – (Instructional Reserve – Faculty Development)

<b>Institute for Evidence-Based Change (IEBC)</b>	<b>Rockford, IL</b>	<b>\$35,000.00*(3)</b> Not to Exceed
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3. This expense is for *Caring Campus*, which is a training module for faculty. This program will be used to cultivate a caring campus environment through intentional behaviors by faculty and staff. The goal of the program is to increase student retention and success by improving their sense of connectedness to the College. This is the first of two payments for the module which crosses fiscal years. The proposed timeline for this program is March 2024 through February 2025. This module aligns with RVC’s Strategic Pillar III, Exceptional Training Opportunities. This is a Not to Exceed.

*This is exempt from Bid under the Illinois State Statute (110 ILCS 805/3-27.1)  
Exemption F: Purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and interconnect equipment, software, and services.*

FY2024 Budgeted Expense

D. Online Communications – (Online Learning – Instructional Software)

<b>Zoom Technology</b>	<b>Westampton, NJ</b>	<b>\$27,000.00*(4)</b> Not to Exceed
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4. This expense is for the one-year renewal of the Zoom video conference platform licenses and services. These licenses provide virtual meetings, webinars, and virtual rooms utilized by faculty for online instruction. This is a Not to Exceed.

*This is exempt from Bid under the Illinois State Statute (110 ILCS 805/3-27.1)  
Exemption F: Purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and interconnect equipment, software, and services.*

FY2024 Budgeted Expense

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

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

**2023 - 2025 Emergency Medical Technician Memorandum of Understanding Between Kishwaukee Education Consortium, OSF St. Anthony Medical Center Northern Region, and Rock Valley College**

**Background:**

This Dual Articulated Credit initiative is designed to provide qualified high school students the opportunity to enroll in an Emergency Medical Technician (EMT) dual credit class at the Kishwaukee Education Consortium, which will lead to advanced standing for certificate and degree opportunities at Rock Valley College. Furthermore, this initiative facilitates students' transition from secondary coursework into Rock Valley College.

Dual and articulated credit offerings have increased annually with the furthered development of the Dual Credit Quality Act. These initiatives and their continued development and implementation remain at the forefront of Rock Valley College's partnerships with regional school districts and educational providers.

OSF St. Anthony Medical Center Northern Region will provide, at its cost, a dual credit instructor qualified to deliver dual credit instruction in compliance with the Illinois State Board of Education, the Illinois Community College Board, and the Higher Learning Commission. The Kishwaukee Education Consortium will also provide, at its cost, appropriate academic support to ensure the delivery of quality instruction.

**Recommendation:**

It is recommended that the Rock Valley College Board of Trustees approves the Dual and Articulated Credit Memorandum of Understanding between Rock Valley College, the Kishwaukee Education Consortium, and OSF St. Anthony Medical Center Northern Region beginning March 27, 2024, and ending June 30, 2025. **Attorney Reviewed.**

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Howard J. Spearman, Ph.D.  
President

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

Attachments: Emergency Medical Technician Memorandum of Understanding – Kishwaukee Education Consortium & OSF. St Anthony Medical Center Northern Region, and Rock Valley College

# Memorandum of Understanding between OSF St. Anthony Medical Center Northern Region, Kishwaukee Education Consortium, and Rock Valley College

This Memorandum of Understanding {"MOU" or "Agreement"} is entered into this \_\_\_\_ day of \_\_\_\_\_ 2024, between OSF Saint Anthony Medical Center/Northern Region EMS, 5666 East State Street, Rockford, IL 61108, Kishwaukee Education Consortium 21255 Malta Road, and Rock Valley College, located at 3301 N. Mulford Road, Rockford, Illinois 6114 (collectively, the Parties).

**WHEREAS**, Kishwaukee Education Consortium (KEC) and OSF Saint Anthony Medical Center/Northern Region EMS Center have come together and would like to offer high school students enrolled in Kishwaukee Education Consortium an opportunity to participate in an EMT-Basic provider Course in conjunction with Rock Valley College High School Dual Credit Program, as further described in this Agreement (the "Program"); and

**WHEREAS**, the Parties desire to enter into this Agreement to facilitate the transition of students from secondary coursework into Rock Valley College via an EMT Basic Provider Course supplied by OSF Saint Anthony Medical Center/Northern Region EMS; and

**WHEREAS**, the Parties herein desire to enter into an Agreement setting forth the services and guidelines to be provided by each Party.

**NOW, THEREFORE**, it is hereby agreed by and between the Parties as follows:

1. KEC and Rock Valley College will make available to eligible students participating in the Program, the EMT-Basic Provider Course "dual credit course" as listed in 'Appendix A' which is attached hereto and incorporated herein.
2. All EMT-Basic provider Courses will be taught by qualified OSF Saint Anthony Medical Center/Northern Region EMS Instructors during the academic year.
3. All EMT-Basic provider Courses shall be taught at Kishwaukee Education Consortium.
4. It is further agreed upon by the Parties that the Kishwaukee Education Consortium will:
  - a. Be responsible for collaborating with Rock Valley College Early College Coordinators to submit a completed enrollment form for all students who qualify and have registered for the Rock Valley College dual credit course;
  - b. Send Rock Valley College an initial student roster in January for the semester beginning Spring 2024 and a final roster by the end of the first week of the final School District high school semester;
  - c. Ensure that all students successfully meet the Rock Valley College and OSF Saint Anthony Medical Center/Northern Region EMS course

prerequisites (2.0 GPA or placement into ENG-098 and MTH096A) and requirements (flu Shot, Tdap, MMR, Chicken Pox vaccination) and assign a course counselor to handle any situations at the Kishwaukee Education Consortium that requires intervention including, but not limited to, mental health, remedial assistance, study time, counseling, academic intervention, placement into another course if student performance does not meet course requirements or School District performance and attendance violations.

- d. Ensure that the students who are enrolled in the course have the proper orientation, approvals, signatures, liability forms, and inoculations for the emergency department clinical time at a local hospital and ambulance ride time at a local approved provider.
  - e. Ensure that the student meets the age requirements for successful testing and licensure by the National Registry of EMTs and the Illinois Department of Public Health by the end of the school year.
  - f. Pay a per-student enrollment fee of \$50.00 to Rock Valley College for each dual credit course for the 2023 - 2024 & 2024 - 2025 academic year.
  - g. Purchase the textbook/access card needed to successfully complete the EMT-Basic provider Course.
  - h. Ensure that the student purchase their own stethoscope to be used for the EMT-Provider Basic provider Course.
  - i. Contact the lead instructor for changes in the school schedule based on weather, infrastructure and building issues, and will subsequently meet with the lead instructor to develop make-up classes schedules to complete required hours for course completion.
  - j. Be solely responsible for the wages, salaries, and benefits due to individuals who are Kishwaukee Education Consortium employees only—in no event shall KEC be responsible for the wages, salaries, and benefits due to employees, independent contractors, or agents of any other Party.
5. OSF Saint Anthony Medical Center/Northern Region EMS shall:
- a. Ensure that the Lead Instructor is qualified under the applicable Illinois Department of Public Health licensure, Rock Valley College, and State of Illinois qualifications to provide the EMT-Basic Provider Course for Kishwaukee Education Consortium participants.
  - b. Develop and provide a course curriculum, handbook, and schedule that coincide with KEC district schedules.
  - c. Submit the course curriculum, handbook, and schedule to the Illinois Department of Public Health to be approved and receive an Illinois Site Code for course completion.
  - d. Submit the course curriculum, handbook, and schedule to the National Registry of EMTs for approval and identification for National Registry Testing and Certification for those students that successful completes the course.

- e. Follow the class schedule for the school year as identified in the schedule and follow the direction of the Kishwaukee Education Consortium related to school cancellations for weather, building infrastructure issues, etc.
- f. Submit a handbook that identifies the requirements for the students to successfully complete the EMT-Basic Provider Course. The handbook will identify course homework averages, test averages, laboratory class completions, and limitations on absences.
- g. Upon successful completion for National Registry of EMTs testing, the course lead instructor will submit the necessary paperwork for the student to be licensed as an EMT-Basic by the Illinois Department of Public Health.
- h. Provide a qualified lead instructor and ad-hoc instructors/ aides needed for the successful completion for the EMT-Basic Provider Course.
  - i. The OSF Dual Credit Instructor must submit a Rock Valley College Dual Credit at the High School Instructor Application.
  - ii. OSF must complete an Instructor Verification form for each EMT Dual Credit Instructor to verify that official transcripts and formal identification of the Instructor are on record at the District office for ICCB and HLC auditing purposes.
- i. Ensure that adequate classroom space, chairs, tables, etc. are available for didactic and laboratory sessions
- j. Ensure that proper audio-visual equipment is available as identified by the course instructor
- k. Ensure that all EMT-Basic provider training equipment is available at the course site including but not limited to training mannequins, blood pressure cuffs, splints, backboards, ambulance cots, immobilization equipment, oxygen delivery devices, AEDs, cardiac and equipment needed for the course presentation and that proper, secured, storage space is available for the equipment when not in use.
- l. Provide the necessary soft goods (bandages, forms, checklist, tape, handouts, etc.) to successfully complete the laboratory sessions for the EMT-Basic Provider Course.
- m. The lead instructor shall:
  - i. Distribute, on the first day, the course syllabus and handbook to each student and orient each student to the specific needs for didactic, laboratory, testing, homework, attendance needs for successful completion of the course. Each student will subsequently sign an orientation agreement identifying they understand the parameters of the course and will abide by those parameters.
  - ii. Provide KEC and Rock Valley College Early College Coordinator the initial class roster through an enrollment verification process,

midterm grades, and final grades for students enrolled in the course.

- iii. Meet with the assigned KEC employee on a periodic basis to discuss each student's progress and address any issues that arise concerning class performance, personal issues, homework, remediation, academic review, study time, and attendance. The KEC employee will identify a remediation plan for identified students and/or select an alternative pathway if a student is unsuccessful in their performance during the course.
6. It is further agreed upon by the Parties that Rock Valley College will:
- a. Provide the EMT-Basic Provider Course approved credit hours as identified by the Illinois Community College Board for the students who successfully complete the EMT-Basic Provider Course.
  - b. Provide the Kishwaukee Education Consortium with copies of all official college credit course forms, processes and support needed to achieve Dual Credit Course Compliance.
  - c. Ensure that the lead instructor and ad-hoc instructors meet the Illinois Department of Public Health licensure, Rock Valley College, and State of Illinois qualifications to provide the EMT-Basic Provider Course at the School District.
  - d. Rock Valley College will charge a per-student enrollment fee of \$50.00 to the Kishwaukee Education Consortium for each dual credit course for the 2023 - 2024 and 2024 - 2025 academic years and will waive associated fees.
  - e. By Rock Valley College waiving associated student fees, the participating student will not be eligible for utilization of Rock Valley College student organizations and select support services.
7. The Parties will work collaboratively and utilize the following processes to ensure that individual students with disabilities have access to Dual Credit at High School courses, provided that they are able to meet the criteria for entry into such courses:
- a. The Kishwaukee Education Consortium will ensure that all of its students have access to the EMT course offering information prior to course selection.
  - b. Once the EMT course roster is finalized, the Kishwaukee Education Consortium will indicate on the shared Google Sheet which dual credit students have an IEP or 504 plan and document the provided accommodations within the established Kishwaukee Education Consortium practices for record keeping of these services.
  - c. A student with a disability shall have access to the supplementary aids and accommodations included in their individualized education program under Article 14 of the Illinois School Code or Section 504 Plan under the federal Rehabilitation Act of 1973 while the student is accessing a dual

credit course at the Kishwaukee Education Consortium, in accordance with established Kishwaukee Education Consortium practices for providing these services.

- d. Kishwaukee Education Consortium and OSF shall regularly communicate regarding the progress, performance and individual needs of students with disabilities who are enrolled in the EMT course.

Nothing contained herein shall be construed as to release the School District from its obligations as the "Resident District" and/or "Local Education Agency," as those terms may be defined in State or federal laws, rules and/or regulations relating to students with disabilities. The School District represents and warrants that, at all times and during all situations governed by this Agreement, it shall remain the Resident District and Local Education Agency for any and all students with disabilities participating in Dual Credit at High School hereunder.

8. Any modifications to this Agreement will be mutually agreed upon by all Parties and shall be in writing. Such modifications will not jeopardize the credit, testing, or licensure for the students currently enrolled in the course covered under this Agreement.
9. Indemnification.
  - a. The Kishwaukee Education Consortium agrees to and shall indemnify, save and hold harmless the remaining Parties and their governing boards, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of KEC's performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the KEC, its officers, employees, independent contractors, subcontractors, agents and other representatives. It is not the intent of the Parties to impose liability beyond that imposed by state statutes. The obligations of a Party under this paragraph shall survive the expiration or termination of this Agreement.
  - b. Rock Valley College agrees to and shall indemnify, save and hold harmless the remaining Parties and their governing boards, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of Rock Valley College's performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the Rock Valley College, its officers, employees, independent contractors, subcontractors, agents and other representatives. It is not the intent of the Parties to impose liability

beyond that imposed by state statutes. The obligations of a Party under this paragraph shall survive the expiration or termination of this Agreement.

- c. OSF Saint Anthony Medical Center/Northern Region EMS agrees to and shall indemnify, save and hold harmless the remaining Parties and their governing boards, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of OSF Saint Anthony Medical Center/Northern Region EMS performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the OSF Saint Anthony Medical Center/Northern Region EMS, its officers, employees, instructors, independent contractors, subcontractors, agents and other representatives. It is not the intent of the Parties to impose liability beyond that imposed by state statutes. The obligations of a Party under this paragraph shall survive the expiration or termination of this Agreement.
10. The Kishwaukee Education Consortium agrees that, in order to protect itself as well as the other Parties under the indemnity provision set forth in the above paragraph, it will at all times during the terms of this Agreement keep in force an appropriate liability insurance policy.
11. For the purpose of Workers' Compensation, the Kishwaukee Education Consortium shall be the "employer" only for all its personnel who perform services as instructors and support staff. The Parties agree the KEC is not the "employer" of non-KEC employees who may serve as instructors (including those of the other Parties in relation to the Program) or students who are not affiliated with the KEC.
12. This Agreement shall be governed by the laws of the State of Illinois.
13. This agreement shall be considered severable, such that if any provision or part of the Agreement is ever held invalid under any law or ruling, that provision or part of the Agreement shall remain in force and effect to the extent allowed by law, and all other provisions or parts shall remain in full force and effect.
14. This Agreement may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.
15. This Agreement will be in effect \_\_\_\_\_, 2024 and will end on June 30, 2025.

Memorandum of Understanding between OSF St. Anthony Hospital, Kishwaukee Education Consortium and Rock Valley College

**SIGNATURE PAGE**

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Signature      Date

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Printed Name and Title  
Rock Valley College

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Signature      Date

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Printed Name and Title  
OSF Saint Anthony Medical Center/Northern Region EMS

*Dr. Amy Horn      03.05.24*

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Signature      Date

*Dr. Amy Horn, Assistant Director*

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Printed Name and Title  
Kishwaukee Education Consortium

Signature

Date

Rock Valley College President

Signature *Susan L. Fagan BSW, MBA* Date *2/14/2014*

OSF Saint Anthony Medical Center/Northern Region EMS

Signature

Date

Kishwaukee Education Consortium

**Acknowledgment of the Rock Valley College  
Decennial Committee Final Report**

**Background:**

On June 10, 2022, the Illinois General Assembly enacted Illinois Public Act 102-1088, known as the Decennial Committees on Local Government Efficiency Act (the “Act”), which became effective immediately. To comply with the Act, the Board of Trustees of Rock Valley College District No. 511 approved a Resolution (BR #8047) on May 23, 2023, to create the Rock Valley College Decennial Committee.

The Decennial Committee was comprised of members of the Rock Valley College Board of Trustees, several members of the College Administration, and two community members. The 14 members of the Decennial Committee met on June 27, 2023; August 22, 2023; October 24, 2023; December 19, 2023; and February 27, 2024.

The Committee studied three topics related to efficiency and accountability. These were the Illinois Community College Board (ICCB) Recognition Report, the Annual Comprehensive Financial Report (ACFR), and the Higher Learning Commission Report (HLC). As a result, the Decennial Committee is not recommending any additional accountability or efficiency measures to the county boards in its district.

Summaries of these meetings have been compiled into a Final Report. Internal recommendations include: 1) Maintaining the current community college districts with oversight from the Illinois Community College Board; 2) Engaging an independent auditor/compliance officer biennially to review accountability across campus for compliance and adherence to policies and procedures; 3) Updating Board Policy 5:10.120 to require that expenditures in excess of \$25,000, rather than \$10,000, be approved by the Board of Trustees; 4) Preparing faculty, staff, and the Board of Trustees for the 2024 visit from the Higher Learning Commission (HLC).

In April 2024, the Final Report will be distributed to the county boards of the six counties within the Rock Valley College District No. 511: Winnebago, Boone, DeKalb, McHenry, Ogle, and Stephenson Counties. According to the Act, the Rock Valley College Decennial Committee will be automatically dissolved upon publication of the Final Report to be made available to the public and distributed to the county boards in its district. The Act provides that a new Decennial Committee will be formed every ten years.

**Recommendation:**

It is recommended that the Board of Trustees reviews and acknowledges the Final Report of the Rock Valley College Decennial Committee dated February 27, 2024, and confirms the Decennial Committee’s charge to direct the College’s Administration to forward the Final Report to the six counties within District No. 511.

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Howard J. Spearman, Ph.D.  
President

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

Attachment: Rock Valley College 2023-2024 Decennial Committee Final Report

# Rock Valley College

## 2023-2024 Decennial Committee Report

February 27, 2024

### Purpose

In response to Public Act 102-1008, Rock Valley College established a Decennial Committee to “study local efficiencies and report recommendations regarding efficiencies and increased accountability to the county board in which the governmental unit is located.” The College is submitting this report to the county boards in each county covered, either in whole or in part, by Community College District 511 (Rock Valley College). These counties include Boone, Winnebago, Ogle, Stephenson, McHenry, and DeKalb.

### Committee Members

Table 1 lists the RVC Decennial Committee members and their relationship to the College.

*Table 1: Rock Valley College 2023-2024 Decennial Committee Members*

Member Name	Role
Dr. Howard J. Spearman, Co-Chair	President
Ms. Crystal Soltow, Co-chair	Trustee
Ms. Ann Kerwitz, Secretary	Assistant to the President
Ms. Gloria Cardenas Cudia	Board Chair
Mr. Paul Gorski	Board Vice Chair
Mr. Bob Trojan	Board Secretary
Mr. Richard Kennedy	Trustee
Mr. John Nelson	Trustee
Ms. Kristen Simpson	Trustee
Mr. Juan Noguera	Student Trustee
Ms. Jessica Jones	Community Resident
Mr. Adrian Vasquez	Community Resident
Ms. Ellen Olson	Vice President of Finance, CFO
Ms. Heather Snider	Vice President of Institutional Effectiveness & Communications

### Process

The RVC Decennial Committee met four times and studied three topics related to efficiency and accountability. At its first meeting, the timeline and review topics were approved. Table 2 outlines the timeline and topics.

*Table 2: Rock Valley College 2023-2024 Decennial Committee Timeline and Topics Studied*

<b>Date</b>	<b>Meeting</b>	<b>Purpose</b>
June 27, 2023	Special Meeting-First Meeting of the Decennial Committee. Begin at 5:15 p.m. followed by the FY2024 Budget Hearing and regular Board meeting.	Appoint and welcome members. Adopt the process, procedures, and review timeline. Vote on administration’s recommendation of topics to be reviewed by the Committee.
August 22, 2023	Special Meeting-Second Meeting of the Decennial Committee. Begin at 5:15 p.m. followed by the regular Board meeting.	Review Illinois Community College Board (ICCB) Recognition Report.
October 24, 2023	Special Meeting-Third meeting of the Decennial Committee. Begin at 5:15 p.m. followed by the regular Board meeting.	Review Annual Comprehensive Financial Report (ACFR).
December 19, 2023	Special Meeting-Fourth meeting of the Decennial Committee. Begin at 5:15 p.m. followed by the regular Board meeting.	Review Higher Learning Commission (HLC) Report.

### Review of Illinois Community College (ICCB) Recognition Report

**Purpose:** Recognition is a statutory term describing the status of a community college district that meets instructional, administrative, financial, facility, and equipment standards as established by ICCB. A favorable recognition status is a condition of state funding eligibility.

**Outcome:** During FY22, the ICCB conducted a recognition evaluation of Rock Valley College. As there were zero (0) compliance findings, the ICCB staff issued a result of Recognition Continued.

**Efficiencies and Accountability:** Meeting ICCB standards is an indication of accountability to the state of Illinois. Moreover, these standards provide a blueprint for efficient College operations.

**Recommendation:** College administration recommends that the committee members accept the ICCB Recognition Report as evidence of efficiencies and accountability.

### Review of Annual Comprehensive Financial Report (ACFR)

**Purpose:** The ICCB Financial Management Manual requires an external audit in compliance with Governmental Accounting Standards Board (GASB) 33/34 with minimal requirements. The annual audit and associated reports are due for submission to ICCB by December 30<sup>th</sup> each year. Additionally, each district is required to publish a financial statement annually, at least once in a newspaper of general circulation in the district.

RVC also participates in the Government Financial Officers Association (GFOA) Certificate of Achievement in Excellence in Financial Reporting.

**Outcome:** RVC makes the ACFR available for public consumption on the website and publishes a financial statement in at least one newspaper, pursuant to Section 3- 22.2 of the Public Community College Act.

The College also has received the GFOA Certificate of Achievement for 16 consecutive years.

**Efficiencies and Accountability:** The GFOA Certificate of Achievement (COA) encourages and assists state and local governments to go beyond the minimum requirements of generally accepted accounting principles (GAAP) to prepare annual comprehensive reports that evidence the spirit of transparency and full disclosure.

**Recommendations:** College administration recommends that the committee members accept the ACFR as evidence of efficiencies and accountability. Additional recommendations include:

- The Board of Trustees considers engaging an independent auditor/compliance officer biennially to review accountability across campus for compliance and adherence to policies and procedures at an estimated cost of \$70,000 to \$80,000
- The Board of Trustees updates Board Policy 5:10.120 to require that expenditures in excess to \$25,000 be approved by the Board of Trustees

### Review of Higher Learning Commission (HLC) Report

**Purpose:** Institutional accreditation validates the quality of an institution's academic programs and evaluates the institution as a whole, including the soundness of its governance and administration, adherence to mission, sustainability of its finances, and sufficiency of its resources. Maintaining institutional accreditation ensures that credits and credentials are recognized by other institutions of higher education and employers and that the College can offer financial aid options for students.

**Outcome:** During FY19, HLC conducted a mid-cycle comprehensive evaluation of Rock Valley College. As a result of this evaluation, HLC issued a result of Continued Accreditation with Monitoring. Monitoring issues were addressed in the Interim Reports accepted by HLC in August 2019 and December 2020.

**Efficiencies and Accountability:** Meeting HLC criteria for accreditation, assumed practices, obligations of membership, and federal compliance requirements is an indication of accountability. Moreover, these standards provide a blueprint for efficient College operations.

**Recommendations:** College administration recommends that the committee members accept the HLC Report as evidence of efficiencies and accountability.

College administration also recommends that faculty, staff, and the Board of Trustees receive adequate preparation prior to the October 2024 visit from HLC. Board preparation could include a mock visit during a regularly scheduled Committee of the Whole meeting or Special Meeting.

## Survey of Residents

At the conclusion of each RVC Decennial Committee meeting, a survey of residents was conducted to garner input on matters discussed at the meeting. Throughout the course of the decennial committee process, RVC received 24 survey responses. Most respondents (96%) somewhat agreed or strongly agreed that discussion at the Decennial Committee meetings suggest that Rock Valley College operates in an efficient manner. All respondents (100%) somewhat agreed or strongly agreed that Rock Valley College has sufficient accountability measures to govern the institution.

## Conclusion

The Rock Valley College Decennial Committee is not recommending any additional accountability or efficiency to the county boards in its district. While counties and other governmental units may benefit from additional accountability and efficiency measures, community colleges receive sufficient budgetary and governmental oversight from their Board of Trustees, the Illinois Community College Board, and regional accreditors such as the Higher Learning Commission.

Internal recommendations resulting from the Decennial Committee process include:

- Maintaining the current community college districts with oversight from the Illinois Community College Board
- Engaging an independent auditor/compliance officer biennially to review accountability across campus for compliance and adherence to policies and procedures
- Updating Board Policy 5:10.120 to require that expenditures in excess of \$25,000, rather than \$10,000, be approved by the Board of Trustees
- Preparing faculty, staff, and the Board of Trustees for the 2024 visit from the Higher Learning Commission (HLC)

The Rock Valley College Decennial Committee will reconvene in ten years. In the meantime, the Board of Trustees and college administration will continue to operate in an efficient manner and remain accountable to ICCB, HLC, and the public.

**Rock Valley College Student Trustee Report**  
**Juan Nogueta, Student Trustee**  
**Board of Trustees Meeting, March 26, 2024**

1. RVC student leaders, Marilu Soto and Casandra Soto are the founders of the Rock Valley College Young Women's Leadership Organization. The organization's vision is to unify young women while providing support and opportunities for academic, personal, professional, and social growth. The organization's mission is to empower women and to spread campus-wide awareness on a variety of social issues that affect women at large.
2. The RVC Marketing team began an initiative earlier this year that consists of providing students the opportunity to create Marketing content for the College. Students in this initiative would be called Student Brand Ambassadors. In honor of Women's History Month, Student Brand Ambassadors, Margaret Torio and Perla Esquer Santana are highlighted for their contributions to the College's branding.
3. Every Spring semester at Rock Valley College, the International Student Services Department hosts the Sister-to-Sister GLOW Conference. The latest conference took place at RVC on March 8. The conference consisted of a variety of workshops (hosted by local community members and RVC staff) and a resource fair whose purpose was to provide guidance, support, and empower female students.

4. RVC's Women's and Men's Bowling teams became NJCAA (National Junior College Athletic Association) National Champions. This consisted of the Women's team knocking down 12,223 pins and the Men's team 13,025 pins. This year's NJCAA National Championship competition took place in Lansing, Michigan. The historical performances of the RVC Women's Bowling team can be traced back to three national championships in just four national appearances.
  
5. The RVC Foundation and SGA (Student Government Association) led initiative of Scholarship Ambassadors has contributed to the (multiple) campus-wide awareness of the ongoing scholarship window. As of this report, the SC (Student Center), WTC (Woodward Technology Center), and the ATC (Advanced Technology Center), have been visited. The ERC (Educational Resource Center), Aviation Career Education Center (ACEC), PEC (Physical Education Center), HSC (Health Sciences Center), and JCSM (Karl J. Jacobs Center for Science and Math) are to be visited. Many students who did not know about the scholarship opportunities offered by the RVC Foundation have been spoken to. It is a joy to see the sigh of relief from a student who just learned of the opportunity of receiving significant financial support to continue pursuing their higher education at RVC.
  
6. On March 8, the Student Trustee Workshop was presented by current Student Trustee Juan Noguera and RVC President Dr. Spearman. The presentation consisted of information found within the ICCB (Illinois Community College Board) website and the RVC Board Bylaws in addition to my personal experience. The slides covered a variety of topics such as RVC's structure, the RVC's Board of Trustees, an introduction to what is a policy, an introduction to what the student trustee position consists of, what a student trustee report is, an introduction to the ICCB SAC, an overall term breakdown and the current student trustee's areas of focus and three key virtues. The presentation's structure conveyed the importance of overall responsibility and provided guidance on how to operate within the Student Trustee position.

**Rock Valley College Board of Trustees  
Freedom of Information Act Report  
February 15, 2024 - March 15, 2024**

Date Received	FOIA #	Requestor	Request	Response Date
2/16/2024	2024-25	Kimia Hamidi, AccessKit	<p>Under the Freedom of Information Act (FOIA), I am requesting access to and copies of records related to Rock Valley College 's acquisition and use of Ad Astra, including but not limited to:</p> <ol style="list-style-type: none"> <li>1. All internal emails and communications related to the discussion, consideration, and purchase of Ad Astra by Rock Valley College , starting 6 months prior to the initiation of the contract with Ad Astra.</li> <li>2. If applicable, a copy of the response to Rock Valley College 's Request for Proposal (RFP) submitted by Ad Astra.</li> <li>3. The RFP evaluation scorecard used by Rock Valley College for Ad Astra and its comparison against all other competitors considered during the selection process.</li> <li>4. The final contract executed between Rock Valley College and Ad Astra for the provision of services or products.</li> <li>5. Any and all documents associated with the sale, including but not limited to sole source justifications, amendments to terms, and any other procurement documentation.</li> </ol>	Completed 2/19/2024
2/27/2024	2024-26	Jessica Biggers,	Accident report and video/photos for an accident that occurred January 19, 2024 in parking lot 7A or B - involving Sierra Biggers.	Completed 3/4/2024
2/27/2024	2024-27	Bob Ackerson	<p>The purpose of this request is to obtain copies of your current contracts for Copier, Printer and High Volume Production Print equipment/printshop that details the following information:</p> <ul style="list-style-type: none"> <li>- Mono cost per copy rate</li> <li>- Color cost per copy rate</li> <li>- The term of the maintenance contract (months)</li> <li>- Monthly Lease cost and whether the monthly lease cost represents a \$1 Buyout or Fair Market Value lease.</li> <li>- The term of the lease contract (months)</li> </ul>	Commercial Request due 3/27/2024
3/4/2024	2024-28	David Asari	<ul style="list-style-type: none"> <li>• GPA Statistics since the academic term starting January 1, 2019 GPA statistics of all students who completed 12 hour credits in a semester. What GPA is would be the "Top 10%" (90th percentile, top decile) of full-time students.</li> <li>• What percentile would a 3.0 GPA be among full-time students at this community college?</li> <li>• What percentile would a 3.5 GPA be among full-time students at this community college?</li> </ul>	Request for clarification/ex tension. Status: awaiting response

			<ul style="list-style-type: none"> <li>GPA distribution broken down by ethnicity for full-time students at this community college.</li> <li>GPA distribution broken down by family/household income for full-time students at this community college.</li> </ul>	
3/4/2024	2024-29	David Asari	<p>PTK Records Request since the academic term starting January 1, 2019</p> <ul style="list-style-type: none"> <li>All records (e-mails and otherwise) from to and from Phi Theta Kappa / PTK/ PTK.org International College Honor Society   Phi Theta Kappa (including files and student lists provided by the school to PTK.</li> <li>This includes any mailings to and from chapter advisor of PTK to this campus.</li> <li>All communications to or from Lynn Tincher-Ladner from anyone at this community college ( lynn.tincher-ladner@ptk.org&lt;mailto:lynn.tincher-ladner@ptk.org&gt; )</li> </ul>	Request for clarification/extension. Status: awaiting response
3/5/2024	2024-30	Kristi Upton, Acme Research	<p>Copies of documents that specify salient points for construction or renovation projects valued at \$2,000,000 or more at Rock Valley College. Include information for both currently active projects as well as those completed since September 1, 2023.</p> <p>Specifically, we seek:</p> <ul style="list-style-type: none"> <li>Project name</li> <li>Project number</li> <li>Projected completion date</li> <li>Prime/General Contractor name(s)</li> <li>Construction Manager (at Risk) name</li> <li>Architect/Engineer names</li> <li>Subcontractor names</li> <li>Excel spreadsheets containing similar information are welcome.</li> </ul>	Commercial Request due 4/3/2024
3/10/2024	2024-31	Muhammad Aleem	<p>Under the Illinois Freedom of Information Act, 5 ILCS 140, I am requesting an opportunity to inspect or obtain copies of public records that include:</p> <p>The most recent actual ComEd bill and/or the actual Retail Electric Supplier bill generated within the last 30 days in PDF format for (ALL) Rock Valley College Locations. Please include a copy of the current "Procurement Contract" for the purchase of energy.</p>	Commercial Request due 4/8/2024