Illinois Community College District #511  
Rock Valley College  
3301 North Mulford Road  
Rockford, IL 61114

Board of Trustees Meeting  
October 26, 2013

STRATEGIC MEETING (Retreat)

The strategic meeting of the Board of Trustees of Community College District No. 511, Winnebago, Boone, DeKalb, McHenry, Ogle, and Stephenson Counties, Illinois, convened in room 1122 of the Karl J. Jacobs Center for Science and Math (JCSM) on the main campus at 3301 North Mulford Road, Rockford, IL, on Saturday, October 26, 2013 at 7:35 a.m. Chairperson Michael Dunn Jr. called the meeting to order.

Roll Call

The following members of the Board were present:

Mr. Michael Dunn, Jr.  
Ms. Lynn Kearney  
Mr. Randy Schaefer  
Mr. Frank Haney  
Mr. Patrick Murphy  
Mr. Maculson Massenat, student trustee

Also in attendance: College Attorney Joe Perkoski

Communications and Petitions

There were no requests for communications or public comment.

Adjourn to Closed Session

At 7:37 a.m. on a motion by Mr. Randy Schaefer, seconded by Ms. Lynn Kearney, and unanimous roll call vote, the meeting was adjourned to closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance or dismissal of specific employees in accordance with Section 2 (c) (1) of the Illinois Open Meetings Act.

At 7:40 a.m., Trustee Kathy Kelley arrived.

Reconvene Open Session

The meeting reconvened to open session at 9:30 a.m. No action was taken during closed session.
Possible Action Items as a Result of Closed Session

No action was taken during closed session.

At 9:44 a.m., Dr. Jack Becherer, President; Mr. Mike Mastroianni, Vice President of Career and Technical Education and Outreach; Ms. Jessica Jones, Executive Director of Human Resources; Ms. Ann Kerwitz, Assistant to the President; and Mr. Harold (Bo) Boger entered the meeting.

Discussion Topics

College Visioning – Led by Harold (Bo) Boger

Mr. Harold (Bo) Boger introduced himself and provided his professional background as it relates to helping groups define their mission, vision, purpose and values. He emphasized that vision needs the right kind of language to be effective and encouraged the group to keep in mind how the arrangement and choice of words can empower other people.

Those present were divided into groups of three and given approximately 30 minutes to answer these questions.

1. What opportunities should we seize?
2. What areas should we continue to support?
3. What are things we may want to consider stop doing?

When the full group reconvened, each three-member team reported how they answered each of the three questions. Mr. Boger then led the group through an exercise to understand the difference between goals and vision, and bearing in mind sustainability and impact, to prioritize and categorize each of the small-group answers to the three questions posed earlier in the meeting.

At 11:45 a.m., Mr. Mastroianni left the meeting.

At 12:00 p.m. Dr. Becherer left the meeting.

Mr. Boger recommended that trustees select two members who will write two or three vision statements that reflect the meeting’s discussion. Mr. Frank Haney and Ms. Lynn Kearney will be responsible for completing a draft, ideally by Thanksgiving, to share with other trustees and possibly give a preliminary review at the December board meeting.

Trustees invited Mr. Boger to join them at another retreat to be scheduled in early January 2014 to help facilitate the final vision statement. Board Chair Dunn emphasized that trustees should be prepared to “own” the vision and able to explain it to others. He added that it should not change the college’s institutional mission, but that trustees will provide their vision statement to the administration so they can align their goals accordingly.

At 12:38 p.m., Mr. Boger left the meeting.
Board Committees – Past Activities and Future Issues

Mr. Randy Schaefer, chair of the Facilities Committee explained that the committee is looking for ways to reduce the cost of the pole barn extension to Starlight Theatre. Discussion followed regarding architects’ fees and which current building projects fall under the Capital Development Board’s (CDB) regulations, thus limiting negotiations for architects’ fees. Trustees agreed they would like to receive more information on capital spending and to have additional cost estimates from architectural firms that do not receive a percentage of a project’s cost estimate.

Discussion followed on the college’s buying process, the current contract with the college’s architect of record, and employee contracts for the Leadership Team, as well as how their benefits such as cell phone and car allowance are determined. Ms. Jessica Jones will research that information and provide feedback, as trustees may want to discuss it further at a future Human Resources Committee meeting.

Chair Dunn encouraged all trustees to attend the next Finance Committee meeting, as there will be extensive discussion regarding the tax rate, levy and bond refinance opportunities.

In response to a question from Trustee Frank Haney, Attorney Joe Perkoski indicated that other colleges are split 50/50 regarding hiring approvals, but it has been tradition at RVC that those decisions are delegated to the president. He added that requiring the board’s approval for day-to-day hires would be cumbersome. Trustees expressed their desire to be informed of and involved in the hiring of the next provost.

Trustee Lynn Kearney asked Attorney Perkoski if there was a way for a board committee meeting to be held when one of the two committee members is absent, but other trustees are present. Attorney Perkoski indicated a meeting could be held, but it would not be the official committee meeting. He added that the board bylaws could be amended so that any committee member present, ideally the committee chair, could appoint another trustee as an ad hoc member of the committee for that meeting only, thus allowing the official committee meeting to proceed. Following further discussion and affirmation by trustees, Attorney Perkoski indicated that he will prepare a document to amend the bylaws to reflect this change and present it to trustees at the November 19 board meeting.

Chair Mike Dunn made the following comments:
• Encouraged trustees to rely more on the judgment of committee members and to listen to the recommendations of the committees.
• Committee chairs should provide other trustees all of the committee-related information they would like them to know.
• Encouraged trustees to take advantage of the New Business and Unfinished Business categories on the regular meeting agendas.
• Trustees would like to receive background information as far in advance as possible on topics that will require their vote.

Attorney Perkoski confirmed that policy changes should have a first and second reading in order to give trustees sufficient time to study the issues before voting.
Chair Dunn asked which board committee should discuss a proposed tuition increase, Finance or Teaching and Learning. Following discussion, Chair Dunn indicated that he will tell Dr. Becherer that trustees would like him to bring tuition to the Finance Committee.

Next Meeting

The next regular meeting will be held November 19, 2013 in room 117-121 of the Woodward Technology Center (WTC) beginning with a study session at 5:15 p.m. The general session will begin at 6:00 p.m., also in WTC 117-121.

Adjournment

There being no further business to come before the Board, at 1:20 p.m., a motion to adjourn was made by Mr. Frank Haney, seconded by Mr. Patrick Murphy. The motion was approved by unanimous voice vote.

Submitted by Ann Kerwitz

Randall J. Schaefer, Secretary

Mr. Michael P. Dunn, Jr., Chair