

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, June 9, 2026

Call to Order

The Rock Valley College (RVC) Board of Trustees Committee of the Whole meeting convened on Tuesday, June 9, 2026, in the Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC). The meeting was called to order at 5:15 p.m. by Board Chair Paul Gorski.

Roll Call

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

Mr. Paul Gorski	Dr. Jenna Goldsmith
Mr. John Nelson	Ms. Gloria Cardenas Cudia
Ms. Kristen Simpson	Ms. Sarah Ortiz Espinoza, Student Trustee
Mr. Robert 'Bob' Trojan	

The following trustee was absent from the roll call: Ms. Crystal Soltow

Also present: Dr. Howard Spearman, President; Dr. Keith Barnes, Vice President of Cultural Excellence and Belonging; Dr. Terrica Huntley, Vice President of Human Resources; 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. Carly Diciolla, Assistant to the President; Ms. Tracy Luethje, Executive Assistant to the Vice President of Operations, Attorney Elizabeth Becker, Robbins Schwartz.

Board Member Attendance by Means Other than Physical Presence

There were no board members attending by any other means.

Communications and Petitions

There were no public comments, communications, and/or petitions.

Recognition of Visitors

There were no visitors to be recognized.

Review of Minutes

There were no comments on the minutes from the May 12, 2026, Board of Trustees Committee of the Whole meeting.

General Presentations

There were no general presentations.

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Finance Discussion: Board Liaison Trustee Cardenas Cudia

1. Purchase Reports

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

Purchase Report A – FY2026 Downtown West Amendments

A. Construction Manager at Risk (Other Contractual Services – Downtown Campus)

1.	Ringland Johnson, Inc.	Cherry Valley, IL	\$ 60,000.00*(1)
			Not to Exceed

Discussion ensued.

Purchase Report B – FY2026 Amendments

A. Contractual Services – (Other Contractual Services – Purchasing Card)

1.	UMB Card Services	Kansas City, MO	\$ 50,000.00*(1)
			Not to Exceed

B. Disposal Services – (Refuse Disposal – Plant Operations and Maintenance)

2.	Rock River Disposal	Rockford, IL	\$ 500.00*(2)
			Not to Exceed

Discussion ensued on Item A regarding the increase to the College's credit card account (P-Cards). Ms. Olson responded because RVC Athletics advanced to national tournaments and incurred more-than-usual travel expenses; these travel charges are charged to the UMB P-Card.

Purchase Report C – FY2026 Purchases

A. Wireless Access Point Equipment – (Capital Services Equipment – Downtown West Project)

1.	Entre Computer Solutions	Machesney Park, IL	\$ 90,000.00*(1)
			Not to Exceed

B. Bus Transportation – (Participant Travel – Upward Bound)

2.	First Student	Belvidere, IL	\$ 40,000.00*(2)
			Not to Exceed

Purchase Report D – FY2027 Purchases

A. Fire Tower – (DCEO and ICCB Grants – Fire Science)

1.	Forge Fire and Company	Bucyrus, OH	\$ 656,750.00*(1)
			Not to Exceed

B. Payroll Software – (Administrative Software – IT Administration)

2.	Paylocity	Schaumburg, IL	\$ 250,000.00*(2)
			Not to Exceed

C. LMS Accessibility Tool – (Administrative Software – Online Learning)

3.	Yuja Lumina	San Jose, CA	\$ 37,113.03*(3)
			Not to Exceed

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D. Gas Meter Upgrade – (Capital Equipment – Plant, Operations, and Maintenance)

4.	Nicor Gas	Aurora, IL	\$ 27,917.45*(4)
			Not to Exceed

E. Publication – (College and Program Advertising – Marketing and Communications)

5.	Progress Printing Company	Lynchburg, VA	\$ 54,688.70*(5)
			Not to Exceed
	CPC Printing and Promotions	Onalaska, WI	\$ 56,269.50
	The Lane Press, Inc.	South Burlington, VT	\$ 60,890.20
	Aradius Group	Omaha, NE	\$ 63,534.90
	MOTR GrafX, LLC	Wheeling, IL	\$ 93,471.58
	Liberty Lithographers, Inc.	Tinley Park, IL	\$ 102,980.90

F. Automotive Equipment – (Capital Instructional Equipment – Downtown West Project)

6.	Celette, Inc.	Lewisville, TX	\$ 190,286.61*(6)
	Sullivan's Equipment, Inc.	Danville, IN	\$ 190,573.56

Purchase Report E – FY2027 Site Rentals

A. Rental – (Education Fund – Transitional Opportunity and Education/Adult Education Center, Rental – Facilities)

1.	Rockford News Tower	Rockford, IL	\$ 39,047.40*(1)
			Not to Exceed

B. Rental – (Education Fund – Aviation Maintenance Technology Rental Facilities)

2.	Greater Rockford Airport Authority	Rockford, IL	\$ 11,500.00*(2)
			Not to Exceed

Purchase Report F – FY2027 Software Licensing Renewals

A. Software – (Plant, Operations, and Maintenance – Administrative Software)

1.	Brightly Software, Inc.	Cary, NC	\$ 51,000.00*(1)
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B. Software – (IT Administration – Administrative Software)

2.	Burwood Group, Inc.	Chicago, IL	\$ 50,000.00*(2)
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C. Software – (IT Administration – Administrative Software)

3.	Carahsoft	Reston, VA	\$ 161,000.00*(3)
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D. Software – (Education Fund – Administrative and Instructional Software)

4.	CDW-G	Chicago, IL	\$ 50,000.00*(4)
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E. Software – (IT Administration – Administrative Software)

5.	CDW-G	Chicago, IL	\$ 85,000.00*(5)
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F. Software – (IT Administration – Administrative Software)

6.	CDW-G	Chicago, IL	\$ 132,800.00*(6)
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G. Software – (IT Administration – Administrative Software)

7.	Ellucian	Malvern, PA	\$ 725,000.00*(7)
			Not to Exceed

H. Software – (IT Administration – Maintenance Services Software Support)

8.	Hyland, LLC	Lenexa, KS	\$ 95,000.00*(8)
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I. Software – (Academy for Teaching and Learning Excellence (ATLE) – Instructional Software)

9.	Instructure, Inc.	Salt Lake City, UT	\$ 160,545.80*(9)
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J. Software – (Marketing and Communications – Website Services Software and Support)

10.	Modern Campus	Camarillo, CA	\$ 45,000.00*(10)
			Not to Exceed

K. Software – (Financial Services – Administrative Software)

11.	Prophix Software, Inc.	Ontario, Canada	\$ 87,000.00*(11)
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L. Software – (Academic Affairs – Administrative Software)

12.	Watermark Insights, LLC	Austin, TX	\$ 40,267.88*(12)
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M. Software – (Institutional Research and Planning – Administrative Software)

13.	Watermark Insights, LLC	Austin, TX	\$ 74,445.65*(13)
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N. Web Application – (SCC4 Advanced Manufacturing Grant – Subscriptions – Web Applications)

14.	American Government Services (AGS), LLC	Hudson, WI	\$ 40,000.00*(14)
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O. Software – (IT Administration – Maintenance Services Software support)

15.	Entre Computer Solutions	Machesney Park, IL	\$ 28,000.00*(15)
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P. Software – (Academic Affairs – Instructional Software)

16.	Lumina, Inc.	San Jose, CA	\$ 34,311.00*(16)
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Q. Software – (Academic Affairs – Instructional Software)

17.	Honorlock, Inc.	Boca Raton, FL	\$ 35,197.00*(17)
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Purchase Report G - FY2027 Blanket Purchase Orders

Vice President Olson reviewed the blanket purchase orders that had changed or had a higher dollar amount than those from the previous year. The information included the vendor, city, state, description, fiscal year 2026 amount, fiscal year 2027 projected amount, and comments on the expense. See attached.

2. Fund Transfer Request

Ms. Olson stated that RVC received an Employee Retention Credit from the Internal Revenue Service for \$3,830,448.59; after deducting the consulting fees, the net amount was \$3,064,358.87. This is additional revenue beyond what was anticipated for Fiscal Year 2026, and a portion of the \$3 million net revenue from the IRS Employee Retention Credit needs to be transferred to Restricted Operations and Maintenance (Fund 03) and Restricted (Fund 06.). The request earmarks \$225,000 for Fund 3 (Restricted Operations and Maintenance) to cover Year 1 of Paylocity and \$100,000 for Restricted Fund 6 for a Downtown West Class Sponsorship program.

3. Fiscal Year 2027 Final Budget

Vice President Olson presented the Fiscal Year 2027 Final Budget. The budget hearing is set for June 23, 2026. No changes have occurred since the Tentative Budget was approved on April 21. Operational funds remain balanced with a tight contingency; rising group medical costs out of Fund 18 remain the primary tracking concern.

Board Chair Gorski reminded everyone to submit any budget feedback, lingering administrative questions, or public record adjustments regarding the FY2027 Final Budget prior to the June 23, 2026, Regular Board meeting.

4. Certificate Attesting to the Fiscal Year 2027 Final Budget

Ms. Olson explained that the Certificate Attesting to the Fiscal Year 2027 Final Budget states that the Board Secretary and Board Chairperson of the Rock Valley College Board of Trustees attest that the Fiscal Year 2027 Final Budget is a true and correct copy in its legal form.

5. ESP/PSA/Administrative Salaries for 2026-2027 (Fiscal Year 2027)

Vice President Olson stated that administration is recommending a 3% base salary increase for roughly 100 non-represented employees (ESP, PSA, and administrative staff) effective July 1, 2026, totaling an estimated fiscal impact of \$478,250. Mr. Gorski asked how many employees the Board Report would affect, and Ms. Olson stated she would email him the number as she did not have the exact number.

6. Cash and Investment Report

Vice President Olson presented the Cash and Investment Report through May 31, 2026. Total operating cash is \$22,434,251. Total operating cash and investments are \$104,639,364. The operating cash and investments have changed by \$7,077,296 since April 30, 2026. Total capital funds are \$57,068,734. Since April 30, 2026, the change in capital funds has been <\$4,763,274>. Ms. Olson stated that the total operating cash and investment funds were 97.39% of the FY2026 operating budget.

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Teaching, Learning & Communications Discussion: Board Liaison Trustee Goldsmith

1. Permanent Approval Career and Technical Education Curriculum and Certificate in Family and Domestic Violence (Human Services)

Dr. Amanda Smith, vice president of academic affairs, presented a new stackable credential within the Human Services pathway to be housed at Downtown West Campus. Developed with local partners (e.g., Family Peace Center, Remedies), the certificate rolls into an Associate of Applied Science (AAS) degree launching this fall, enabling a virtual transfer to the University of Illinois Urbana-Champaign.

2. Adult Learner Student Profile

Ms. Heather Snider, vice president of marketing and communications, presented the Adult Learner Student Profile. Data for Spring 2026 highlighted 1,230 credit students aged 25 to 45 (19% of the student body). Notably, 43% of these adult learners are enrolled in Career Technical Education (CTE) programs. The board engaged in a detailed debate regarding tracking metrics, requesting consistent, consolidated enrollment reporting across both credit and non-credit/workforce channels.

Trustee Trojan would like Administration to develop a quarterly non-credit/workforce enrollment-tracking mechanism to provide baseline data on adult student enrollment across all college channels.

3. Lobbying Update

Ms. Snider provided the Lobbying Update. Dr. Litesa Wallace's legislative report noted a restrictive 1% state budget increase for higher education. Pipeline for the Advancement of the Healthcare Workforce (PATH) and the Rev Up EV grants were not renewed; Workforce Innovation and Opportunity Act (WIOA) funding decreased by \$110,000, while the Workforce Empowerment Initiative (WEI) grant increased by \$100,000. The Community College Baccalaureate bill cleared the executive committee unanimously, but was not brought to the floor by the Speaker. Discussion ensued.

Trustee Trojan would like a localized operational breakdown showing exactly how the final ICCB state distributions and lost grant funding (e.g., PATH) alter the line-item budget.

Operations Discussion: Board Liaison Trustee Trojan

1. Downtown West Update

Vice President of Operations, Rick Jenks, provided an update on the Downtown West Campus. Current change orders total \$466,196, though additional costs for excavating and rock-basing "unsuitable" soft soils are expected. Internal punch list items, finishes, and IT installation are ongoing, with initial moves planned for early July ahead of the August 14th ribbon cutting. Green Street resurfacing by the city is underway.

Trustee Cardenas Cudia left the meeting at 6:17 p.m.

2. Classroom II (CLII) Building

Mr. Jenks stated that the project has progressed to the design development stage. Architects are actively meeting with faculty and staff stakeholders to finalize space layouts on paper. Expected construction completion is target-dated for December 2028.

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3. Change Orders

Vice President Jenks discussed the following change orders:

- Athletic Fields: A zero-cost change order was established with Team Reil to utilize excavated dirt to build up higher outfield viewing berms for lawn chairs. Turf installation for softball and baseball fields will commence over the next few weeks. Naming rights are being actively explored.
- Project Closeouts: The Fire Alarm Phase 2 project (Woodward Technology Center) closed smoothly, returning \$24,000 in unused contingency. The Tuck Point Phase 2 turret rebuild also closed out, returning \$20,480, and the Health Sciences Center is nearing closeout.

Trustee Trojan inquired whether naming rights for the RVC athletic fields had been considered, and Dr. Spearman stated that he and Brittany Freiberg were discussing the options. Board Chair Gorski suggested naming the fields after athletes who have gone on to be professional athletes.

4. Personnel Report

Dr. Mathew Oakes was announced as the new Executive Director of Institutional Design, Teaching, and Innovation, and Harry Fenton and Guillermo Flores were hired for the Aviation Maintenance Technology faculty.

Discussion ensued regarding the high market demand and student backlog for the Aviation Maintenance program. Because the current space operates at maximum capacity across three distinct shifts, the administration instructed the operations team to secure architectural estimates to evaluate a potential vertical mezzanine expansion within the building.

5. Rock Valley College Events Calendar

Key Calendar Events & Reminders:

- June Awareness: Recognition of Pride Month and the upcoming Juneteenth holiday.
- Summer Theater: The Bengt Sjostrom Theater's summer lineup is underway (including a recent production of *The Wizard of Oz*), and board members are highly encouraged to attend.
- Rockford Culture of Belonging Academy and Conference: Scheduled for June 11th and 12th in the PEC.
- 14th Annual RVC Robotics Competition: Scheduled for July 25th in the PEC.

4. *Information Only

RVC Equity Plan Implementation Summary. Provided by the Vice President of Cultural Excellence, Dr. Keith Barnes.

New Business/Unfinished Business

Unfinished Business

Awards & Recognitions:

- President Dr. Howard Spearman received the *Difference Maker Award* from the Studer Education Destination High Performance Conference.
- RVC received the *Equity and Diversity Award* at the ICCTA awards banquet, acknowledging Dr. Keith Barnes' leadership.

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- Dr. Spearman and Trustee Bob Trojan were named to the Greater Rockford Chamber of Commerce's 40 Over 40 list. A reception is scheduled for June 25th at the UMB Bank Pavilion. Please contact Ann Kerwitz to secure reservations and ticket orders.
- Athletic Success: Amelia Dons won the NJCAA Division III singles national title in women's golf, with the overall team securing the national runner-up position.
- Upcoming Events: Summer manufacturing "SMART" camps for rising 7th and 8th graders have expanded to four sessions, serving 120 total students this year compared to 60 last year. Open-house competitions will occur on select Fridays in June and July.
- Remote Board Participation via Microsoft Teams: Administration announced a planned transition away from Zoom to MS Teams for remote board member attendance to eliminate audio echoes and signal delays. Informational instructions will go out next week, and IT personnel will be on-site 30 minutes prior to the next meeting to assist with device setup.

New Business

There was no new business to discuss.

Next Regular Board of Trustees Meeting

The next Regular Board of Trustees Meeting will be held on Tuesday, June 23, 2026, at 5:15 p.m., in the Performing Arts Room (PAR, Room 0214) of 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 Tuesday, July 14, 2026, at 5:15 p.m., in the Performing Arts Room (PAR, Room 0214) of the Educational Resource Center (ERC) on the main campus.

Adjourn to Closed Session

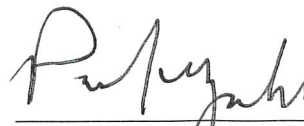
A closed session was not held.

Adjourn

At 6:50 p.m., a motion was made by Trustee Nelson, seconded by Trustee Trojan, to adjourn the meeting. The motion was approved by a unanimous roll call vote.

Submitted by: Tracy L. Luethje.



Dr. Jenna Goldsmith, Secretary

Paul Gorski, Board Chairman