

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, July 12, 2022
MINUTES

On June 24, 2022, Governor Pritzker issued the thirty-first Gubernatorial Disaster Proclamation for all counties in Illinois. Due to the COVID-19 health pandemic, Howard J. Spearman, Ph.D., president of Rock Valley College, has determined that an in-person meeting is not practical, prudent, or feasible based on the Disaster Proclamation. Under Section 7 (e) (4) of the Open Meetings Act (5 ILCS120/7(e)(4)), this meeting will be held without the physical presence of a quorum at the meeting location.

Meeting Location: *Building E, Rock Valley College, 3301 N. Mulford Road, Rockford, IL 61114. Howard J. Spearman, Ph.D., president of Rock Valley College, will be physically present at the meeting location. Trustees/members, citizens, faculty, and staff may attend the meeting via teleconference or videoconference.*

Access to the Regular Board of Trustees meeting is provided via teleconference online: <https://rockvalleycollege-edu.zoom.us/j/99757689438?pwd=OUg1TXV6ZlFoaGRudlhSFFXNWtsQT09> or by phone at 312-626-6799 using Meeting ID: 997 5768 9438, Passcode: 813378. The meeting will include an opportunity for public comment. Any member of the public who would like to make a public comment can submit their public comment via email to RVC-BoardPC@rockvalleycollege.edu by 3:15 p.m. on July 12, 2022. Public comments submitted via email will be announced during the public comment portion of the meeting.

Call to Order

The Rock Valley College (RVC) Board of Trustees Committee of the Whole meeting was called to order at 5:15 p.m. by Chairperson Jarid Funderburg.

Roll Call

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

Mr. Jarid Funderburg	Ms. Gloria Cudia
Mr. John Nelson	Ms. Crystal Soltow joined at 5:18 p.m.
Mr. Robert Trojan	Mr. Ryan Russell, Student Trustee

The following Trustees were absent at roll call: Mr. Paul Gorski and Ms. Lynn Kearney.

Also Present: Dr. Howard Spearman, President; Ms. Ellen Olson, Vice President of Finance; Mr. Keith Barnes, Vice President of Equity and Inclusion; Mr. Rick Jenks, Vice President of Operations; Mr. Jim Handley, Vice President of Human Resources; Dr. Amanda Smith, Vice President of Liberal Arts and Adult Education; Dr. Patrick Peyer, Vice President of Student Affairs; Dr. Hansen Stewart, Vice President of Industry Partnerships and Community Engagement; Ms. Heather Snider, Vice President of Institutional Effectiveness and Communications; Ms. Ann Kerwitz, Assistant to the President; Ms. Kris Fuchs, Assistant to the President; Attorney Matthew Gardner, Robbins Schwartz; Attorney Chris Gorman, Robbins Schwartz.

Communications and Petitions

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

Recognition of Visitors

There were no visitors to be recognized.

Adjourn to Closed Session

At 5:17 p.m., a motion was made by Trustee Trojan, seconded by Trustee Cudia, to adjourn to closed session to discuss: 1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting in accordance with Section 2 (c) (1); and/or 2) Collective negotiating matters per Section 2 (c) (2); and/or 3) The purchase or lease of real property for the use of the public body per Section 2 (c) (5); and/or 4) Litigation has been filed, is pending, or probable per Section 2 (c) (11), all in accordance with the Illinois Open Meetings Act. The motion was approved by a unanimous roll call vote.

Reconvene Open Session

At 5:34 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.

Review of Minutes

There were no comments on the minutes from June 21, 2022, Board of Trustees Committee of the Whole meeting.

General Presentations

There were no general presentations.

Teaching, Learning & Communications Discussion: Board Liaison Trustee Cudia

1. Enrollment Update

Ms. Heather Snider, vice president of institutional effectiveness and communications, presented the fiscal year 2023 enrollment updates. Ms. Snider stated that since the packet was distributed, enrollment had changed. Ms. Snider explained that Fall credit hours are 81% of the budget goal, and Summer II enrollment is 94% of the budget goal. Discussion ensued.

2. Advanced Technology Center (ATC) Program Update

Dr. Patrick Peyer, vice president of student affairs, Dr. Hansen Stewart, vice president of industry partnerships and community engagement, and Ms. Heather Snider presented the ATC program update.

Ms. Snider presented the unduplicated headcount for the ATC programs. In addition, Ms. Snider stated the enrollment figures for terms Fall 2021, Spring 2022, Summer 2022, and the enrollment numbers at this time for Fall 2022. Ms. Snider said that RVC included the numbers for Truck Driver Training, even though it is not held at the ATC, as RVC offered tuition waivers for the course.

Dr. Hansen Stewart reported the fiscal year 2022 numbers for the ATC course completions for Forklift Training, Truck Driver Training, Advanced Mechatronics Certificate, Fundamentals of Mechatronics Certificate, Advanced Welding Certificate, Assembly Line Welder, and Industrial Welding Certificate. Dr. Stewart discussed the Forklift Training program's registered and completed course numbers. Dr. Stewart stated that in the Spring of 2022, 28 students registered, and 27 completed the course. Currently, for Summer 2022, 23 students are registered, but completion numbers are not yet finalized as the course is still in progress. Dr. Stewart discussed the numbers broken down by term and month.

Dr. Patrick Peyer discussed the RVC ATC tuition waivers. Dr. Peyer stated that the ATC tuition waivers did not include the Workforce Equity Initiative (WEI) Grant, Workforce Innovation and Opportunity Act (WIOA), company-sponsored, and out-of-district waivers. Dr. Peyer gave the numbers broken down by term, course, and dollar amount for 204 duplicated waivers (duplicated meaning one student may have been issued a waiver for Fall of 2021 and Spring of 2022; one student, two waivers.) The total dollar amount of RVC tuition waivers provided to date is \$439,604.90. Dr. Peyer concluded the presentation with a breakdown of students (unduplicated count) who utilized the tuition waiver by zip code. Discussion ensued.

3. Associate of Applied Science (AAS) in Mechatronics

Dr. Stewart presented the AAS in Mechatronics presentation. Dr. Stewart explained that the Associate of Applied Science in Mechatronics will prepare students to enter the workforce as maintenance technicians, repairing machines, and reprogramming controls to streamline processes. In addition, the skills learned in the program will allow students to solve on-the-job challenges. Dr. Stewart stated the degree program would meet the needs of individuals looking to learn an employable skill in a field that will offer self-sustaining wages and employers who need a skilled workforce in mechatronics. The objectives of the AAS in Mechatronics degree program are to apply all safety protocols, apply advanced principles of mechanical, electrical, computer, and industrial technologies, assemble mechatronics equipment and software according to requirements, and correct malfunctions to mechatronics equipment and systems. The impact of the program will build upon existing certificates to create a degree, supplement existing program course offerings, and include courses in General Education subjects and manufacturing-related disciplines. The Mechatronics pathway for students is Certificate One, Fundamentals of Mechatronics which consists of 16 credit hour Mechatronic classes. There are no general education courses; Certificate Two, Advanced Mechatronics, is 15 credit hours of strictly Mechatronic classes. For a student to receive the AAS in Mechatronics Technology, they would need to complete approximately 25 credit hours to earn their degree. Discussion ensued.

Finance Discussion: Board Liaison Trustee Trojan / Trustee Soltow

1. Purchase Reports

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

Purchase Report A – FY 2023 Amendments:

- | | | | |
|--|---------------|----|----------------|
| A. Consulting Services – (Governor's Emergency Education Relief Fund II) | | | |
| 1. Servio Consulting | Frankfort, IL | \$ | 22,000.00 (1)* |

Purchase Report B – FY 2023 Purchases:

- | | | | |
|---|----------------|----|-----------------|
| A. Scholarships – ((External) Private Donor Scholarships) | | | |
| 1. Northern Illinois University | DeKalb, IL | \$ | 110,000.00 (1)* |
| <i>NOT TO EXCEED</i> | | | |
| B. Software – (Unrestricted – Foundation Maintenance Services Software Support) | | | |
| 2. Blackbaud | Charleston, SC | \$ | 14,000.00 (2)* |
| C. Software – (Maintenance Services Software Support – RVC Police) | | | |
| 3. Alertus Technologies, LLC | Beltsville, MD | \$ | 23,880.00 (3)* |

D. Tutoring Service – (Educational Fund – Tutoring Center, Instructional Software)		
4. Upswing	Austin, TX	\$ 24,000.00 (4)* NOT TO EXCEED
E. Consulting Services – (Capital Funds)		
5. OEM Architects & Engineers	Belvidere, IL	\$ 66,000.00 (5)* NOT TO EXCEED
F. Software – (Governor’s Emergency Education Relief Fund II / IT: Maintenance Services Software Support)		
6. Carahsoft	Reston, VA	\$ 41,675.00 (6)*
G. Software – (IT: Maintenance Services Software Support)		
7. LingK	Danville, CA	\$ 10,000.00 (7)*

Ms. Olson stated that an additional purchase report for FY 2022 addendum would be presented at the Board of Trustees meeting for Robbins Schwartz legal expenses of approximately \$50,000.

2. Cash and Investment

Ms. Olson presented the cash and investment report through June 30, 2022. Total operating cash and investments are \$72,894,073. Total capital funds are \$20,046,781. Since May 31, 2022, the change in capital funds was \$5,329,101. The change in the operating cash and investments since May 31, 2022, was \$5,872,044. Ms. Olson stated that the total operating cash and investments funds were 67.02% of the fiscal year 2022 operating budget.

Operations Discussion: Board Liaison Trustee Kearney

1. Personnel Report

Mr. Jim Handley, vice president of human resources, presented the Personnel Report for June 2022. There were seven appointments, ten placeholders, two pre-employment sign-on bonuses, and two departures. Discussion ensued.

2. Recruiting and Relocation Expense Reimbursements Board Policy 3:20.040 Update – Second Reading

Mr. Handley presented the Recruiting and Relocation Expense Reimbursements Board Policy. Mr. Handley stated that RVC has an existing Board Policy (3:20.040) outlining reimbursements to candidates for recruiting and relocation. Due to the expanding pool of candidates, the College realized that many reside outside the College District. The current Board Policy has not been updated since 2014. Since then, the continuing rise in wages and costs of relocating warrants an increase in recruiting and relocation reimbursements so the College can remain competitive. The current Board Policy is general in nature, and to allow flexibility to initiate changes as the market dictates, the process and amounts have been moved to the Administrative Procedures. There was no discussion or questions.

5. RVC Events Calendar

Mr. Handley presented the RVC on-campus events calendar for July, August, September, and into October 2022. Trustee Trojan encouraged everyone to attend the Rock River Robotics Competition, and Student Trustee Russell mentioned the all sports open tryouts starting within the next couple of weeks.

6. RVC Athletics Update

Dr. Peyer presented the RVC Athletics Update and mentioned the July 25, 2022, RVC Annual Athletics Booster Club Golf Outing at Forest Hills Country Club and the Men's and Women's Soccer Teams, Volleyball, and Golf will begin official practices on August 1, 2022.

New Business / Unfinished Business

New Business/Unfinished Business: There was no new or unfinished business.

Adjourn to Closed Session

A closed session was not held.

Next Regular Board of Trustees Meeting

The next Regular Board of Trustees meeting will be held on July 26, 2022, at 5:15 p.m. virtually via teleconference.

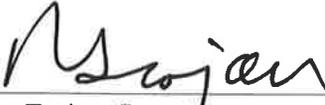
Next Committee of the Whole Meeting

The next Committee of the Whole meeting will be held on August 9, 2022, at 5:15 p.m. virtually via teleconference or in-person in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center (ERC) on the main campus, when Illinois statute permits.

Adjourn

At 6:12 p.m., a motion was made by Trustee Trojan, seconded by Trustee Cudia, to adjourn the meeting. The motion was approved by a unanimous roll call vote.

Submitted by: Tracy L. Luethje



Robert Trojan, Secretary



Jarid Funderburg, Chairperson