

**Rock Valley College**  
**Community College District No. 511**  
**3301 N Mulford Road, Rockford, IL 61114**  
**COMMITTEE OF THE WHOLE MEETING**  
**Educational Resource Center, Performing Arts Room, Room 0214**  
**5:15 p.m. Tuesday, February 13, 2024**

**AGENDA**

- A. Call to Order**
- B. Roll Call**
- C. Communications and Petitions (Public Comment)**
- D. Board Member Attendance by Means Other than Physical Presence**
- E. Recognition of Visitors**
- F. Review of Minutes:** Committee of the Whole January 20, 2024
- G. General Presentations**
  - 1. Strategic Plan Update: Case Management Advising / Dr. Patrick Peyer
  - 2. Strategic Plan Update: Marketing Plan for Community Outreach and Downtown West / Jennifer Thompson
- H. Teaching, Learning & Communications Discussion: Board Liaison Trustee Simpson**
  - 1. Enrollment Update
- I. Finance Discussion: Board Liaison Trustee Trojan**
  - 1. Purchase Reports (A, B)
  - 2. Cash and Investment Report
  - 3. FY2024 Second Quarter Vital Signs
  - 4. FY2025 Tuition and Fees Discussion
  - 5. Updated Purchasing Board Policy 5:10.120 / Second Reading / Tabled January 30, 2024
    - Responsible Bidder Discussion
- J. Operations Discussion: Board Liaison Trustee Kennedy**
  - 1. Personnel Report
  - 2. Rock Valley College Events Calendar
  - 3. Rock Valley College Downtown – West Update
- K. Unfinished Business**
- L. New Business:** ACCT Legislative Priorities
- M. 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) in accordance with the Illinois Open Meetings Act.
- N. Reconvene Open Session**
- O. Board of Trustees ACCT Retreat:** 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.
- P. Next Decennial Committee Meeting:** February 27, 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.
- Q. Next Regular Board of Trustees Meeting:** 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.
- R. Next Committee of the Whole Meeting:** 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.
- S. Adjourn**

Gloria Cardenas Cudia, Board Chair

Agenda – Rock Valley College Board of Trustees Committee of the Whole February 13, 2024

**Rock Valley College**  
**Community College District No. 511**  
**3301 N. Mulford Road, Rockford, IL 61114**  
**BOARD OF TRUSTEES COMMITTEE OF THE WHOLE MEETING**  
**(Rescheduled from January 16, 2024)**  
**8:30 a.m., Saturday, January 20, 2024**  
**MINUTES**

**Call to Order**

The Rock Valley College (RVC) Board of Trustees Committee of the Whole meeting was convened on Saturday, January 20, 2024, in Room 1308 of the Woodward Technology Center on the main campus. The meeting was called to order at 8:30 a.m. by Chairperson Gloria Cardenas Cudia.

**Roll Call**

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

Ms. Gloria Cardenas Cudia

Ms. Kristen Simpson

Mr. Richard Kennedy

Mr. Juan Noguera, RVC Student Trustee

Mr. Robert Trojan

Mr. John Nelson arrived at 9:00 a.m.

The following Trustees were absent at roll call: Ms. Crystal Soltow, Mr. Paul Gorski (joined later via teleconference), Mr. John Nelson (arrived at 9:00 a.m.)

Also present: Dr. Howard J. Spearman, President; Ms. Ellen Olson, Vice President of Finance; Mr. Jim Handley, Vice President of Human Resources; Dr. Patrick Peyer, Vice President of Student Affairs; Dr. Hansen Stewart, Vice President of Career and Technical Education and Workforce Development; Ms. Ann Kerwitz, Assistant to the President; Ms. Betsabe Saucedo, Assistant to the President; Attorney Christopher Gorman, Robbins Schwartz.

**Communications and Petitions (Public Comment)**

There were no visitors who wished to make public comment.

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

Trustee Trojan noted that there was a quorum due to the physical presence of four trustees, and made a motion, seconded by Trustee Simpson, to allow Trustee Gorski to participate in the meeting by teleconference. The motion was approved by unanimous roll call vote.

**Recognition of Visitors**

Dr. Spearman welcomed Dick and Ann Rundall, community visitors, to the meeting.

**Review of Minutes**

There were no comments on the minutes from the December 5, 2023, Board of Trustees Committee of the Whole meeting.

At 8:37 a.m., Trustee Gorski joined the meeting by telephone.

### **General Presentation: Bookstore Presentation**

Dr. Patrick Peyer, vice president of student affairs, presented information on the current bookstore contract with Barnes and Noble, as well as challenges students face when purchasing or renting textbooks. The College's Bookstore Committee, which has been exploring bookstore options since June 2022, has gathered input from faculty, staff, students and other institutions to determine bookstore trends and possible solutions. To provide the most cost-effective way for students to purchase books, considerations included cost, accessibility and convenience.

As a result of the research, a Request for Proposal (RFP) will be issued in February with a recommendation for a vendor and proposed solution to be brought to the Board of Trustees in April.

In response to a question from Trustee Trojan, Dr. Peyer confirmed that the RFP will include a proposed solution of how to handle non-textbook items such as apparel. Inzombia Coffee, located in the Educational Resource Center, is willing to open a retail operation on campus to cover the basics.

In response to a question from Trustee Gorski, Dr. Peyer indicated that he did not have details regarding current services available for the visually impaired, but that it is included in the RFP. Dr. Spearman added that a more detailed presentation will be made at a future Committee of the Whole meeting.

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

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

Ms. Heather Snider, vice president of institutional effectiveness and communications, presented an enrollment update. As of January 17, Spring enrollment is four percent (4%) above the budget goal. The Spring semester began January 13, but she anticipates enrollment will be up and down due to the add/drop process through January 30. Dr. Spearman added that an enrollment drop in the Spring semester is common in other schools, not only at RVC.

#### **2. Cybersecurity Certificates**

Dr. Hansen Stewart, vice president of career and technical education and workforce development, presented information on two new certificates, Cybersecurity Technician and Advanced Cybersecurity Technician. Dr. Stewart explained that these certificates will provide expedited entry into the workforce, and are also relevant to an advanced degree. Both certificates will be submitted to the Illinois Community College Board (ICCB) for final approval. In response to trustees' questions, Dr. Stewart confirmed that courses will be taught in the Woodward Technology Center and that they will lead to a degree as well as employment. Trustee Gorski added that industry is using some Artificial Intelligence (AI) tools now, but has different needs based on requirements of some insurance companies. Dr. Spearman added that faculty are urged to have dialogues with students to ensure they are not using AI appropriately to complete their work. While some faculty embrace AI, others discourage its use.

9:00 a.m. Trustee John Nelson arrived.

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

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

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

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

- |   |              |                  |
|---|--------------|------------------|
| A. Software – (IT Maintenance Services Software Support – Student Services Departments)   |              |                  |
| 1. Carahsoft  | Reston, VA   | \$40,000.00 *(1) |
| B. HVAC Equipment and Installation – (Capital Expense – Plant Operations and Maintenance) |              |                  |
| 2. Helm Service (formerly Mechanical Inc.)  | Freeport, IL | \$43,000.00* (2) |

In response to a question from Trustee Nelson regarding Item A., Dr. Patrick Peyer explained that since February 2023, Salesforce has been used by the College's admissions and recruitment team, and it has been so successful that other departments such as adult education, academic advising, financial aid, records and registration, and downtown education groups will begin using it. In Salesforce, all information is put into one database to better coordinate information.

In regard to Item B., Vice President Olson explained that the five percent contingency for Helm Service is being added to cover any additional minor costs.

**Purchase Report B – FY2024 Purchases:**

A. Environmental Maintenance – (Risk Management Fund)			
1.	Critical Environments Professionals	Arlington Heights, IL	\$12,000.00* (1) Not to exceed
B. Door Repair – (Maintenance Services Buildings – Plant Operations)			
2.	Door Systems ASSA ABLOY US Inc..	Naperville, IL	\$24,346.00* (2)
C. Backstage Communication System – (Theatre Program – Foundation)			
3.	Full Compass Systems LTD	Madison, WI	\$12,863.67* (3)
	Sweetwater	Fort Wayne, IN	\$13,063.00
	ProSound and Stage Lighting	Westminster, CA	\$13,474.16
D. JCSM Generator – (Other Capital Outlay – Current Capital Needs))			
4.	Powerlink Electric, LLC	Vernon Hills, IL	\$147,361.50* (4)
	Helm Electric	Rockford, IL	\$149,990.96
	Ballard Engineering	Rockford, IL	\$152,900.00

On Item A., Vice President Olson explained that the labs in JCSM and WTC were not shut down and there was no danger to students.

**2. Cash and Investment Report**

Ms. Olson presented the Cash and Investment Report through December 31, 2023. Total operating cash is \$40,090,908. Total operating cash and investments are \$86,619,649. Total capital funds are \$12,022,984. The change in operating cash and investments since November 30, 2023, is (\$776,682). Ms. Olson added that the total operating cash and investment funds were 80.70 percent of the Fiscal Year 2024 operating budget.

Vice President Olson explained that bond payments are made semi-annually on different dates based on the payment schedule set up when the bonds are issued. She estimated that annual bond payments are about \$14 million.

**3. Purchase Policy Update Board Policy 5:10.120 Purchasing / Second Reading**

Ms. Olson explained that this is a second reading and that copies of the old and new policies are in the meeting packet. Trustee Gorski added that he would like to see a review of the responsible bidder section of the Board Policy, as he sees no reason to put a limit on it. He believes it was last discussed in 2018 or 2019. Trustee Nelson suggested a \$25,000 limit and will propose an amendment to the policy at the next meeting.

**Operations Discussion: Board Liaison Trustee Kennedy**

**1. Personnel Report**

Vice President Jim Handley explained that due to the absence of Vice President Rick Jenks and Vice President Keith Barnes, he will review the Operations section of the agenda. He noted that changes have been made to the January 2024 Personnel Report, and a redlined copy will be available at the next meeting. He added that because recruitment is a continual process, redlined reports are included in the packets, as administration wants to ensure that trustees are aware of the changes and updates.

**2. Lease Extension with The Iconic Building, LLC for Rock Valley College Downtown**

Vice President Handley reviewed the lease extension for the facility at 99 E. State Street in Rockford. There was no discussion.

### **3. Strategic Plan Update: IBHE Equity Plan Update**

Vice President Handley presented an update on the IBHE Equity Plan that will be submitted to the Illinois Community College Board (ICCB) by May 31, 2024. There was no discussion.

### **4. Certified Project Completion Certifications – Capital Projects Approval**

Vice President Handley presented a brief review of the certifications of four completed capital projects that will be submitted to Illinois Community College Board (ICCB). There was no discussion.

### **5. Americans With Disabilities Act (ADA) New Board Policy 2:10.120 / Second Reading**

Vice President Handley presented a brief review of the proposed Board Policy 2:10.120, Americans With Disabilities Act. There was no discussion.

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

Vice President Handley presented the RVC on-campus events calendar for January 2024. Highlighted upcoming events included the January 17 Martin Luther King Day Celebration, Spring Welcome Week to be held January 22-25, and the Black History Month Ebony Breakfast to be held February 2.

### **7. Rock Valley College Downtown-West Campus Update**

Due to the absence of Vice President of Operations Rick Jenks, Vice President Snider reviewed the RVC Downtown-West Update, which included a list of proposed programs, enrollment trends and projections, the Construction Manager at Risk Selection Committee process, a list of the Selection Committee members, and a design update.

#### Comments and Answers to Trustees' Questions:

- Extra enrollment recruiting will be implemented as we near completion of the building.
- Possible tuition help will be addressed as we near completion of the building.
- RVC is partnering with Rockford RPS 205, University of Illinois, and others to develop the curriculum for the Human Services program.
- The Electric Vehicle program is an extension of the Automotive program.
- Proposed programs are listed in alphabetical order, not by priority. The College has a process in place to determine how much space is needed for each program. In an effort to be more efficient, collaborative conversations are being held to determine how to share space.
- Following the Selection Committee's selection, the top Construction Manager at Risk will be presented at the February 27, 2024 regular Board meeting.
- The selection process is very similar to selecting a college president. Faculty and trustees are represented on the Selection Committee. Committee members met January 19, 2024 to determine the process. Members will review and rate each applicant on a matrix, looking for the right mix to meet all needs.
- DKA Architects designed the automotive facility at Waubensee Community College.

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

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

- a.) Board Chair Cudia commented that she wanted to address something that has come to her attention, having received a copy of an email that Trustee Gorski sent to Project First Rate and Northern Illinois Building Contractors alerting them to the Downtown-West construction project and to sign up to receive bid alerts. Mr. Gorski confirmed that he was acting as an individual, not as a trustee, and he also sent a copy of a news article on Downtown-West, thinking there would be a short turnaround to the bidding process. A copy was not sent to the Board Chair nor all trustees. Board Chair Cudia noted that she was concerned that this might show preference by RVC and reflect poorly on the College's reputation. She added that she will forward the document to all trustees. Trustee Gorski added that he has asked several times to be put on the list to receive

all bid notices, but it has not been done. Trustee Trojan added that 87 companies have been alerted and/or contacted regarding the Downtown-West building project.

- b.) Chief Financial Officer Ellen Olson provided an update on the Employee Retention Credit (ERC) program., which provides a refundable tax credit for some organizations who had employees impacted by the COVID-19 pandemic. RVC originally was not qualified, but an amendment has been passed that makes RVC eligible. The College's auditor, Sikich LLC, is reviewing related documents and will advise on how the College should proceed. The new deadline to submit for reimbursement is January 31, 2024. Dr. Spearman added that Trustee Nelson heard about the program at the ACCT conference in October and brought it to Administration's attention. The advisory firm who will handle the submission will charge a 20 percent fee.
- c.) President Spearman reminded trustees of a request made last fall urging local legislators to push the Capital Development Board (CDB) and the Governor's Office of Management and Budget (GOMB) to release funds for Classroom Building II. A letter from a team of engineers at IMEG that identified the urgent HVAC issues with the building was sent to local legislators urging them to contact CDB and GOMB. As a result of the efforts by local legislators, the CDB has agreed to release \$17 million. Due to the reduced amount, the arts center extension will be eliminated from the current renovation plan, although CFO Ellen Olson confirmed the College has \$5.6 million set aside for the CLII project.

2. **Unfinished Business:** There was no unfinished business.

Trustee Gorski commented that he will forward a copy of the RVC Downtown-West update to Project First Rate and the Northern Illinois Building Contractors.

At 10:25 a.m., the meeting recessed for a brief break.

At 10:41 a.m., the meeting reconvened.

### Board of Trustees Retreat Discussion

1. **State of the College**

Vice President of Institutional Effectiveness and Communications Heather Snider reviewed the process for the State of the College, noting that trustees have received a video from Ms. Snider and Vice President of Finance Ellen Olson explaining the State of the College report. Trustees were invited to submit their questions, and this section of the meeting will be devoted to answering trustees' questions.

- a. The Questions and Answers document is attached hereto and made a part of these meeting minutes of January 20, 2024.
- b. With regard to job trends, the Stellantis announcement to reopen the Belvidere plant was made after data compiled historical projections were completed. Therefore, the Stellantis program is not included in the chart data.

2. **10-Year Financial Projections**

Vice President of Finance Ellen Olson reviewed the six financial strategies, noting that for Fiscal Year 2025, the College will be implementing a budget goal of 110,000 credit hours and a stretch goal of 115,000 credit hours.

- a. The Questions and Answers document is attached hereto and made a part of these meeting minutes of January 20, 2024.
- b. The state of Illinois is anticipating a deficit, however the Illinois Community College Board (ICCB) has asked for a seven percent (7%) increase.
- c. RVC staff are being challenged to reduce expenses by five percent for the Fiscal Year 2025 operational budget.
- d. Program Reviews are conducted every five years and monitored annually to track program efficiency.

### **3. Strategic Plan Update**

Vice President Heather Snider reminded trustees of the four pillars of the Strategic Plan: Access; Education; Training and Diversity, and that updates are given at each Committee of the Whole meeting. This process will continue in 2024 and will include quarterly updates.

Highlights of the past year include the SMART Camp, expanded Dual Credit programs and enrollment, and strong workforce development. Recent grant data shows that Illinois is a leader in the Midwest, and RVC is among the highest performing in the state of those that received that grant. The creation of the Golden Eagles Academy (exceptional training opportunities for employees) is a direct result of the previous culture survey done in 2021.

Ms. Snider then presented a brief biography of Dr. Julie Kunselman, research and development leader at Studer Education, and introduced Dr. Kunselman who would present an update on results of the 2023 culture survey.

### **4. Studer Education Update/Employee Culture Survey**

Dr. Kunselman explained that RVC administered the first culture survey completed two years ago, and Studer Education administered the second survey done in 2023. Although the first survey was not shared, results of the second survey will be shared with all RVC staff, which will build accountability and connect to RVC's values and the four pillars of the Strategic Plan. Dr. Kunselman reviewed the ratings and categories, including Board leadership.

Highlights include:

- Cabinet leaders can see the results of those reporting to them and will share results.
- Response rate is 77 percent (77%), a very good rate. Normal rate is around 30 percent (30%).
- Overall results have improved since the first survey was done in 2021.
- Having employee stability is very important especially at the Cabinet level.
- Although there is no way of knowing who did or did not respond, all staff will participate in the rollout process.
- Intentional conversations about DEI (diversity, equity and inclusion) will help build collaboration.
- Consistent rollout and seeing survey results may help improve the number of participants in the next survey. Some companies offer an incentive to complete the survey.
- Anything above a zero is good for the Employee Net promoter score. Nearly 50% of RVC employees recommend RVC as a good place to work. The goal is to move from mid-range to improvement, and ask employees what a 10 would look like, as we don't want to lose them.
- Trustees were given paper copies of the report and a few minutes to review the Board of Trustees comments report from the culture survey.
- RVC staff may not understand the responsibilities of the Board of Trustees.
- There has been very little trust in the Board over the years, but it seems to be improving.
- Communication can be an issue. What can be done to inform employees of what the Board does? Should minutes be distributed to all employees? Or have a video of the meetings available?
- To help employees not familiar with the Board, maybe meeting minutes should be distributed or make available a video of the meetings.

Dr. Kunselman reviewed the next steps in the rollout of the 2023-2024 culture survey to all employees. Dr. Spearman added that an update of the action steps will be presented to trustees in June.

At the request of Trustee Gorski and after polling the other trustees, Board Chair Cudia announced that the meeting on January 30, 2024 would begin at 5:45 p.m. rather than 5:15 p.m.

### **Adjourn to Closed Session**

A closed session was not held.

**Next Committee of the Whole Meeting**

The next Committee of the Whole Meeting will be held on February 13, 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.

**Next Regular Board of Trustees Meeting**

The next Regular Board of Trustees Meeting will be held on January 30, 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 12:40p.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: Ann L. Kerwitz

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Robert Trojan, Secretary

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Gloria Cardenas Cudia, Chairperson

Attachment: State of the College Questions and Answers, January 20, 2024





# State of the College Question and Answers

Board of Trustees Retreat  
January 20, 2024

**Rock Valley College**



# Process

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January 5, 2024

Trustees received State of the College video and slides

January 12, 2024

Questions from Trustees submitted to President

January 20, 2024

Questions addressed as part of annual retreat

# **DISTRICT DEMOGRAPHICS**

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# Population by Age

## Projected Change in Population by Age Tri-county Region (Boone, Ogle, and Winnebago Counties)

Age Cohort	2023 Population	2028 Population	Change	% Change	2028 % of Cohort
Under 5 years	22,494	22,516	22	0%	5.8%
5 to 9 years	24,886	23,242	(1,644)	(7%)	5.9%
10 to 14 years	25,429	26,545	1,116	4%	6.8%
15 to 19 years	25,401	25,424	23	0%	6.5%
20 to 24 years	24,253	25,046	792	3%	6.4%
25 to 29 years	23,174	24,059	884	4%	6.1%
30 to 34 years	24,371	22,791	(1,580)	(6%)	5.8%
35 to 39 years	23,231	25,478	2,247	10%	6.5%
40 to 44 years	23,372	23,640	268	1%	6.0%
45 to 49 years	21,903	23,865	1,962	9%	6.1%
50 to 54 years	24,513	21,656	(2,858)	(12%)	5.5%
55 to 59 years	24,593	24,297	(296)	(1%)	6.2%
60 to 64 years	25,870	22,846	(3,024)	(12%)	5.8%
65 to 69 years	23,284	24,372	1,088	5%	6.2%
70 to 74 years	18,864	20,099	1,235	7%	5.1%
75 to 79 years	14,597	15,895	1,298	9%	4.1%
80 to 84 years	9,134	10,474	1,341	15%	2.7%
85 years and over	8,562	9,170	609	7%	2.3%
<b>Total</b>	<b>387,931</b>	<b>391,414</b>	<b>3,483</b>	<b>1%</b>	<b>100.0%</b>

Contains  
Traditional  
College-age  
Students



# Population by Age

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**Question: Comparing this year's and last year's Change in Age Groups under 5 through 30-34. Last year was (6495); this year (387). What has happened to cause such a swing?**

Ogle County was added to Boone and Winnebago Counties to create a tri-county region for district demographics; however, this does not explain the difference in projected declines. In fact, this same question could be asked for the total population. The 2023 State of the College data projected declines in populations for both Boone and Winnebago Counties from 2022 to 2027. The 2024 State of the College projections indicate a decline for Winnebago County only. The populations of Boone and Ogle are projected to remain relatively flat.

Three factors impact population projections:

- Births
- Deaths
- Migrations



# Job Trends: Top Industries

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**Question: The Manufacturing Projection shows flat, but what about the impact of the recently announced Stellantis programs adding many new jobs. If it is accounted for, then the rest of the manufacturing will decrease? Also, currently Aerospace is in a down market but hopefully will recover within the forecasted timeframe.**

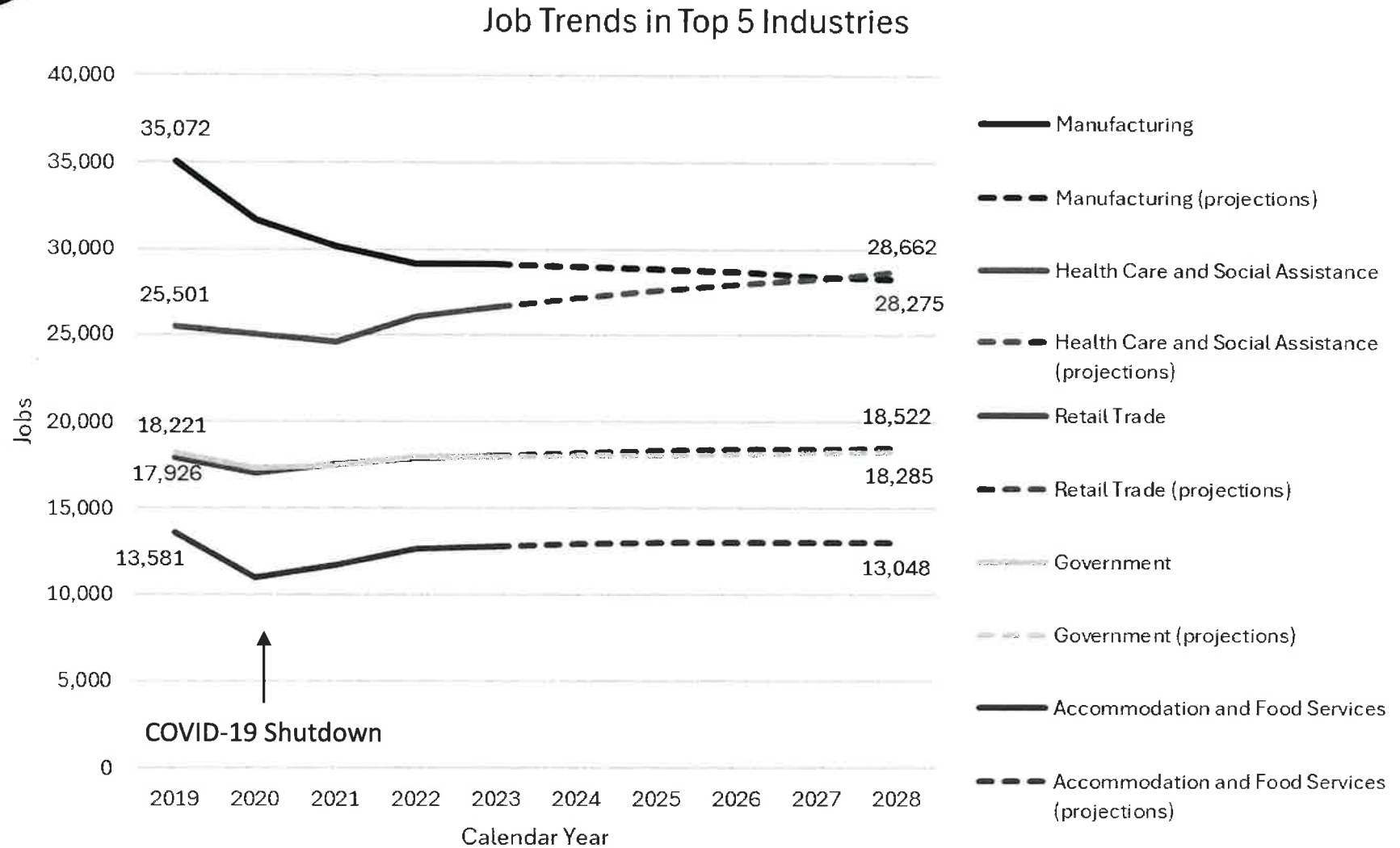
Lightcast industry projections are based on:

- Final Lightcast industry data from the Bureau of Labor Statistics' (BLS) Quarterly Census of Employment and Wages (QCEW) dataset
- BLS National Industry-Occupation Employment Matrix (NIOEM)
- Long-term industry projections published by each state

None of these specifically account for the programs recently announced by Stellantis.



# Job Trends: Top Industries



Source: Lightcast Economy Overview, Q4 2023 Data Set

Note: Projections are based on historical data and do not account for plans to increase (e.g., Stellantis or Hard Rock Casino) or reduce jobs opportunities.



# ENROLLMENT

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# Enrollment Target 2: Non-credit Enrollment

Enrollment/Growth					
Pillar	Strategic Goal	5 Year Target	FY2022 Outcome	FY2023 Outcome	Related Metric(s)
Access	I.2: Provide district residents improved accessibility to noncredit programs, certificates, and training.	Achieve 20,000 seats sold by 2027.	10,767 seats sold	12,971 seats sold	<ul style="list-style-type: none"><li>Noncredit enrollment by category</li></ul>

1 = Alert

2 = Area of Concern

3 = Met Goal

4 = Stretch Goal

5 = Super Stretch Goal



# Enrollment Target 2: Non-credit Enrollment

**Question: Five-year target 20,000...is that per year?**

The goal increases incrementally each year.

Fiscal Year	Goal (Seats Sold)	% Annual Increase
2023	12,517	16%
2024	14,267	14%
2025	16,017	12%
2026	17,767	11%
2027	20,000	13%



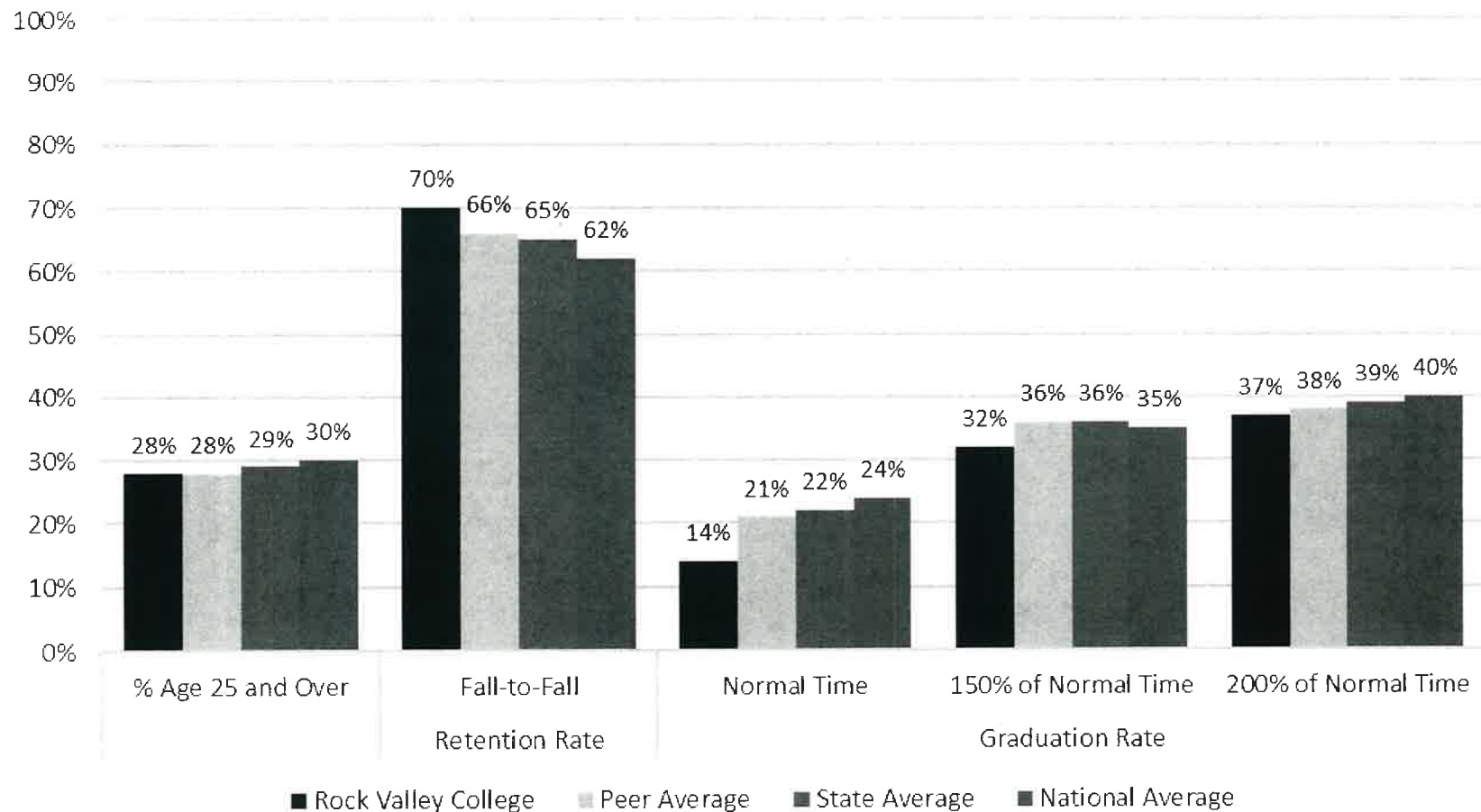
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# **STUDENT SUCCESS**



# Retention & Graduation Rates

**Question:** Retention and Graduation Rates with Peer, State and National. How does our student age of 26 compare and does it have an impact on retention and graduation?



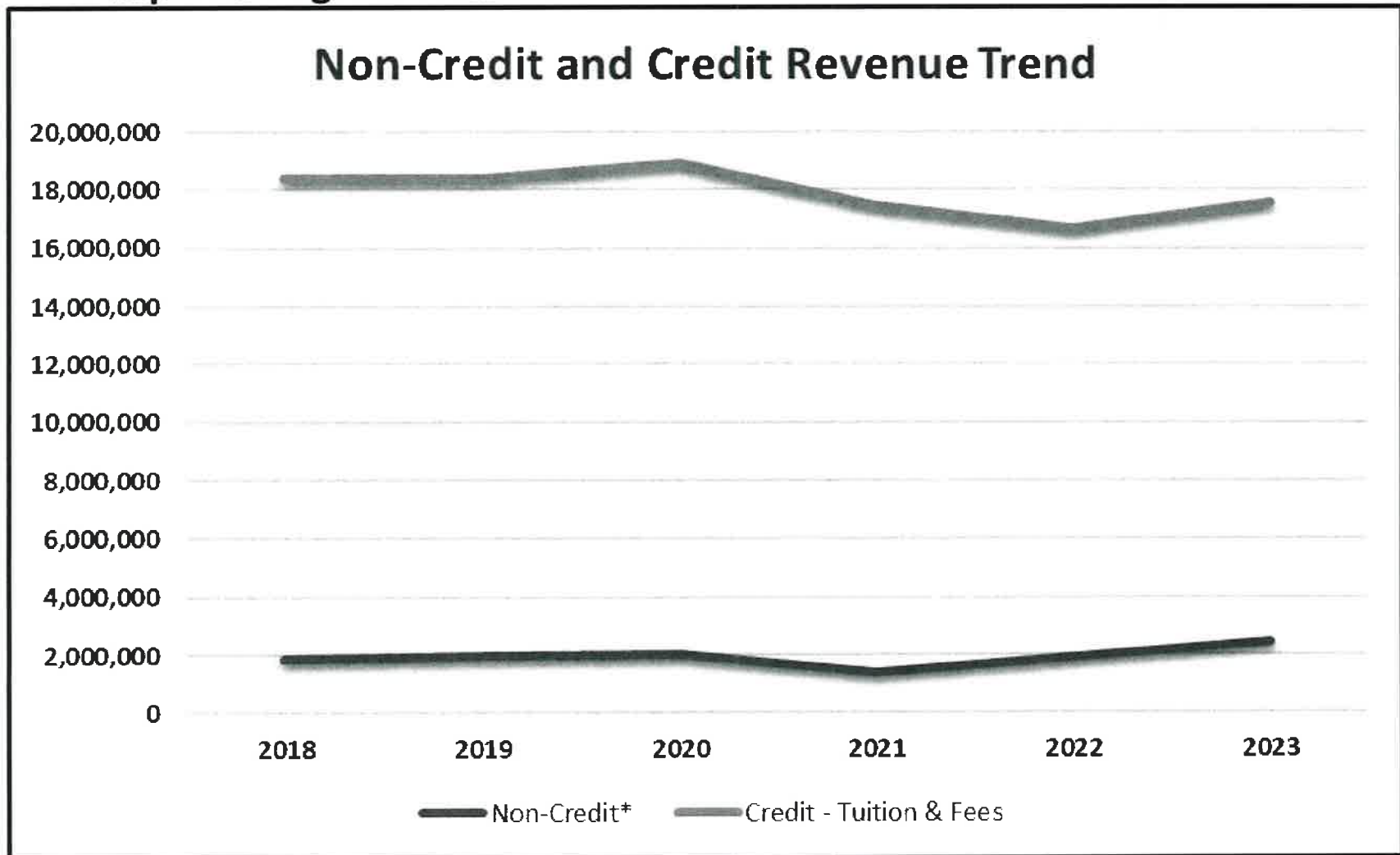
# FINANCE





# Non-credit Revenue

**Question: Net Non-Credit Revenue shows loss. But what is the gross revenue as compared to gross credit revenue.**



# **10-YEAR FINANCIAL FORECAST**

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# 10-year Financial Forecast: Financial Strategies

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- Implement stretch goals for credit hour attainment.
- Create a culture of cost awareness.
- Continue to transfer funds to OPEB so that any transfer to the Colleges will not have an immediate impact.
- Continue to transfer to O&M restricted to maintain existing campus facilities and for replacement of capital equipment.
- Maintain Fund Balance between 35% and 50%.
- Create an Emergency Savings and invest accordingly.





# Revenue Assumptions: Property Tax

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**Question: Property Tax revenue, hard to predict, but at some point, maybe property EAV will decrease or flatten, then increase in our rate?**

- The levy rates for Education and Operations & Maintenance (Funds 01 and 02) are capped by previous referendum at .23 and .04, respectively. The College has been levying at the maximum for over the past 20 plus years.
- For Tort (Fund 12), Audit (Fund 11) and Protection, Health & Safety (Fund 03), if the College keeps the dollar levy amount flat, the levy rate would increase if the EAV declined.
- The levy rate for Bonds is dependent on the scheduled debt service payments. As we try to keep the dollar amount flat, if EAV should decline, the levy rate would increase.



# Revenue Assumptions: Credit Hour Enrollment

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## **Question: Stretch Goal...does this become the Budget?**

- The budget for FY25 will be 110,000 credit hours. The stretch goal of 115,000 credit hours is the goal for Student Affairs.
- Additional revenue will be applied toward deferred maintenance. The College will have a report to measure actual credit hours against both the budget and stretch goal.
- The stretch goal of 115,000 may become the budget goal once we start meeting it consistently year over year.



# Revenue Assumptions: Tuition Rates

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**Question: What are the average \$/hour of CTE and LAS?**

- Current tuition rates are \$125 per credit hour for LAS and \$150 per credit hour for CTE.
- Based on the assumption of 75% LAS and 25% CTE, the weighted tuition rate is \$131.25 per credit hour.



# Operating Funds 01 and 02: Revenue Assumptions

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**Question: Last year showed Revenues over Expenses at a loss starting in 2028; now Net Income. Which assumptions caused this swing?**

Changes to revenue assumptions:

- Increased the number of credit hours from 110,000 to 115,000, which offset the \$5 per credit hour annual increase previously forecasted. The new assumption is a \$10 per credit hour increase in FY 2027, 2030 and 2033.
- Modified the rates of EAV increase, FY25 moved from 3% to 6%, FY26 increased from 2% to 4%, FY27 increased from 2% to 3% and FY28 increased from 1.5% to 3%.
- State appropriation assumption changed from a flat 2% annually to 5% in FY25 & FY26 and 4% in FY27 through FY29.



# Operating Funds 01 and 02: Expense Assumptions

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**Question: Last year showed Revenues over Expenses at a loss starting in 2028; now Net Income. Which assumptions caused this swing?**

Changes to Expense Assumptions - Factored in expense management

- The two items with the largest impact are Salaries and Benefits as they make up 73% of total expenses when excluding SURS On-Behalf.
  - Factored in a 5% vacancy rate for salaries and reduced salary increases from 3.5% to 3%
  - Anticipate that benefit expenses will not be at the same rate, reduced from 10% in FY25 and 7% thereafter to a more modest 7% in FY25 and 6% thereafter
- Updated the following assumptions with expectation of cost containment:
  - Contractual Services from 5% annual increase to 3% increase in FY25 and flat thereafter
  - Materials & Supplies from 5% annual increase to 5% reduction in FY25 and hold flat thereafter
  - Travel & Conference, reduce 5% in FY25 and hold flat thereafter
  - Utilities previously had a 5% annual increase, updated it to hold flat



# Bonds

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## **Question: no projection for Bonds for Downtown and impact on Tax Rates?**

- Bond tax levy projection was presented at the November Committee of the Whole Meeting, including tax levy rates.
- Until the College has a better estimate of total project costs and timing, a better estimate is not available.
- The goal is to schedule debt service repayment to keep the levy amount as flat as possible.



# Bonds

## General Obligation Debt Service

Levy Year	Fiscal Year	Prior Bonds Debt Service	\$23,675,000				PROPOSED GO Bonds, Series 2024 (1)	PROPOSED GO Bonds, Series 2025 (Funding) (1)	PROPOSED GO Bonds, Series 2025 (WC) (1)	PROPOSED GO Bonds, Series 2026 (1)	Capitalized Interest	Total General Obligation Bonds Debt Service	EAV	Growth Rate	B&I Rate
			\$17,805,000 GO Community College Bonds, Series 2015C	Taxable GO Comm College Refunding Bonds, Series 2022A	\$12,955,000 GO Comm College Refunding Bonds, Series 2022B										
2017	2019	\$ 11,536,749	\$ 605,370	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,142,119	\$ 5,617,226,123	2.43%	0.216	
2018	2020	11,538,689	605,370	-	-	-	-	-	-	-	12,144,059	5,786,184,091	3.01%	0.209	
2019	2021	11,538,766	605,370	-	-	-	-	-	-	-	12,144,136	6,087,389,555	5.21%	0.199	
2020	2022	11,538,573	605,370	-	-	-	-	-	-	-	12,143,943	6,373,157,081	4.69%	0.190	
2021	2023	11,537,425	605,370	-	-	-	-	-	-	-	12,142,795	6,683,597,509	4.87%	0.181	
2022	2024	4,878,053	141,950	6,473,900	647,750	-	-	-	-	(646,620)	11,495,033	7,160,871,153	7.14%	0.160	
2023	2025	-	141,950	11,350,500	647,750	-	-	-	-	(158,339)	11,981,861	7,304,088,576	2.00%	0.164	
2024	2026	-	141,950	6,715,600	5,282,750	2,352,771	-	-	-	-	14,493,071	7,450,170,348	2.00%	0.194	
2025	2027	-	3,400,595	-	8,736,000	639,000	1,666,422	766,043	699,449	(1,413,663)	14,493,846	7,599,173,755	2.00%	0.190	
2026	2028	-	874,620	-	-	639,000	3,574,500	2,679,250	6,727,750	-	14,495,120	7,751,157,230	2.00%	0.187	
2027	2029	-	-	-	-	639,000	4,851,250	2,579,250	6,427,750	-	14,497,250	7,906,180,374	2.00%	0.183	
2028	2030	-	-	-	-	4,434,000	3,863,250	3,519,250	2,682,750	-	14,499,250	8,064,303,982	2.00%	0.179	
2029	2031	-	-	-	-	4,434,250	6,540,250	3,522,250	-	-	14,496,750	8,225,590,061	2.00%	0.176	
2030	2032	-	-	-	-	5,250,000	5,731,000	3,517,500	-	-	14,498,500	8,390,101,863	2.00%	0.172	
2031	2033	-	-	-	-	-	4,257,750	-	-	-	4,257,750	8,557,903,900	2.00%	0.049	
2032	2034	-	-	-	-	-	-	-	-	-	-	8,729,061,978	2.00%	0.000	
2033	2035	-	-	-	-	-	-	-	-	-	-	8,903,643,217	2.00%	0.000	
2034	2036	-	-	-	-	-	-	-	-	-	-	9,081,716,082	2.00%	0.000	
2035	2037	-	-	-	-	-	-	-	-	-	-	9,263,350,403	2.00%	0.000	
2036	2038	-	-	-	-	-	-	-	-	-	-	9,448,617,411	2.00%	0.000	
2037	2039	-	-	-	-	-	-	-	-	-	-	9,637,589,760	2.00%	0.000	
2038	2040	-	-	-	-	-	-	-	-	-	-	9,830,341,555	2.00%	0.000	
2039	2041	-	-	-	-	-	-	-	-	-	-	10,026,948,386	2.00%	0.000	
2040	2042	-	-	-	-	-	-	-	-	-	-	10,227,487,354	2.00%	0.000	
2041	2043	-	-	-	-	-	-	-	-	-	-	10,432,037,101	2.00%	0.000	
2042	2044	-	-	-	-	-	-	-	-	-	-	10,640,677,843	2.00%	0.000	
<b>Total DS From Current FY:</b>		<b>\$ 4,878,053</b>	<b>\$ 4,701,065</b>	<b>\$24,540,000</b>	<b>\$ 15,314,250</b>	<b>\$ 18,388,021</b>	<b>\$ 30,484,422</b>	<b>\$ 16,583,543</b>	<b>\$ 16,537,699</b>	<b>\$ (2,218,622)</b>	<b>\$ 129,208,431</b>				
<b>Net Proceeds:</b>						<b>\$14,250,000</b>	<b>\$23,500,000</b>	<b>\$13,000,000</b>	<b>\$14,250,000</b>	<b>\$65,000,000</b>					

(1) Rates based upon market conditions as of September 20, 2023 and recent bond sales which PMA believes to be accurate and reliable plus 0.75%. Estimated 2024 TIC = 4.43%.  
 NOTE: Scenarios where a greater portion of the overall debt is issued in advance of the expenditures of the proceeds will likely result in higher fees earned by the investment manager of the debt proceeds.



Thank you





# Strategic Plan Update: Case Management Academic Advising



Rock Valley College Board of Trustees Committee of the Whole  
February 13, 2024

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Dr. Patrick Peyer, Vice President of Student Affairs

# Executive Summary

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 to reassign roles and locate Student Affairs staff at multiple campuses. The installation and launch of Salesforce (CRM) provided the needed software 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 students to take the first step in initiating meetings to accomplish registration and academic goal planning.

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

# Case Management Assignments:

## **Associate of Arts (SSC)**

Tim Spielman

Peggy Westerman

Alina Llanas

Nikki Hernandez

Michele Graham

Lamis Diab

## **Associate of Science (JCSM)**

Andy Graber

Tim Klagues

## **Athletics (PEC)**

Betty Villalobos-Hallman

## **CTE Programs (WTC)**

Vivi Dahle

## **Allied Health(HSC)**

Amanda Lonsway

Jenny Morgan

## **MEC and WLD (ATC)**

Kim Haley

## **AVM and ATM (ACEC, SCCE)**

Meilyn Morales

# Case Management Meeting/Outreach Plan

## Year 1, Semester 1

- Academic readiness/goals
- Degree planning
- Transfer/career goals
- Financial resources
- Registration support

## Year 1, Semester 2

- Academic concerns/goals review
- Degree progression review
- Transfer/career/internship review
- Financial needs review
- Registration support

## Year 2, Semester 1

- Academic goals/concerns review
- Graduation audit
- Transfer plan/fairs/visit
- Career/internship/fairs goals
- Financial needs review
- Registration support

## Year 2, Semester 2

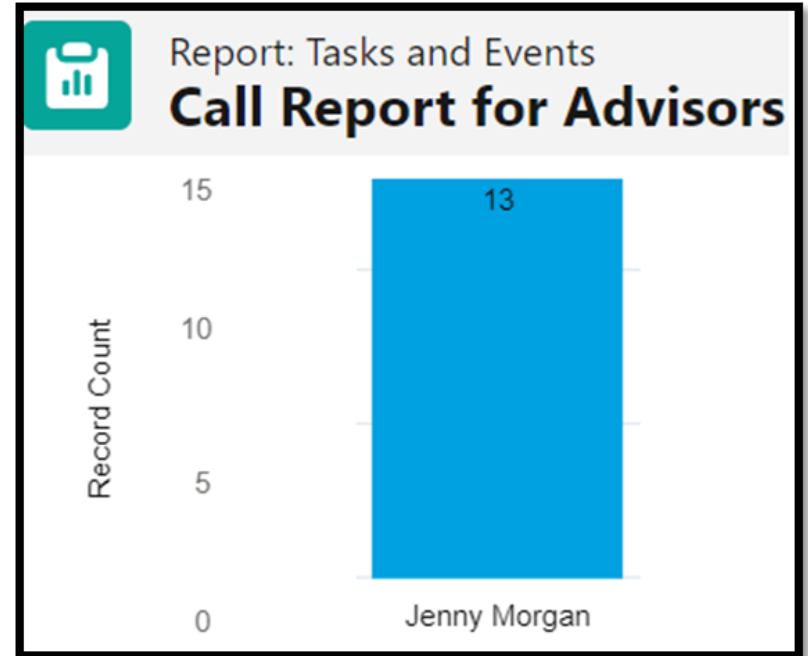
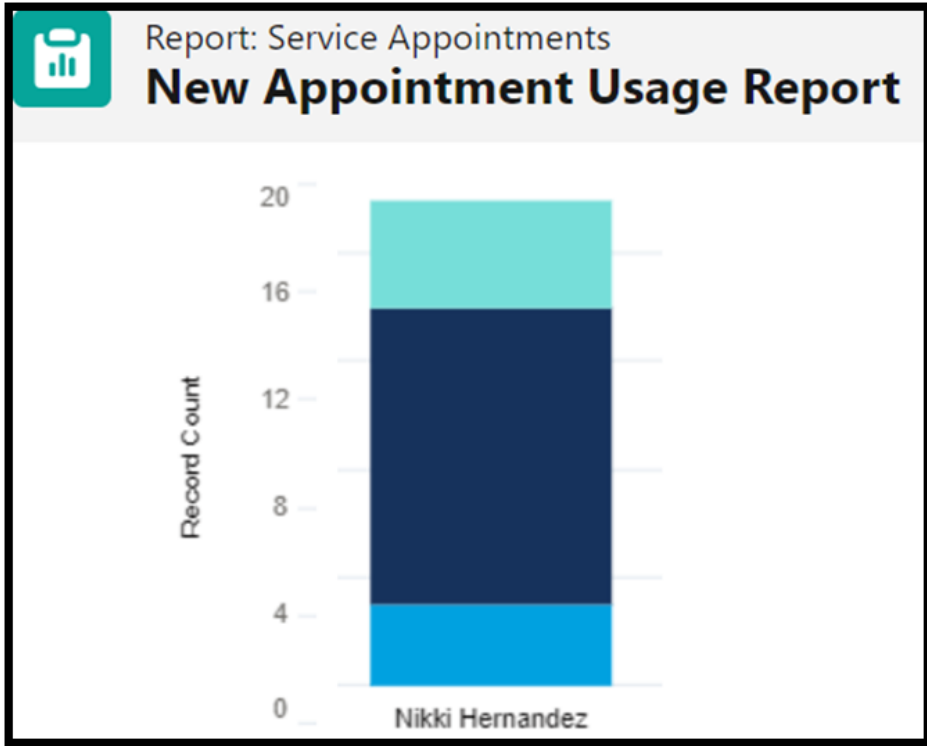
- Academic goals/concerns
- Degree completion review
- Graduation application
- Transfer plan confirmation
- Career/internship/job placement

# Case Management Academic Advising

## Metrics:

- Persistence – 75% (fall to spring)
- Retention – 65% (fall to fall)
- GPA – monitoring
- Course Completion – 70% (A, B, C success rate)
- Degree Completion – Normal (100%) time = 21% peer average
- Drops/Withdrawals – monitor and outreach to assigned students
- Degree Plan – every meeting review with assigned students

# Salesforce – Dashboard examples:



# Questions

Strategic Plan Update:  
Marketing Plan for Community Outreach & Downtown West



Rock Valley College Board of Trustees Committee of the Whole Meeting  
February 13, 2024

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Jennifer Thompson, Executive Director of College Communications



# About RVC MarCom

**The purpose of our department is to:**

**Create favor** (build the brand) with internal and external audiences

**Generate leads** for programs that create enrollment and revenue

**Advise college staff** on communication and marketing strategies and best practices

*All requests from the media to interview college employees or students come through Communications and Marketing (MarCom).*

## Goals

**Goal 1:** Improve brand identity to promote community awareness and enhance RVC's reputation in the District.

**Goal 2:** Expand awareness of and recognition of RVC, its programs, offerings, and events leading to enrollment or revenue generation.

**Goal 3:** Evaluate the effectiveness of communication and marketing activities through data-driven research.

# Strategies & Tactics

College marketing aims to generate leads for programs that create enrollment and/or revenue.

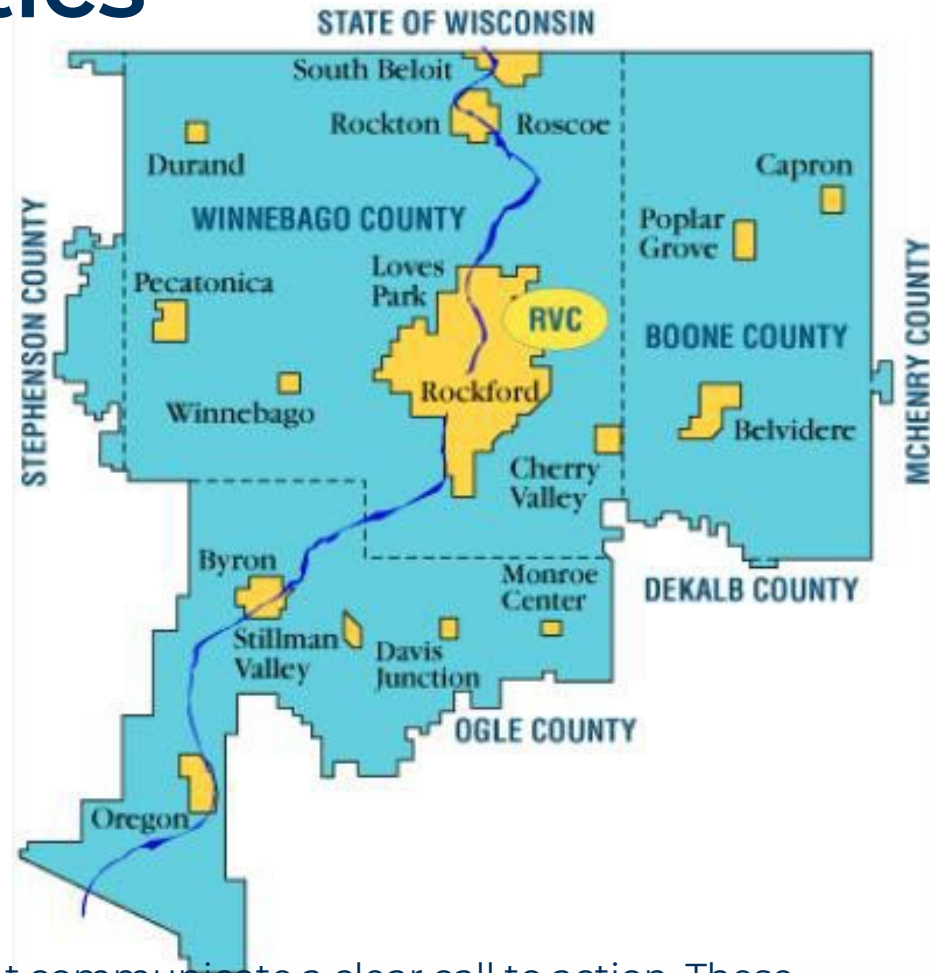
We use

- **zip codes of the college district** (see map),
- **target audiences,**
- **demographics,** and
- **keywords**

to design campaign strategies. This is done through two different campaign types:

**Awareness:** The primary objective is to create a strong awareness and interest in the college brand and its educational offerings. These efforts are considered the Top of the consumer (student) Funnel. More difficult to determine ROI.

**Action:** Intentional and impactful tactics that communicate a clear call to action. These efforts encourage consumers (students) to take action (Mid-Funnel, Conversion strategies). More targeted, more measurable.



# Outlying Communities

We engage in numerous strategies and tactics to engage our district stakeholders **outside of Rockford**. Here are some **examples** of the **strategies and tactics** to engage those communities.

## **Awareness:**

- RVC Bridge (magazine)
- Schedule Mailers (CCE, CLR)
- Steve Shannon Show
- Scoring tables – district high schools
- WREX – Big 10/Sunday Night Football
- WTVO – NCAA Basketball
- EffecTV (Xfinity)\*
- Community Sponsorships
- Online radio (LaBamba\*, Spotify, iHeart, RadioPup)
- Digital display campaigns
- Social: TikTok, SnapChat, Instagram, LinkedIn, Facebook, X, YouTube

*\*includes ads in Spanish*

## **Action:**

- Digital display campaigns
- Geofencing with foot traffic
- Targeted email campaigns (provider lists)
- Targeted email campaigns (RVC CRM)
- YouTube Trueview
- Google Spark (AI)
- Digital addressable campaigns
- Social: TikTok, SnapChat, Instagram, LinkedIn, Facebook, X, YouTube
- Disney+
- Hulu
- On-campus marketing

In progress: researching additional engagement or sponsorship opportunities in outlying communities to enhance brand awareness.

# RVC Downtown West Project

- Microsite (web) to communicate project updates
  - Include renderings and images, project information, videos, links to Downtown programs\*, and links to related news stories
- Media releases at project stages – construction manager at risk selection, design/renderings, breaking ground, etc.
- Determine event milestones to create video content for web, social, and sharing
- Create a “roadshow” with architectural renderings and handouts to speak to key stakeholders and community groups (collaborating with VP Jenks and architect)
- Content plan for social engagement
- Events:
  - Groundbreaking
  - “Last Beam”
  - VIP hard hat tours
  - Ribbon cutting
- RVC Downtown community event (similar to the ATC Community Day after it opened)

*\*Program advertising - We will use our current digital marketing strategies to hyper-target audiences for Downtown programs – many of these we are already doing this for (ECE, Auto, TDT, etc.). Further, we will continue to create program-centered ads. We have been doing this type of targeted digital advertising since the fall of 2021 and have seen great ROI in partnership with the efforts of our colleagues in Student Affairs.*

# Marketing Metrics

**Here is an example of some of the metrics we can track through our digital efforts:**

- Visits (and return visits) to the website – top three pages include Apply, Get Info, and Browse Courses
- Foot traffic to campus as a result of geofencing
- Phone calls to campus
- Open and click rates for email campaigns as well as the content that has the most engagement
- Zip codes for digital ads (Spark AI)
- Zip codes for email opens
- A/B testing of content to determine what performs best with targeted groups
- Number of Impressions (how many times our ads are seen)
- Number of engagements (how many times consumers interact with our ads)

*In development: tracking pixels in the CRM to determine how many express interest or apply as a direct result of ad placements.*

# Questions

**FY2024 Enrollment Update**

Board of Trustees Committee of the Whole – February 13, 2024

Term	Unduplicated Headcount				Credit Hours				Budget	
	FY2023	FY2024	Change	% Change	FY2023	FY2024	Change	% Change	Budget	% to Budget
Summer II	1,936	1,858	-78	-4.03%	8,436.0	7,922.5	-514	-6.09%	9,000	88%
Fall	5,373	5,417	44	0.82%	50,712.0	52,600.5	1,889	3.72%	51,100	103%
Subtotal (Summer II + Fall)	<b>7,309</b>	<b>7,275</b>	<b>-34</b>	<b>-0.47%</b>	<b>59,148</b>	<b>60,523</b>	<b>1,375</b>	<b>2.32%</b>	<b>60,100</b>	<b>101%</b>
Winterim	375	435	60	16.00%	1,221	1,444	223	18.26%	900	160%
Spring	5,372	5,579	207	3.85%	47,270.5	48,692.5	1,422	3.01%	45,000	108%
Subtotal (Summer II + Fall + Winterim + Spring)	<b>13,056</b>	<b>13,289</b>	<b>233</b>	<b>1.78%</b>	<b>107,640</b>	<b>110,660</b>	<b>3,020</b>	<b>2.81%</b>	<b>106,000</b>	<b>104%</b>
Summer I	--	--	--	--	--	--	--	--	4,000	--
<b>Total</b>	--	--	--	--	--	--	--	--	<b>110,000</b>	--

Sources: FY2024 Summer II (Final 08/04/23) Fall (Final 12/12/23), Winterim (Final 01/12/24) and Spring Enrollment Tickers (02/05/24)

**Important Dates:**

- Spring 14<sup>th</sup> Day was January 30, 2024.
- 12-week and second 4-week classes begin February 10, 2024.

Purchase Report-A - FY2024 Amendments

Recommendation: Board approval for items marked with an asterisk.

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

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

1. This expense is for the software program utilized by the campus for the inventory of assets and work order tickets in the Facilities, Plant Operations, and Maintenance department. The work order tickets were formerly entered on the Dude Solutions software, and we are transitioning to the newer, more robust Asset Essentials software. This expense increase is needed to cover the interim of using both software versions while work order tickets are transitioned to the new module.

Original approved amount    \$40,000.00  
Increase requested                \$ 2,500.00  
New total expenditure           \$42,500.00 Not to Exceed

FY2024 Budgeted Expense  
Original Board Report BR #8049-E

B. Environmental Maintenance – (Risk Management Fund)

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

2. This increase is for an emergency replacement of a second computer board that controls one of the fume hoods in the Jacobs Center for Science and Math. The fume hoods are necessary to maintain safe environments in the science labs by controlling and exhausting hazardous odors and chemicals. The annual inspection of the fume hoods in January 2024 identified the failing computer board and the need to replace it.

Original approved amount    \$12,000.00  
Increase requested                \$ 6,000.00  
New total expenditure           \$18,000.00 Not to Exceed

FY2024 Budgeted Expense  
Original Board Report BR #8124-B

\_\_\_\_\_  
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. Flooring – (Facilities, Plant Operations, and Maintenance – Capital Expense)

<b>Boss Carpet One</b>	<b>Dixon, IL</b>	<b>\$221,700.00*(1)</b>
Benchmark Flooring	Loves Park, IL	\$ 237,519.00
Tiles in Style DBA Taza Supplies	South Holland, IL	No Bid

1. This expense is for removing and replacing existing flooring and wall base in the Stenstrom Student Center (SSC) per Bid #24-08 SSC Flooring Upgrade. The amount requested for the award of this contract includes a ten percent (10%) contingency. Two submittals were received and opened on January 17, 2024. FedEx delivered a third submittal later that day from Tiles in Style DBA Taza Supplies, but RVC had to reject the bid unopened because it was received after the bid opening deadline.

FY2024 Budgeted Expense

B. Curriculum Modules – (RAISE Program – CFNIL Grant Expense)

<b>Education Associates, Inc</b>	<b>Louisville, KY</b>	<b>\$13,300.00*(2)</b>
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2. This expense is for the Education Associates curriculum, which will be used by students with intellectual disabilities participating in the RAISE Program. RAISE currently uses curriculum modules from Education Associates, and continuing with this vendor will maintain consistency across the modules. This particular curriculum was designed specifically for young adults with intellectual disabilities, and the topics align with the Program’s courses, goals, and objectives. The modules’ ability to adapt to multiple learning styles and a hands-on approach will be especially beneficial to the students. The request for funding for these modules has been approved by the Community Foundation of Northern Illinois.

FY2024 Grant Expense

**Purchase Report-B - FY2024 Purchases**

C. Truck and Trailer Branding – (Truck Driver Training – Rental Equipment)

<b>L&amp;L Graphic Solutions</b>	<b>Itasca, IL</b>	<b>\$28,275.00*(3)</b>
Brands Imaging	Philadelphia, PA	\$ 32,010.00

3. This expense is for the vinyl wrapping and branding of the three (3) trucks and trailers used by the Truck Driver Training Program. Bid #24-09 TDT Truck & Trailer Branding received two submittals opened on January 19, 2024. L&L Graphic Solutions was the lowest responsible bidder and included a warranty coverage of six months for the installation and five years for the materials. Rock Valley College’s Communications and Marketing Department is providing the design for the wrap, which will align with state regulations, enhance safety and visibility, and directly contribute to the College’s strategic goals.

FY2024 Budgeted Expense

D. Healthcare Services – (Workforce Equity Initiative Grant – Other Contractual Services)

<b>Physician’s Immediate Care</b>	<b>Carol Stream, IL</b>	<b>\$11,000.00*(4)</b>
		Not to Exceed

4. This expense is for the healthcare services that are prerequisites required for students to be eligible for certain career paths. Various certifications and employment opportunities require RVC’s students to complete physical exams, drug screenings, and other healthcare exams. The Workforce Equity Initiative Grant (WEI) serves economically challenged students and provides the financial resources to help them cover these costs. Some programs whose participants benefit from these resources are Certified Nursing Assistant and Truck Driver Training. This is a not to exceed.

FY2024 Grant Expense

E. Software – (IT Administration – Employee Training)

<b>PluralSight</b>	<b>Dixon, IL</b>	<b>\$10,941.00*(5)</b>
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5. This expense is for the Pluralsight Business Pro Academic annual software renewal. This software includes twenty-one (21) licenses for a training platform for professional development for the Information Technology Department. Maintaining these licenses keeps the IT department informed of current technology advancements.

FY2024 Budgeted Expense

**Purchase Report-B - FY2024 Purchases**

F. Construction Manager at Risk – (TBD – Capital Expense)

**TBD**

**TBD**

**TBD\*(6)**

6. This request is for the award of the contract resulting from the Request for Qualifications (RFQ) #24-01 Construction Manager at Risk for Downtown Campus. The bid was released on January 17, 2024. Six (6) submittals were received and opened on February 2, 2024. The selection committee is reviewing the submittals and will be interviewing a short list of the respondents. The selection committee expects to have a final recommendation to bring to the Board on February 27, 2024.

FY2024 Budgeted Expense

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Howard J. Spearman, Ph.D.  
President

Board Approval:

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Secretary, Board of Trustees

**ROCK VALLEY COLLEGE**  
Cash and Investment Report  
January 31, 2024

Month End Balance

Operating Cash Accounts

Illinois Bank & Trust	6,537,635
PMA Operating Cash	10,729,478
Petty Cash	3,274
ISDLAF*	25,764,503

Total Operating Cash: 43,034,890

Operating Investments Accounts

PMA Operating	40,682
ISDLAF*	1,042,133
CD's and CDARS	40,028,548
Treasuries	4,248,733
ISDLAF Term Series	750,000
FHLB Discount Notes	477,431

Total Operating Investments: 46,587,528

**Total Operating Cash & Investments:** 89,622,418

<b>Total Operating Cash and Investments on December 31, 2023</b>	<b><u>86,619,649</u></b>
<b>Total Operating Cash and Investments on January 31, 2024</b>	<b><u>89,622,418</u></b>
<b>Total Operating Cash and Investments on January 31, 2023</b>	<b><u>76,505,959</u></b>
<b>% of Operating Budget</b>	<b>83.50%</b>
<b>Change in Operating Cash and Investments since December 31, 2023</b>	<b><u>3,002,769</u></b>

\*Illinois School District Liquid Asset Fund

Month End Balance

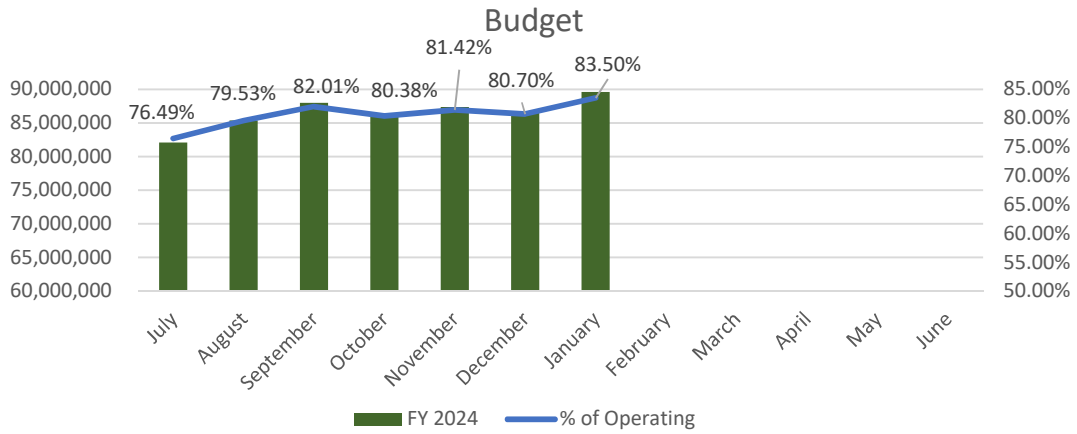
Capital Funds

Debt Service	36,627
Life Safety	3,469,474
CDB Escrow	4,324,083
Building Funds	4,250,045

**Total Capital Funds:** 12,080,229

<b>Total Capital Funds on December 31, 2023</b>	<b><u>12,022,984</u></b>
<b>Total Capital Funds on January 31, 2024</b>	<b><u>12,080,229</u></b>
<b>Change in Capital Funds since December 31, 2023</b>	<b>57,245</b>

## Operating Cash Balance and % Coverage of FY'24 Operating



Month / Year	Cash & Investments	Capital	Total
January 2024	89,622,418	12,080,229	101,702,648
January 2023	76,505,959	11,467,053	87,973,012
December 2023	86,619,649	12,022,984	98,642,633
December 2022	76,593,409	17,140,956	93,734,364
November 2023	87,396,331	20,349,393	107,745,724
November 2022	76,181,482	18,315,921	94,497,403
October 2023	86,279,617	20,962,436	107,242,052
October 2022	79,115,154	18,105,076	97,220,230
September 2023	88,021,757	19,753,543	107,775,300
September 2022	75,483,681	19,659,183	95,142,864
August 2023	85,365,989	18,758,217	104,124,206
August 2022	72,609,823	20,355,497	92,965,321
July 2023	82,104,819	17,993,199	100,098,019
July 2022	73,227,608	19,835,297	93,062,906
June 2023	83,887,036	16,942,490	100,829,526
June 2022	72,894,073	20,046,781	92,940,854
May 2023	76,503,790	13,085,170	89,588,960
May 2022	67,022,029	14,717,680	81,739,710
April 2023	75,375,546	11,330,563	86,706,108
April 2022	64,250,129	13,129,795	77,379,925
March 2023	76,720,650	11,325,913	88,046,563
March 2022	63,583,011	13,360,996	76,944,007
February 2023	73,535,274	11,506,241	85,041,515
February 2022	67,637,051	13,516,541	81,153,592
January 2023	76,505,959	11,467,053	87,973,012
January 2022	68,827,552	13,507,358	82,334,910



3301 North Mulford Road  
Rockford, IL 61114

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State of Illinois  
Rock Valley College  
Community College District 511  
2nd Quarter Y-T-D Financial Report  
12/31/2023

Submitted: February 13, 2024

Prepared by: Ellen Olson, Vice President of Finance and Chief Financial Officer

Presented by: Ellen Olson, Vice President of Finance and Chief Financial Officer



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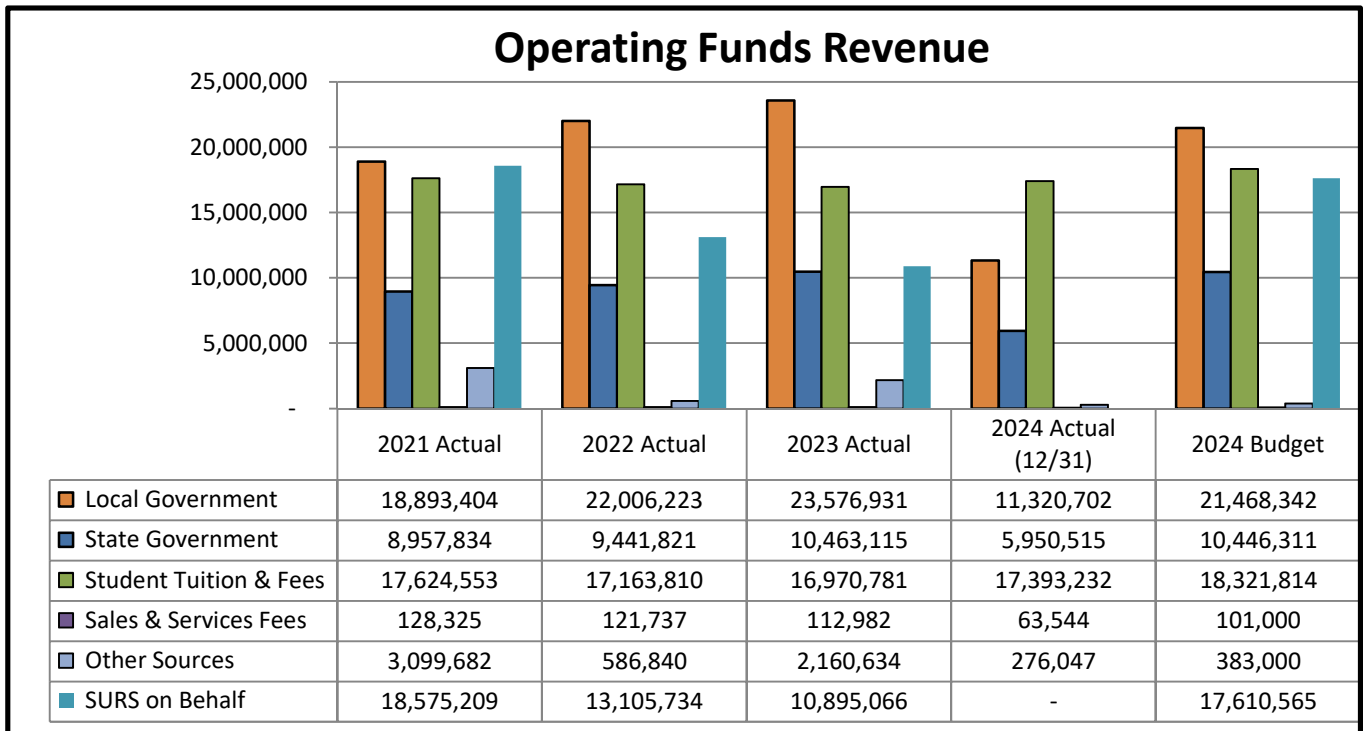
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## Rock Valley College FY24 Operating Funds 2nd Qtr Y-T-D

### Operating (Funds 01 & 02)

<b>Revenues by Source</b>	Fund 01 Actual 12/31/2023	Fund 02 Actual 12/31/2023	Total Operating Revenue 12/31/2023	2024 Operating Revenue Budget	% Actual to Budget
41 Local Government	\$ 9,450,388	\$ 1,870,314	\$ 11,320,702	\$ 21,468,342	52.73%
42 State Government	5,543,770	406,745	5,950,515	10,446,311	56.96%
43 Federal Governmental	-	-	-	-	
44 Student Tuition & Fees	16,854,049	539,184	17,393,232	18,321,814	94.93%
45 Sales & Services Fees	63,544	-	63,544	101,000	62.92%
46 Facilities Revenue	-	515,150	515,150	968,000	53.22%
47 Investment Revenue	576,528	6,459	582,987	1,207,000	48.30%
48 Gifts, Grants, & Bequests	183,578	-	183,578	346,555	52.97%
49 Other Sources	156,151	119,896	276,047	383,000	72.07%
SURS on Behalf	-	-	-	17,610,565	0.00%
<b>Total Revenues</b>	<b>\$ 32,828,008</b>	<b>\$ 3,457,747</b>	<b>\$ 36,285,754</b>	<b>\$ 70,852,587</b>	<b>51.21%</b>

Revenues excluding SURS on Behalf      \$ 32,828,008      \$ 3,457,747      \$ 36,285,754      \$ 53,242,022      68.15%



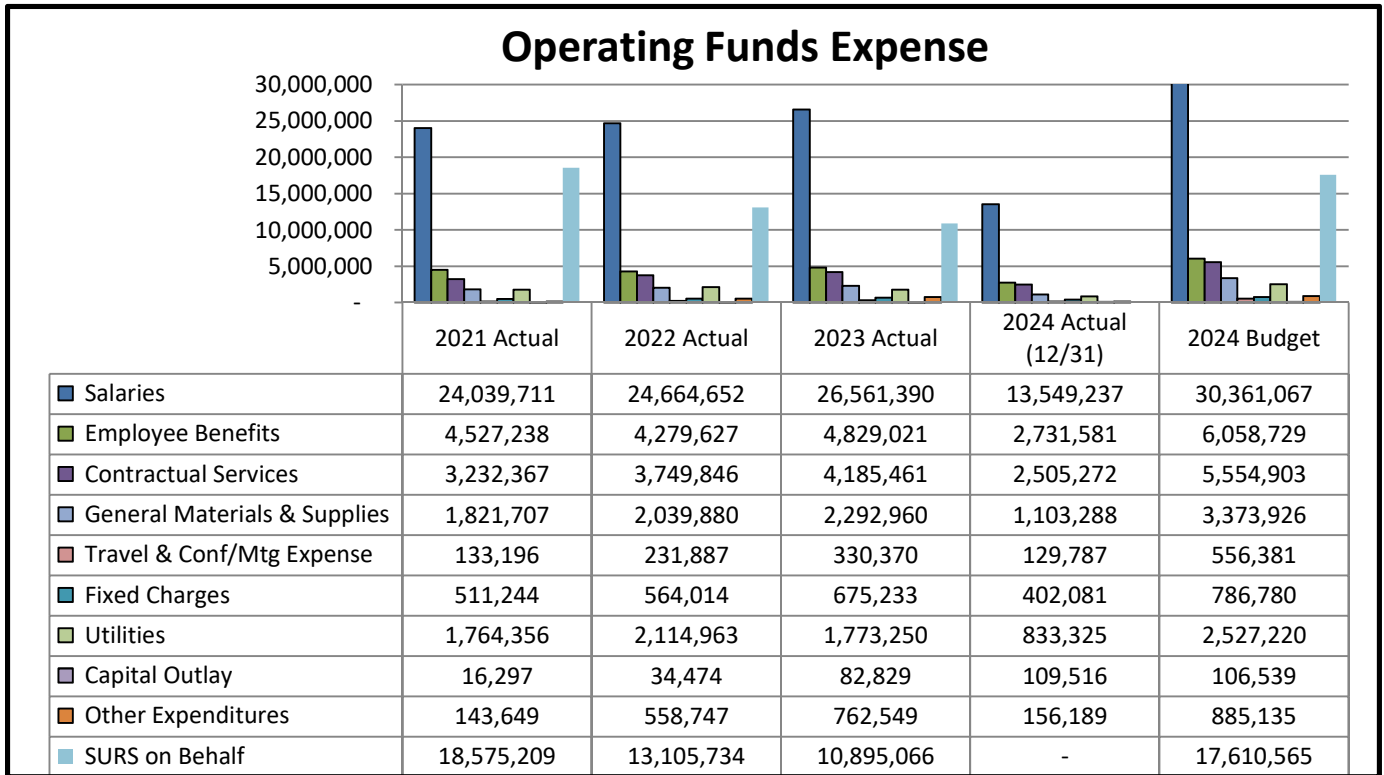


**Rock Valley College**  
**FY24 Operating Funds 2nd Qtr Y-T-D**

*Operating (Funds 01 & 02)*

<b>Expenses by Source</b>	Fund 01 Actual 12/31/2023	Fund 02 Actual 12/31/2023	Total Operating Expense 12/31/2023	2024 Operating Expense Budget	% Actual to Budget
51 Salaries	\$ 12,330,316	\$ 1,218,922	\$ 13,549,237	\$ 30,361,067	44.63%
52 Employee Benefits	2,490,284	241,297	2,731,581	6,058,729	45.09%
53 Contractual Services	1,736,287	768,984	2,505,272	5,554,903	45.10%
54 General Materials & Supplies	944,148	159,139	1,103,288	3,373,926	32.70%
55 Travel & Conf/Mtg Expense	134,590	(4,803)	129,787	556,381	23.33%
56 Fixed Charges	206,341	195,741	402,081	786,780	51.10%
57 Utilities	4,414	828,911	833,325	2,527,220	32.97%
58 Capital Outlay	59,960	49,556	109,516	106,539	N/M
59 Other Expenditures	156,189	-	156,189	885,135	17.65%
SURS on Behalf	-	-	-	17,610,565	0.00%
<b>Total Expenses</b>	<b>\$ 18,062,529</b>	<b>\$ 3,457,747</b>	<b>\$ 21,520,276</b>	<b>\$ 67,821,245</b>	<b>31.73%</b>

*Expenses excluding SURS on Behalf*                      18,062,528.98                      3,457,746.65                      21,520,276                      50,210,680                      42.86%



<b>Other Financing Sources (Uses)</b>	Fund 01 Actual 12/31/2023	Fund 02 Actual 12/31/2023	Total Operating Expense 12/31/2023	2024 Operating Expense Budget	% Actual to Budget
Transfers from Other Funds					
Transfer to Other Funds	(13,000,000)		(13,000,000)	-	N/M
<b>Total Other Financing Sources</b>	<b>\$ (13,000,000)</b>	<b>\$ -</b>	<b>\$ (13,000,000)</b>	<b>\$ -</b>	<b>N/M</b>
<b>Total Expenses, Including Transfers</b>	<b>\$ 31,062,529</b>	<b>\$ 3,457,747</b>	<b>\$ 34,520,276</b>	<b>\$ 67,821,245</b>	<b>50.90%</b>

## Fund 01 Education-Detail

*The Education Fund is established by Section 3-1 of the Public Community College Act. It is used to account for the revenues and expenditures of the academic and service programs of the college.*

	(Target % = 50%)						
	FY 2021 Actuals	FY2022 Actuals	FY 2023 Actuals	FY 2024 Actuals (12/31/2023)	% of 2023 Actuals	FY 2024 Budget	% of 2024 Budget
<b>Revenue</b>							
Local Government	\$ 16,093,106	\$ 18,136,578	\$ 19,564,767	\$ 9,450,388	52.11%	\$ 18,038,403	52.39%
State Government	8,303,462	8,759,445	9,686,656	5,543,770	63.29%	9,669,852	57.33%
Federal Government	-	-	-	-		-	
Student Tuition & Fees	16,135,139	16,002,715	16,970,781	16,854,049	105.32%	14,917,447	112.98%
Sales & Service Fees	128,325	121,737	112,982	63,544	52.20%	101,000	62.92%
Facilities Revenue	-	-	-	-		-	
Investment Revenue	95,063	(20,405)	2,725,032	576,528	N/M	1,207,000	47.77%
Gifts, Grants & Bequests	237,359	228,504	323,346	183,578	80.34%	346,555	52.97%
Other Revenue	2,846,338	369,383	1,864,879	156,151	42.27%	136,500	114.40%
SURS on Behalf	17,045,429	11,885,594	9,898,231	-	0.00%	16,190,016	0.00%
<b>Total Revenue</b>	<b>\$ 60,884,221</b>	<b>\$ 55,483,551</b>	<b>\$ 61,146,676</b>	<b>\$ 32,828,008</b>	<b>59.17%</b>	<b>\$ 60,606,773</b>	<b>54.17%</b>
<b>Expenses</b>							
Salaries	\$ 22,063,594	\$ 22,476,246	24,123,291	12,330,316	54.86%	\$ 27,932,170	44.14%
Employee Benefits	4,118,476	3,899,236	4,452,853	2,490,284	63.87%	5,580,523	44.62%
Contractual Services	1,874,496	2,209,868	2,391,346	1,736,287	78.57%	3,238,573	53.61%
General Materials & Supplies	1,427,947	1,583,239	1,777,917	944,148	59.63%	2,611,661	36.15%
Travel & Conf/Meeting Exp	129,560	227,071	330,821	134,590	59.27%	546,308	24.64%
Fixed Charges	347,293	370,456	485,456	206,341	55.70%	534,780	38.58%
Utilities	3,351	6,471	7,928	4,414	68.21%	6,265	70.45%
Capital Outlay	16,297	34,474	37,844	59,960	173.93%	50,000	0.00%
Other Expenditures	129,014	554,735	761,049	156,189	28.16%	885,135	17.65%
SURS on Behalf	17,045,429	11,885,594	9,898,231	-	0.00%	16,190,016	0.00%
<b>Total Expenses</b>	<b>\$ 47,155,458</b>	<b>\$ 43,247,390</b>	<b>\$ 44,266,736</b>	<b>\$ 18,062,529</b>	<b>41.77%</b>	<b>\$ 57,575,431</b>	<b>31.37%</b>
<b>Contingency</b>			-	-		3,031,342	
<b>Other Financing Sources (Uses)</b>							
Transfers from Other Funds						-	
Transfer to Other Funds		(13,371,085)	(14,247,008)	(13,000,000)		-	
<b>Total Other Financing Sources (Uses)</b>	-	(13,371,085)	(14,247,008)	(13,000,000)		-	
<b>Excess (Deficiency) of Revenues Over Expenditures and Other Sources (Uses)</b>							
	\$ 13,728,763	\$ (1,134,924)	\$ 2,632,932	\$ 1,765,479		\$ -	
Beginning Fund Balance	\$ 23,216,732	\$ 36,945,495	\$ 35,810,571	\$ 38,443,503		\$ 38,443,503	
Change in Fund Balance	13,728,763	(1,134,924)	2,632,932	1,765,479		-	
<b>Ending Fund Balance</b>	<b>\$ 36,945,495</b>	<b>\$ 35,810,571</b>	<b>\$ 38,443,503</b>	<b>\$ 40,208,981</b>		<b>\$ 38,443,503</b>	

## Fund 02 Operations & Maintenance-Detail

*The Operations & Maintenance Fund is used to account for the expenditures for the improvement, maintenance, repair, or benefit of buildings and property, including the costs of interior decorating, installation and repair of fixtures, rental of building and property, payment of insurance premiums upon buildings, and utilities.*

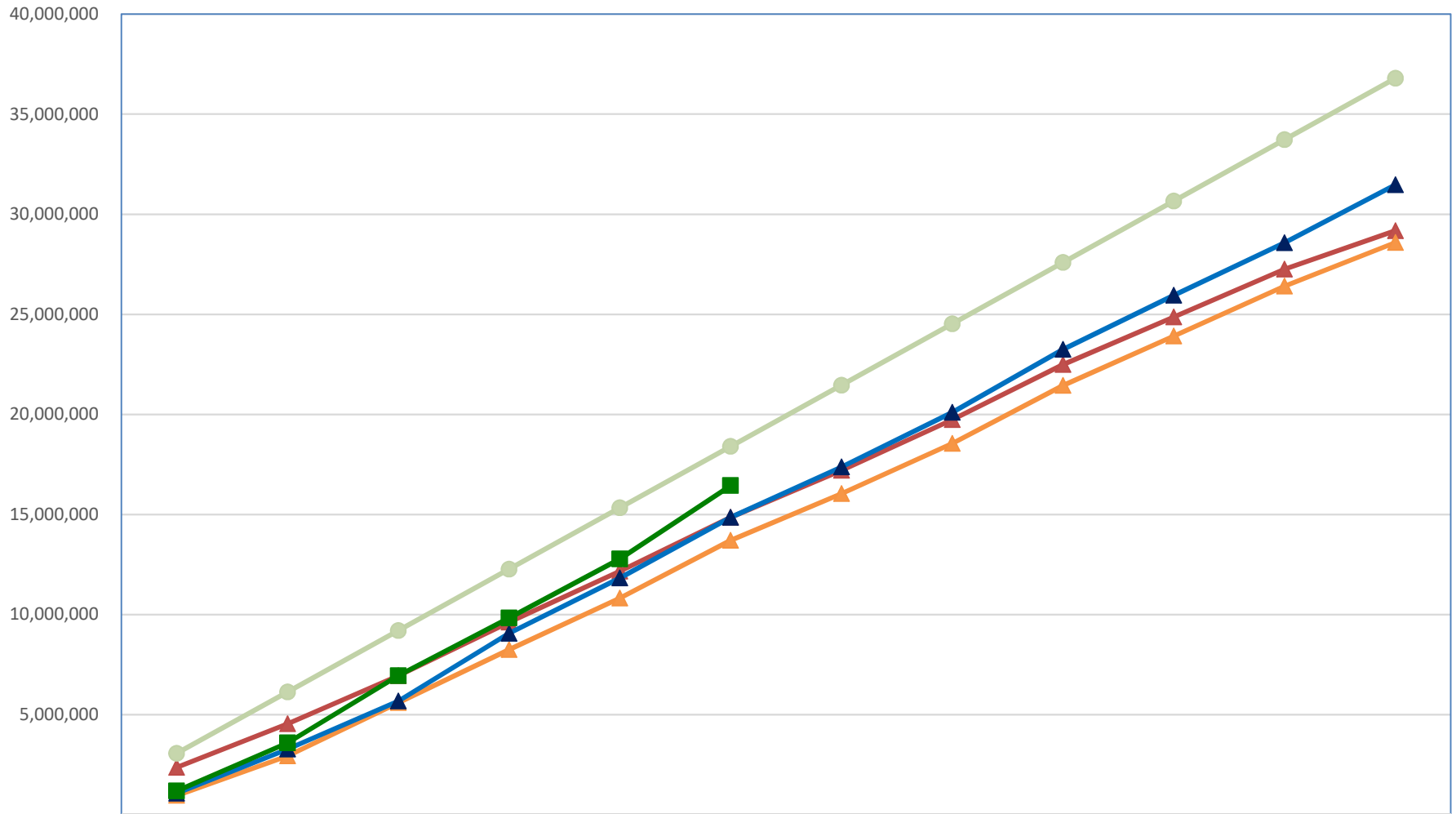
	FY 2021	FY2022	FY 2023	FY 2024 Actuals (12/31/2023)	% of 2023 Actuals	(Target % = 50%) FY 2024 Budget	% of 2024 Budget
	Actuals	Actuals	Actuals	Actuals (12/31/2023)	Actuals	Budget	Budget
<b>Revenue</b>							
Local Government	\$ 2,800,298	\$ 3,869,644	\$ 4,012,164	\$ 1,870,314	48.33%	\$ 3,429,939	54.53%
State Government	654,371	682,376	776,459	406,745	59.61%	776,459	52.38%
Federal Government	-	-	-	-		-	
Student Tuition & Fees	1,489,414	1,161,095	1,045,767	539,184	46.44%	3,404,367	15.84%
Sales & Service Fees	-	-	-	-	N/M	-	N/M
Facilities Revenue	882,193	782,452	864,892	515,150	65.84%	968,000	53.22%
Investment Revenue	117	163,270	128,022	6,459	3.96%	-	N/M
Gifts, Grants & Bequests	-	-	1,500	-		-	
Other Revenue	253,343	217,456	295,755	119,896	55.14%	246,500	48.64%
SURS on Behalf	1,529,780	1,220,140	996,835	-	0.00%	1,420,549	0.00%
<b>Total Revenue</b>	<b>\$ 7,609,516</b>	<b>\$ 8,096,435</b>	<b>\$ 8,121,393</b>	<b>\$ 3,457,747</b>	<b>42.71%</b>	<b>\$ 10,245,814</b>	<b>33.75%</b>
<b>Expenses</b>							
Salaries	\$ 1,976,117	\$ 2,188,406	\$ 2,438,099	\$ 1,218,922	55.70%	\$ 2,428,897	50.18%
Employee Benefits	408,762	380,390	376,168	241,297	63.43%	478,206	50.46%
Contractual Services	1,357,871	1,539,978	1,794,115	768,984	49.93%	2,316,330	33.20%
General Materials & Supplies	393,760	456,641	515,043	159,139	34.85%	762,265	20.88%
Travel & Conf/Meeting Exp	3,636	4,816	(451)	(4,803)	-99.73%	10,073	-47.68%
Fixed Charges	163,951	193,558	189,777	195,741	101.13%	252,000	77.67%
Utilities	1,761,006	2,108,493	1,765,322	828,911	39.31%	2,520,955	32.88%
Capital Outlay	-	-	44,985	49,556	N/M	56,539	N/M
Other Expenditures	14,635	4,013	1,500	-	N/M	-	N/M
SURS on Behalf	1,529,780	1,220,140	996,835	-	0.00%	1,420,549	0.00%
<b>Total Expenses</b>	<b>\$ 7,609,516</b>	<b>\$ 8,096,435</b>	<b>\$ 8,121,393</b>	<b>\$ 3,457,747</b>	<b>42.71%</b>	<b>\$ 10,245,814</b>	<b>33.75%</b>
<b>Contingency</b>			-	-			-
<b>Other Financing Sources (Uses)</b>							
Transfers from Other Funds						-	
Transfer to Other Funds	-	-	-	-		-	
<b>Total Other Financing Sources (Uses)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>	
<b>Excess (Deficiency) of Revenues Over Expenditures and Other Sources (Uses)</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ (0)</b>	<b>\$ (0)</b>		<b>\$ -</b>	
Beginning Fund Balance	\$ 0	\$ 0	\$ 0	\$ 0		\$ 0	
Change in Fund Balance	0	0	(0)	(0)		-	
<b>Ending Fund Balance</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>		<b>\$ 0</b>	

## Fund 05 Auxiliary Enterprises-Detail

*The Auxiliary Enterprises Fund is established by Section 3-31.1 of the Public Community College Act. It is used to account for college services where a fee is charged and the activity is intended to be self-supporting. Accounts in this fund include food services, student stores, and intercollegiate athletics.*

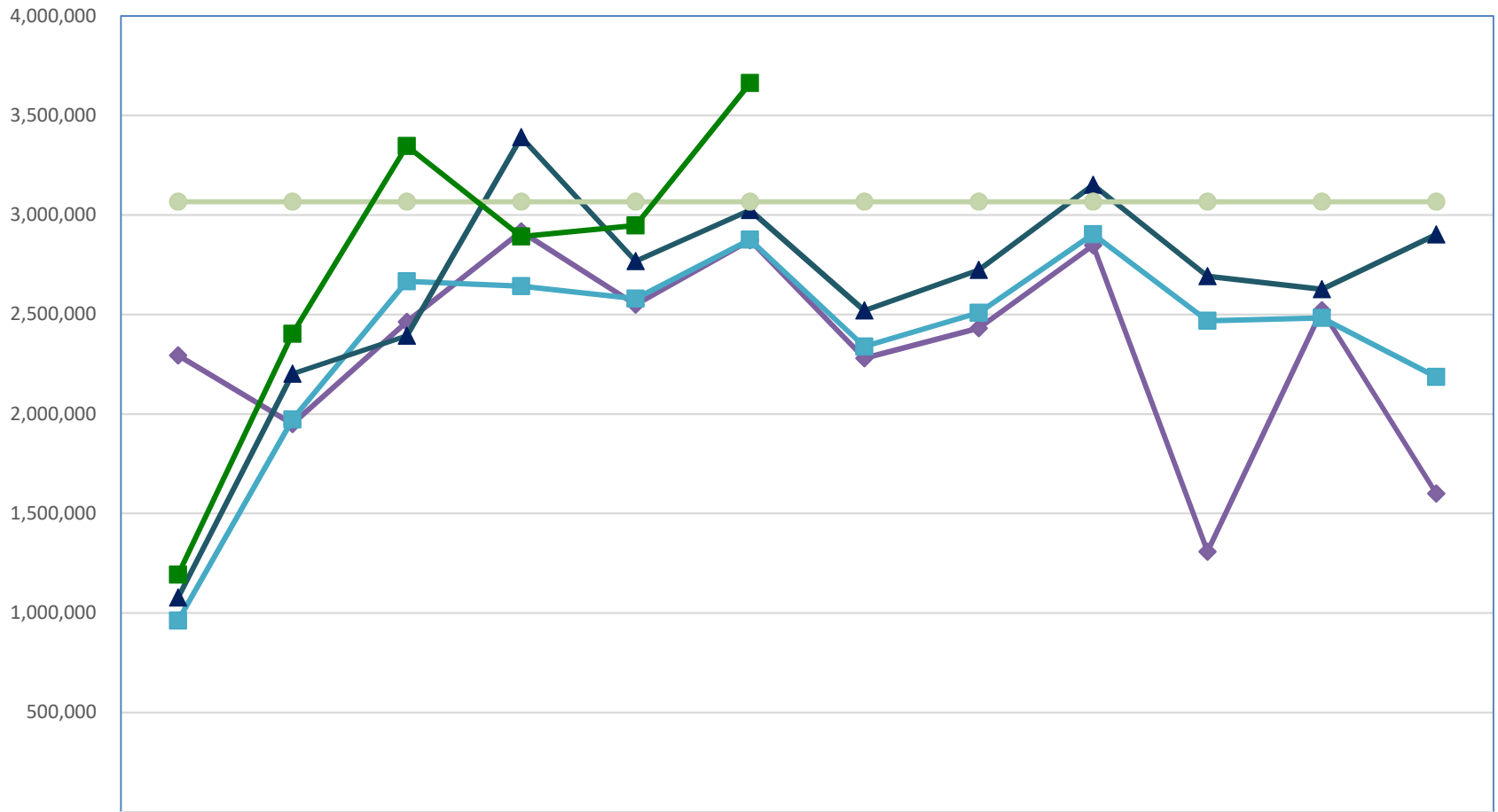
	FY 2021 Actuals	FY 2022 Actuals	FY 2023 Actuals	FY 2024 Actuals (12/31/2023)	% of 2023 Actuals	(Target % = 50%) FY 2024 Budget	% of 2024 Budget
<b>Revenue</b>							
Local Government	\$ -	\$ -	\$ -	\$ -	N/M	\$ -	N/M
State Government	-	-	52,229	-	0.00%	-	N/M
Federal Government	-	-	-	-	N/M	-	N/M
Student Tuition & Fees	1,538,986	1,715,671	1,761,238	1,504,607	85.43%	2,094,697	71.83%
Sales & Service Fees	618,503	1,039,309	1,208,997	841,355	69.59%	1,655,396	50.82%
Facilities Revenue	-	-	-	-	N/M	-	N/M
Investment Revenue	-	-	-	-	N/M	-	N/M
Gifts, Grants & Bequests	1,475	1,785	2,744	480	17.50%	3,000	16.00%
Other Revenue	783,641	989,721	369,150	167,189	45.29%	578,794	28.89%
SURS on Behalf	968,578	800,498	665,008	-	0.00%	1,451,193	0.00%
<b>Total Revenue</b>	<b>\$ 3,911,183</b>	<b>\$ 4,546,985</b>	<b>\$ 4,059,366</b>	<b>\$ 2,513,631</b>	<b>61.92%</b>	<b>\$ 5,783,080</b>	<b>43.47%</b>
<b>Expenses</b>							
Salaries	\$ 1,531,960	\$ 2,020,432	\$ 2,226,594	\$ 1,040,968	46.75%	\$ 2,485,044	41.89%
Employee Benefits	321,658	340,161	465,120	224,229	48.21%	513,348	43.68%
Contractual Services	257,094	341,250	323,345	260,089	80.44%	569,073	45.70%
General Materials & Supplies	257,062	329,292	441,068	183,931	41.70%	552,995	33.26%
Travel & Conf/Meeting Exp	95,542	219,063	229,923	234,974	102.20%	273,498	85.91%
Fixed Charges	27,616	11,870	4,230	1,740	41.13%	6,950	25.04%
Utilities	-	-	647	480	74.25%	1,200	40.01%
Capital Outlay	20,695	5,299	-	-	N/M	-	N/M
Other Expenditures	802,178	572,283	775,524	745,325	96.11%	900,310	82.79%
SURS on Behalf	968,578	800,498	665,008	-	0.00%	1,451,193	0.00%
<b>Total Expenses</b>	<b>\$ 4,282,383</b>	<b>\$ 4,640,148</b>	<b>\$ 5,131,459</b>	<b>\$ 2,691,736</b>	<b>52.46%</b>	<b>\$ 6,753,611</b>	<b>39.86%</b>
<b>Other Financing Sources (Uses)</b>							
Transfers from Other Funds	-	-	1,000,000	2,000,000		1,000,000	
Transfer to Other Funds	-	-	-	-		-	
<b>Total Other Financing Sources (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ 2,000,000</b>		<b>\$ 1,000,000</b>	
<b>Excess (deficiency) of revenues over expenditures and other sources (uses)</b>	<b>\$ (371,200)</b>	<b>\$ (93,163)</b>	<b>\$ (72,093)</b>	<b>\$ 1,821,895</b>		<b>\$ 29,469</b>	
Beginning Fund Balance	\$ 502,675	\$ 131,475	\$ 38,311	\$ (33,782)		\$ (33,782)	
Change in Fund Balance	(371,200)	(93,163)	(72,093)	1,821,894		29,469	
<b>Ending Fund Balance</b>	<b>\$ 131,475</b>	<b>\$ 38,311</b>	<b>\$ (33,782)</b>	<b>\$ 1,788,112</b>		<b>(4,313)</b>	

## Rock Valley College FY24 Payroll Year-to-Date



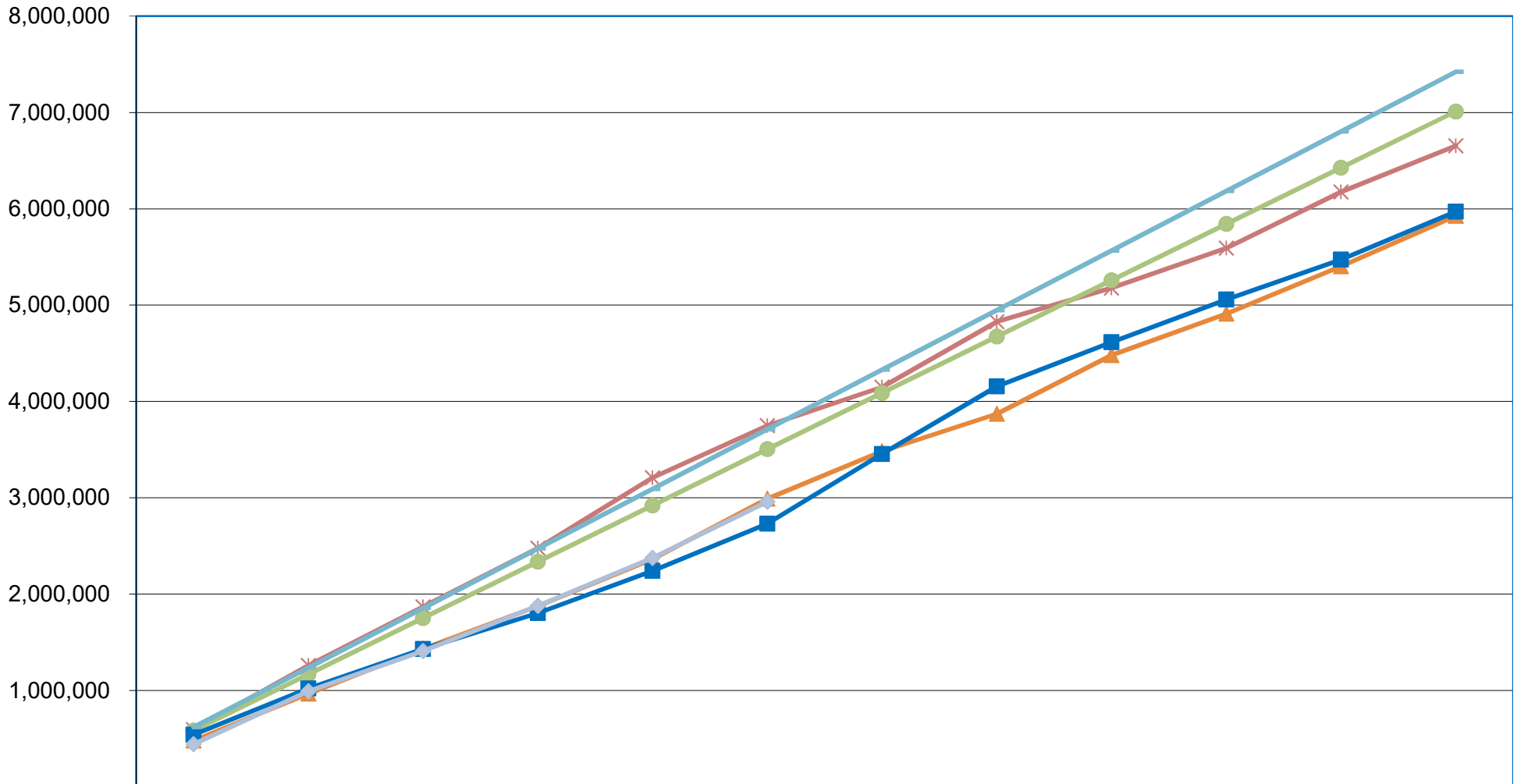
	July	August	September	October	November	December	January	February	March	April	May	June
FY20 Actuals	2,363,755	4,548,769	6,941,711	9,621,485	12,168,505	14,859,799	17,203,770	19,732,415	22,492,805	24,863,875	27,257,781	29,177,528
FY22 Actuals	962,081	2,934,747	5,601,203	8,243,258	10,822,587	13,699,199	16,038,115	18,546,358	21,449,896	23,917,520	26,399,855	28,585,827
FY23 Actuals	1,077,558	3,279,929	5,672,882	9,063,654	11,831,531	14,855,881	17,375,881	20,099,986	23,250,906	25,942,816	28,569,035	31,470,783
FY24 Budget	3,066,297	6,132,595	9,198,892	12,265,190	15,331,487	18,397,785	21,464,082	24,530,379	27,596,677	30,662,974	33,729,272	36,795,569
FY24 Actuals	1,192,998	3,595,678	6,941,833	9,832,990	12,780,299	16,440,073						

### Rock Valley College FY24 Payroll by Month



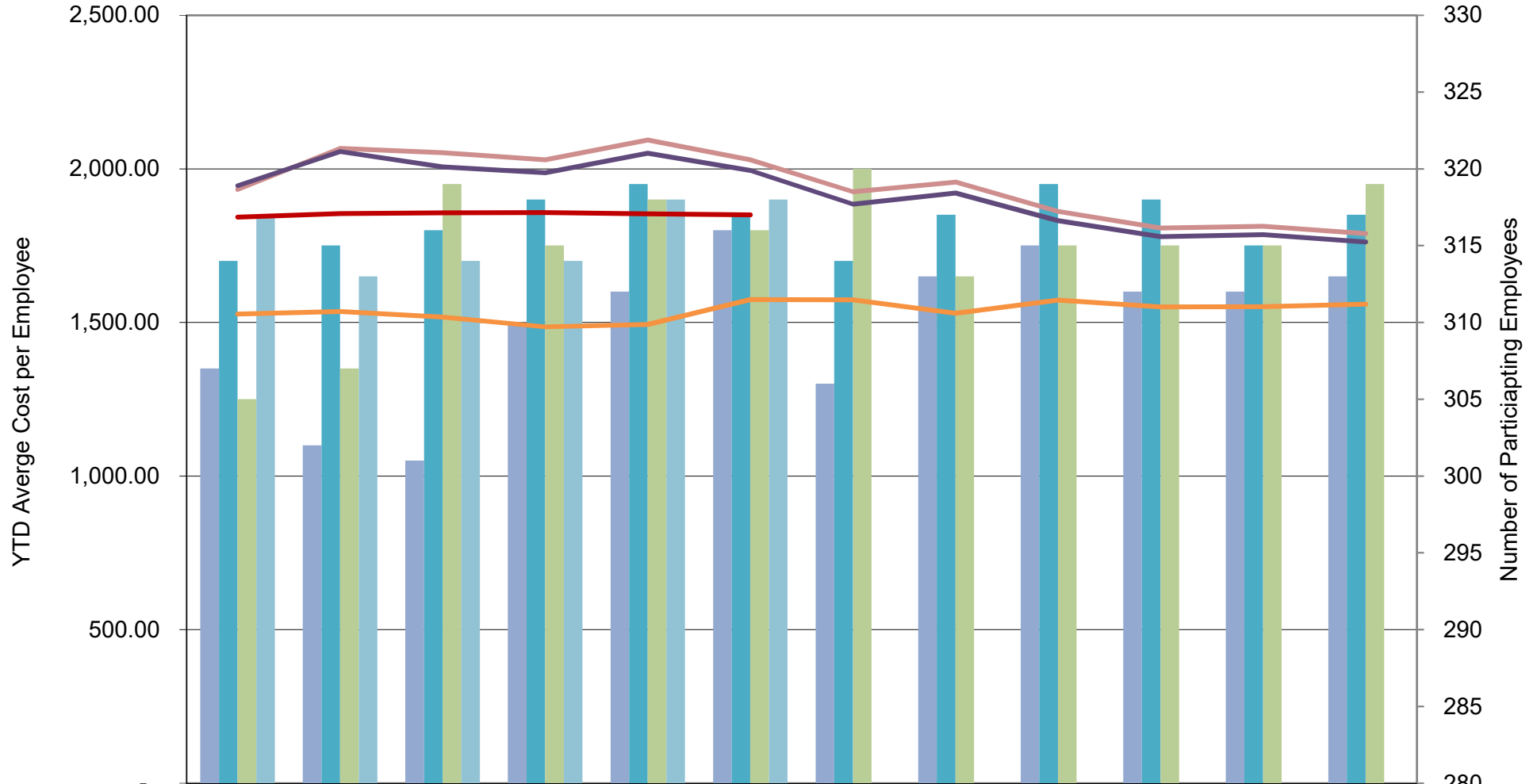
	July	August	September	October	November	December	January	February	March	April	May	June
FY21 Actual	2,294,726	1,950,092	2,462,026	2,916,990	2,550,209	2,872,814	2,279,917	2,431,184	2,847,274	1,308,544	2,520,823	1,599,983
FY22 Actuals	962,081	1,972,666	2,666,456	2,642,055	2,579,329	2,876,612	2,338,916	2,508,243	2,903,537	2,467,625	2,482,334	2,185,972
FY23 Actual	1,077,558	2,202,371	2,392,953	3,390,772	2,767,877	3,024,350	2,520,000	2,724,105	3,150,920	2,691,909	2,626,219	2,901,748
FY24 Budget	3,066,297	3,066,297	3,066,297	3,066,297	3,066,297	3,066,297	3,066,297	3,066,297	3,066,297	3,066,297	3,066,297	3,066,297
FY24 Actuals	1,192,998	2,402,681	3,346,155	2,891,157	2,947,309	3,662,335						

## Rock Valley College Health Care Costs - Year-To-Date



	July	August	September	October	November	December	January	February	March	April	May	June
<span style="color: orange;">—▲</span> FY21 Actual	479,727	966,029	1,433,663	1,876,231	2,363,336	2,989,928	3,482,475	3,870,226	4,480,190	4,910,989	5,401,861	5,925,591
<span style="color: red;">—✱</span> FY22 Actuals	593,383	1,258,512	1,868,230	2,476,271	3,207,723	3,750,252	4,147,476	4,827,490	5,178,109	5,592,533	6,175,279	6,655,021
<span style="color: green;">—●</span> FY23 Budget	584,203	1,168,406	1,752,609	2,336,812	2,921,015	3,505,218	4,089,421	4,673,624	5,257,827	5,842,030	6,426,233	7,010,436
<span style="color: blue;">—■</span> FY23 Actuals	541,426	1,021,168	1,431,027	1,803,738	2,240,380	2,731,416	3,454,818	4,156,422	4,614,784	5,056,952	5,472,292	5,970,719
<span style="color: lightblue;">—</span> FY24 Budget	618,478	1,236,956	1,855,434	2,473,912	3,092,390	3,710,868	4,329,346	4,947,824	5,566,302	6,184,780	6,803,258	7,421,736
<span style="color: lightblue;">—◆</span> FY24 Actuals	443,324	992,629	1,408,596	1,879,030	2,375,615	2,959,855						

## Rock Valley College Health Care Costs - Year-To-Date Average Cost per Participating Employee



	July	August	September	October	November	December	January	February	March	April	May	June
FY22 Participants	307	302	301	310	312	316	306	313	315	312	312	313
FY21 Participants	314	315	316	318	319	317	314	317	319	318	315	317
FY23 Participants	305	307	319	315	318	316	320	313	315	315	315	319
FY24 Participants	317	313	314	314	318	318						
FY21 Actuals	1,527.79	1,535.82	1,517.10	1,485.53	1,493.89	1,574.47	1,573.64	1,529.73	1,572.55	1,550.68	1,551.37	1,559.78
FY22 Actuals	1,932.84	2,066.52	2,053.00	2,029.73	2,093.81	2,029.36	1,925.48	1,956.83	1,861.29	1,807.54	1,813.06	1,789.47
FY23 Actuals	1,945.52	2,056.39	2,006.69	1,987.38	2,050.97	1,994.81	1,885.22	1,921.01	1,831.01	1,779.36	1,785.80	1,761.99
FY24 Actuals	1,842.91	1,854.61	1,856.58	1,857.56	1,853.44	1,850.70						



**Proposed FY 2025 Student Activity Fee Increase and Out-of-District and Out-of-State Tuition Calculation Process**

**Background:** Rock Valley College’s current tuition and fees are listed in the table below.

	<b>Current LAS Rate</b>	<b>Current CTE Rate</b>
Tuition	\$125.00	\$150.00
Technology Fee	\$ 10.00	\$ 10.00
Student Activity Fee	\$ 7.00	\$ 7.00
<b>Total</b>	<b>\$142.00</b>	<b>\$167.00</b>

LAS = Liberal Arts and Sciences CTE = Career and Technical Education

Per Section 110 ILCS 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 recommends 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. 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 FY2022.

	<b>Proposed LAS Rate</b>	<b>Proposed CTE Rate</b>
Tuition	\$125.00	\$150.00
Technology Fee	\$ 10.00	\$ 10.00
Student Activity Fee	\$ 9.00	\$ 9.00
<b>Total</b>	<b>\$144.00</b>	<b>\$169.00</b>

The College’s administration also recommends a change in calculating the tuition rate for out-of-district tuition 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.

**Out-of-District Tuition:**

The current process follows the out-of-district calculation described in Section 6-2 of the Public Community College Act, which takes the in-district rate plus the chargeback reimbursement calculated on the Certification of Chargeback. In FY2024, that rate was \$325 (\$125 + \$200).

One option is to set the out-of-district rate at a minimum of 1.5 times the highest in-district tuition rate at any of its neighboring contiguous Illinois community college

districts. Neighboring contiguous districts include McHenry Community College, Kishwaukee Community College, Sauk Valley Community College, and Highland Community College. The highest in-district tuition rate of Rock Valley College's contiguous neighboring districts is Highland Community College, which is \$151 per credit hour. Using the abovementioned formula, Rock Valley College's out-of-district tuition would be \$226.50 per credit hour.

**Out-of-State Tuition:**

The current process calculates the out-of-state tuition as the in-district rate plus the per capita cost calculated on the Certificate of Chargeback. In FY2024, that rate was \$694 (\$125 + \$569). Rock Valley College has the option to set the out-of-state tuition rate at a minimum of 1.67 times its in-district tuition rate. The rate based on that calculation would be \$209 per credit hour. The recommendation would be the greater of the adopted out-of-state calculation of 1.67 times its in-district tuition rate or the out-of-district tuition rate at 1.5 times the highest in-district tuition rate at any of its neighboring contiguous Illinois community college districts or based on the calculation for out-of-district tuition of \$226.50.

**Recommendation:** 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.

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Howard J. Spearman, Ph.D.  
President

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

**Board Policy 5:10.120 Purchasing**

**Background:**

The Administration presented a recommendation to the Decennial Committee to increase efficiency in the purchasing process by updating Board Policy 5:10.120 Purchasing. Currently, expenditures in excess of \$10,000 are to be approved by the Board of Trustees prior to awarding such contracts. To align with the Illinois Public Community College Act, Chapter 110, Illinois Compiled Statutes, 805/3-27.1, the Administration recommends that expenditures in excess of \$25,000 be approved by the Board of Trustees. In addition, the policy clarifies the use of exemptions allowed by the Act.

The current \$10,000 Board Policy requirement goes back to Board Report #5519, dated January 25, 1993, which was rescinded on October 18, 1999, with Board Report #5741. However, the \$10,000 Board Policy requirement did not change in alignment with the escalation of inflation over the past 20+ years.

Increasing the requirement for the Board of Trustees approval to \$25,000 will create efficiencies in conducting purchasing transactions with vendors in a business-like and fair manner by permitting quicker turnaround times on expenditures less than \$25,000. This will assist in facilitating the implementation of smaller projects and programs that may exceed \$10,000.

All expenditures are available for review on the monthly claims report provided to the Board of Trustees.

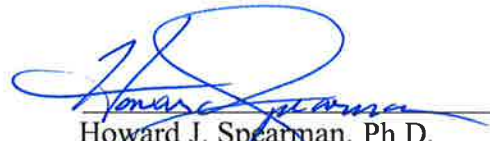
Below is a summary of items presented on 12 Purchase Reports over 13 months from October 2022 through October 2023 by dollar amount and nature of the request.

October 2022-October 2023

<u>Dollar Amount</u>	<u>Number of Requests</u>	<u>% of Total</u>
\$10,000-\$14,999	51	39.5%
\$15,000-\$19,999	41	31.8%
\$20,000-\$25,000	37	28.7%
	<u>129</u>	

<u>Nature of Request</u>	<u>Number of Requests</u>	<u>% of Total</u>
Misc Commodities	32	24.8%
Grant Pass-thru	28	21.7%
Software/Phone/Internet/Fiber	20	15.5%
Other-Budgeted	20	15.5%
Capital	9	7.0%
Theatre Related	6	4.7%
Continuing & Community Ed	5	3.9%
Foundation	3	2.3%
POM	2	1.6%
Membership Dues	2	1.6%
Site Rental	1	0.8%
Bid-Contract	1	0.8%
	<u>129</u>	

**Recommendation:** 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.**



Howard J. Spearman, Ph.D.  
President

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

Attachment: Board Policy 5:10.120 Purchasing

## PURCHASING

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It is the policy of the Rock Valley College Board of Trustees to provide needed supplies, materials, equipment, and services to support the educational programs of the College through the use of sound, efficient, and effective purchasing procedures which: (1) require Board approval for the award of contracts for supplies, materials, equipment, and/or services involving an expenditure in excess of the amount currently authorized by the Illinois Public Community College Act, Chapter 110, Illinois Compiled Statutes, 805/3-27.1; and (2) authorize the College Administration to award contracts for expenditures less than or equal to the amount currently authorized by the Illinois Community College Act, Chapter 110, Illinois Compiled Statutes, 805/3-27.1.

### **Board Approval Amount**

The College will ensure that expenditures in excess of \$25,000 are approved by the Board of Trustees prior to awarding such purchase order(s) and/or contract(s). (110 ILCS 805/3-27.1).

### **Requirement for Contract Legal Review**

The College Administration will have any purchase order or contract in excess of \$50,000 reviewed by legal counsel. All other contracts, regardless of amount, shall, by the judgment of the College's Leadership Team, be reviewed by legal counsel. For purposes of this Policy, grant-related documents will be reviewed when the College's Leadership Team determines that legal review is warranted. **(RVC Board Requirement)**.

### **Responsible Bidder Compliance**

Responsible bidder for purposes of construction contracts over \$150,000.00 shall require submission of proof of compliance with the following criteria: **(RVC Board Requirement)**:

1. All applicable law prerequisites to do business in Illinois.
2. Evidence of compliance with:
  - a. Federal Employer Tax Identification Number or Social Security Number (for individuals).
  - b. Provision of Section 2000(e) of Chapter 21, Title 42 of the United States Code and Federal Executive Order No. 11246 as amended by Executive Order No. 11375 (known as the Equal Opportunity Employment provisions).
3. Certificate of insurance indicating the following coverages: general liability, workers' compensation, completed operations, automobile, hazardous occupation, product liability, and professional liability.
4. Compliance with all provisions of the Illinois Prevailing Wage Act, including wages, submission of certified payroll records, medical and hospitalization insurance, and retirement for those trades covered in the Act.

5. Participation in apprenticeship and training programs applicable to the work being performed on the projects which are approved by and registered with the United States Department of Labor's Office of Apprenticeship and Training.

This Responsible Bidder Compliance Policy shall be reviewed annually by the Board of Trustees from the date of its enactment to evaluate the Policy's impact on Board Policy 5:10.140 (Diverse Vendor Enterprise Use).

### **Purchases Less Than or Equal to \$25,000**

Purchases less than or equal to \$25,000 will be governed by procedures set forth by the Chief Operations Officer (COO) or the COO's designee and shall be made available for public viewing.

### **Purchases Subject to Competitive Bidding**

All purchases involving expenditures in excess of \$25,000 and which are not covered by the fourteen (14) statutory bid exemptions (discussed further below) must be competitively bid. In accordance with the Illinois Public Community College Act, these bids must be sealed by the bidder and must be opened by a member or employee of the Board at a public bid opening, at which the contents of the bids must be announced. Each bidder must receive at least three (3) days' notice of the time and place of such bid opening, and the bid must be advertised for at least ten (10) days. (110 ILCS 805/3-27.1).

For purposes of this Section, due advertisement includes but is not limited to, at least one public notice at least 10 days before the bid date in a newspaper published in the district, or if no newspaper is published in the district, in a newspaper of general circulation in the area of the district. (110 ILCS 805/3-27.1).

The College President shall recommend approval of all purchases of goods and services in excess of \$25,000, which shall be subject to the Board of Trustees' discretionary approval.

### **Exemptions to the Bidding Requirements**

#### **1. Purchases Not Subject to Competitive Bid**

All purchases of items that qualify for a statutory bid exemption pursuant to Section 3-27.1 of the Public Community College Act may be made by the Finance/Business Office without advertising for bids and without requiring price quotations. If, for any reason, competitive bids or price quotations are deemed advisable by the VP of Finance/CFO, or the VP of Operations/COO or his/her designee, they will be obtained, and awards will be made on the basis of conformance to specifications and the total cost of the bids/quotes. Items procured under this section will still be subject to Board review and approval if in excess of \$25,000. (110 ILCS 805/3-27.1).

#### **2. Cooperative Purchasing**

The College may participate in joint purchases by governmental units pursuant to 110 ILCS 805/3-27.2 when it is in the College's best interest to do so. Any cooperative will be

reviewed by the College's attorney to ensure compliance with all applicable statutes, rules, and regulations. (110 ILCS 805/3-27.2).

### **3. Change Orders – Competitive Bid Contracts**

The Public Community College Act (Illinois Compiled Statutes, Chapter 110, Paragraph 805/3-27.1(d)) states that change orders for competitively bid contracts made for the purchase of supplies, materials, or work involving an expenditure in the excess of \$25,000 are exempt from competitive bidding only when the change order does not cause additional expenditures in excess of 10% of the contract price, and the change order is due to unforeseen revisions which are not the fault of the contractor. The Board authorizes the College Administration to exercise change orders for construction that are less than 10% of the contract price when the change order amount has previously been approved by the Board of Trustees pursuant to the contract contingency. In order to keep projects moving and avoid delays, which can increase the costs of construction, the Administration may approve change orders that are less than 10% of the contract price without having to receive additional Board approval in accordance with procedures set forth by the COO or the COO's designee which shall be made available for public viewing. All change orders shall be made in writing, and the Board will have no duty to pay for change orders that are not approved by the Administration in writing. The Administration shall disclose all change orders to the Board at the next public Board meeting. (110 ILCS 805/3-27.1(d)).

### **4. Technology Products and Services**

The Public Community College Act (Illinois Compiled Statutes, Chapter 110, Paragraph 805/3-27.1(f)) allows for the purchase of technology and data processing related equipment, software, or services and telecommunications and interconnect equipment, software, and services without formal bids. Therefore, the Board authorizes the President or designee to utilize this provision when, in the opinion of the Administration, it is in the best interest of the College to purchase such products without formal bids. Items procured under this section will still be subject to Board review and approval if in excess of \$25,000. (110 ILCS 805/3-27.1(f)).

### **5. Emergency Expenditures**

The Purchasing Department should be contacted as soon as a department determines that an emergency purchasing situation exists. "Emergency Purchases" must follow a special procedure in order to obtain goods or services that exceed the competitive solicitation threshold but must be purchased quickly to respond to an emergency. An emergency arises when (1) the safety and welfare of any person or damage to valuable real or personal property is actual or imminent; (2) the operation or the educational program of the College is disrupted, or disruption may be imminent unless immediate action is taken; and/or (3) the failure to take prompt action may trigger delay and addition unnecessary expense to the College. Examples of an emergency purchase is repair of damages related to a natural disaster (tornado, earthquake, flood, etc.), a manmade disaster (chemical spill, active shooter, fire, etc.), or a biological emergency (communicable disease outbreak, *i.e.*, COVID-19 or other).

Approvals for emergency expenditures over \$25,000, unless otherwise exempt, must be approved by 75 percent or six (6) members of the Board of Trustees. In order to efficiently

and promptly address emergencies, for any emergency expenditure between \$25,000 and \$100,000, the President may provide the initial approval of the expenditure after receiving verbal approval from the Board Chairman, and the Board may retroactively approve the expenditure at the next Board meeting. (110 ILCS 805/3-27.1(m)).

**Changes to Shipping and/or Freight Costs**

The Administration shall not be required to obtain Board approval for expenditures for shipping, freight, and/or delivery costs or small price increases which cause the Board-approved purchase price to slightly increase so long as such additional costs comply with Section 3-27.1 of the Community College Act and this Board policy.

Reference: Board Report 5838; Board Report 7564; Board Report 8130

Implemented: September 12, 2000

Revised: October 28, 2014; October 23, 2018, December 2, 2019, January 30, 2024



## CURRENT POLICY

### ROCK VALLEY COLLEGE BOARD POLICY

5:10:120

#### PURCHASING

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The College will follow Section 3-27.1 of the Illinois Public Community College Act, 110 ILCS 805/3-27.1, regarding the public bidding and award of contracts for supplies, materials, equipment or work in excess of the specified dollar amount. The College will ensure that expenditures in excess of \$10,000 are approved by the Board of Trustees prior to awarding such contracts.

#### Requirement for Contract Legal Review

In addition, the College will have the following contracts reviewed by the College's attorney prior to being presented to the Board for approval:

- contracts (including construction contracts) involving an expenditure in excess of \$50,000;
- bid documents (prior to being released) for construction contracts in excess of \$50,000;
- any request for qualifications for professional services and related contracts in excess of \$50,000;
- intergovernmental agreements; and
- any other contract, which in the judgment of the College's Leadership Team, warrant legal review.
- For purposes of this policy, grant related documents will be reviewed when the College's Leadership Team determines that legal review is warranted.

#### Responsible Bidder Compliance

Responsible bidder for purposes of construction contracts over \$150,000.00 shall require submission of proof of compliance with the following criteria:

1. All applicable law prerequisite to doing business in Illinois.
2. Evidence of compliance with:
  - a. Federal Employer Tax Identification Number or Social Security Number (for individuals).
  - b. Provision of Section 2000(e) of Chapter 21, Title 42 of the United States Code and Federal Executive Order No. 11246 as amended by Executive Order No. 11375 (known as the Equal Opportunity Employment provisions).

3. Certificate of insurance indicating the following coverages: general liability, workers' compensation, completed operations, automobile, hazardous occupation, product liability, and professional liability.
4. Compliance with all provisions of the Illinois Prevailing Wage Act, including wages, submission of certified payroll records, medical and hospitalization insurance, and retirement for those trades covered in the act.
5. Participation in apprenticeship and training programs applicable to the work being performed on the projects which are approved by and registered with the United States Department of Labor's Office of Apprenticeship and Training.

This Responsible Bidder Compliance policy shall be reviewed biennially by the Board of Trustees from the date of its enactment to evaluate the policy's impact on Board Policy 5:10.140 (Diverse Vendor Enterprise Use). **Attorney Reviewed.**

Reference: Board Report 5838; Board Report 7564  
Implemented: September 12, 2000  
Revised: October 28, 2014; October 23, 2018

**Personnel Report**

**Recommendation:** The Board of Trustees approves the following personnel actions:

**A. APPOINTMENTS**

Caroline Gulbrandsen, Dean of Health Sciences, Full-Time, ADM, Grade S, \$87,000, effective May 27, 2024.

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

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

# ROCK VALLEY COLLEGE 2024 - AT A GLANCE CAMPUS FACILITY EVENTS

(These are in-person scheduled events)

Date	Event	Staff	Student	Athletic	Community
<b>February</b>					
2/1/2024	Women's & Men's Basketball Games - PEC Gym, 5pm & 7pm	x	x	x	x
2/2/2024	BHM Ebony Breakfast - SC Atrium, 9am	x	x		
2/3/2024	BHCC College and Literary Fair - SC Atrium, 11am	x	x		x
2/6/2024	First Tuesday Lecture - SC Atrium, 12pm	x	x		x
2/6/2024	Women's & Men's Basketball Games - PEC Gym, 5pm & 7pm	x	x	x	x
2/6/2024	IL Small Business Development Center Info Session - SC Atrium, 5:30pm				x
2/8/2024	Lunar New Year Celebration - SC Atrium, 11am	x	x		
2/8/2024	Women's & Men's Basketball Games - PEC Gym, 5pm & 7pm	x	x	x	x
2/9/2024	ACES Academic Competition - SC Atrium and ERC, 8am	x	x		
2/12/2024	1st Generation Speaker Series - SC Atrium, 12pm	x	x		x
2/13/2024	Men's Basketball Game - PEC Gym, 7pm	x	x	x	x
2/14/2024	Wellness Wednesday - SC Atrium, 10am	x	x		x
2/14/2024	Valentine's Day Karaoke Party - SC Atrium, 12pm	x	x		x
2/15/2024	Open Educational Resource Faculty Speaker - ERC 1000, 2pm	x			
2/21/2024	NIU Engineering @ RVC Internship & Job Fair - WTC Lobby, 3:30pm	x	x		x
2/22/2024	Rockford Promise Career Exploration Breakfast - SC Atrium, 8:30am	x	x		
2/22/2024	WEI Skilled Trades Career Fair - SC Atrium, 2pm	x	x		x
2/23/2024	Hunger Coalition Poverty Simulation - SC Atrium, 8am	x	x		x
2/24/2024	ICTM Regional Math Contest - JCSM, ERC, SC, CLI, 10am	x	x		x
2/24/2024	Women's & Men's Basketball Games - PEC Gym, 1pm & 3pm	x	x	x	x
2/24/2024	RVC Alumni & Donor Reception - PEC Gym, 3pm	x	x		x
2/27/2024	IHSA Sectional Basketball Game - PEC Gym, 6pm	x	x	x	x
2/28/2024	Women in Technology & Manufacturing Symposium - SC Atrium, 10am	x	x		x
2/28/2024	IHSA Sectional Basketball Game - PEC Gym, 6pm	x	x	x	x
2/29/2024	African Diaspora and Fashion Show - SC Atrium, 12pm	x	x		
2/29/2024	RVC Basketball Postseason Region IV Tournament - PEC Gym, 4pm	x	x	x	x
<b>March</b>					
3/1/2024	IHSA Sectional Basketball Game - PEC Gym, 6pm	x	x	x	x
3/2/2024	RVC Basketball Postseason Region IV Tournament - PEC Gym, 10am	x	x	x	x
3/3/2024	RVC Basketball Postseason Region IV Tournament - PEC Gym, 10am	x	x	x	x
3/4/2023	1st Generation Speaker Series - SC Atrium, 12pm	x	x		x
3/5/2024	First Tuesday Lecture - SC Atrium, 12pm	x	x		x
3/7/2024	Respiratory Care Chapter 6 Conference - SC Atrium, 8am	x	x		x
3/8/2024	Sister to Sister Conference - SC Atrium, 9am	x	x		x
3/9/2024	RVC Basketball Postseason Region IV Finals - PEC Gym, 10am	x	x	x	x
3/12/2024	Youth Ground Water Festival - JCSM, CLI, SC, 8:30am				x
3/13/2024	RPS 205 All City Art Workshop - SC Atrium & CLI, 9am				x
3/16/2024	Science Olympiad Regional Competition - JCSM, ERC, SC, PEC, 8am	x	x		x
3/16/2024	Baseball Game - Baseball Field, 12pm & 2:30pm	x	x	x	x
3/20/2024	Wellness Wednesday - SC Atrium, 12pm	x	x		x
3/21/2024	Beta Gamma March Meeting - SC 1222, 4pm				x
3/22/2024	Spring DEI Symposium - SC Atrium - 11am	x	x		x
3/27/2024	Softball Game - Softball Field, 3pm	x	x	x	x
3/28/2024	Professional Development Day - PEC Gym, 8am	x			
3/28/2024	Baseball Game - Baseball Field, 2pm & 4:30pm	x	x	x	x
3/30/2024	Softball Game - Softball Field, 12pm	x	x	x	x
3/30/2024	Baseball Game - Baseball Field, 12pm & 2:30pm	x	x	x	x

# Rock Valley College Downtown West Campus Square Footage Update



Rock Valley College Board of Trustees Committee of the Whole  
February 13, 2023

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Rick Jenks, Vice President of Operations

## Original Request

## Revised Request

Existing Sq. Ft.	Program	Sq. Ft.	Program	Sq. Ft.
24,218	Auto / E Vehicle	29,190	Auto / E Vehicle	24,790
1,957	Collison Repair	18,170	Collison Repair	9,750
0	Welding	3,750	Welding	0
1,457	Truck Driver Training	1,520	Truck Driver Training	1,520
975	Police Training	3,448	Police Training	1,000
3,177	Fire Training	3,095	Fire Training	0
1,908	Early Childhood	5,469	Early Childhood	4,200
0	Human Services	1,100	Human Services	1,100
6,191	Adult Education	3,875	Adult Education	2,717
1,196	Refugee & Immigrant Services	2,808	Refugee & Immigrant Services	2,068
N/A	Community/General Space	23,465	Community/General Space	18,625
N/A	Grossing Factor (30%)	28,767	Grossing Factor (30%)	19,731
	<b>Total</b>	<b>124,656</b>	<b>Total</b>	<b>85,501</b>

Heavy-duty diesel was removed, but light-duty diesel will remain. Welding can be part of Auto and Collision. Due to ordinance issues with the City of Rockford, the fire science program was kept at the main campus. Community space was also reduced from 6,800 sq. ft. to 5,100 sq. ft. Additional space reductions were gained by consolidating classrooms and creating multi-functional collaborative spaces.

# Questions



## 2024 COMMUNITY COLLEGE FEDERAL LEGISLATIVE PRIORITIES

### Bolster the Role of Community Colleges in Workforce Development

#### Support Workforce Pell Grants for Students in Short-Term Programs

Establish Pell Grant eligibility for shorter-term programs, accompanied by rigorous and relevant quality standards. Currently, programs must be two-thirds of a year to be eligible for Pell Grants. This excludes many community college workforce-oriented programs that greatly benefit both students and local businesses. Many students cannot participate in these programs because of their cost. Community colleges support lowering the threshold for Pell Grant eligibility to 150 clock hours, as in the bipartisan JOBS Act (S. 161, H.R. 793) and Workforce Pell Act (H.R. 6585), which would increase access to these programs.

#### Strengthen the Workforce Innovation and Opportunity Act (WIOA)

Enhance WIOA, and with that the national economy, by bolstering the role of community colleges in the federal workforce development system. WIOA reauthorization legislation should include authorization of the Strengthening Community College Training Grants program, as has been done in A Stronger Workforce for America Act (SWAA, H.R. 6655). This program is entering its fifth year of funding and has supported dozens of successful partnerships between community colleges, local businesses, and other partners to date.

WIOA legislation should also facilitate the inclusion of community college programs on the eligible trainer provider list and streamline reporting requirements. SWAA takes a step in this direction by automatically including programs that qualify for workforce Pell Eligibility on the ETPL. A revised WIOA should also support more training, another major focus of the SWAA.

### Fund Key Education and Workforce Programs

#### Support Student Access and Success

Boost the Pell Grant maximum award, at minimum by an inflationary adjustment, and set the long-term goal to double the Pell Grant from the 2021-22 award year to \$13,000. Pell Grants enable millions of low-income community college students to pay tuition and fees and meet other college expenses and are the foundation of all other student aid. Increasing the maximum award promotes affordability and student success for low-income students, while reducing their need to borrow.

Funding increases should also be provided for key financing and student support programs such as

- Supplemental Educational Opportunity Grants (SEOG)
- Child Care Access Means Parents in School (CCAMPIS)
- Postsecondary Student Success
- Basic Needs for Postsecondary Students programs
- Federal Work-Study
- TRIO
- GEAR UP

#### Strengthen Under-Resourced Institutions

Increase funding for institutional aid programs including Minority Serving Institutions (MSIs), Title III-A Strengthening Institutions; Strengthening Historically Black Colleges and Universities (HBCUs); Hispanic Serving Institutions (HSIs); Tribal Colleges; and other programs serving traditionally underrepresented populations. Robust funding for these programs will help reduce achievement gaps at community colleges and other institutions. Additionally invest in programs that support student needs and success such as the Basic Needs Grant and the Postsecondary Student Success Grants.

#### Bolster Job Training and Career and Technical Education

Continue to support community college training programs that lead to jobs in in-demand industries by increasing funding for the Strengthening Community College Training Grants program administered by the Department of Labor, now entering its fifth funding cycle.



Enhance funding for Perkins Career and Technical Education (CTE) programs, Adult Basic and Literacy Education State Grants, state grants under the Workforce Innovation and Opportunity Act (WIOA), and the National Science Foundation's Advanced Technological Education (ATE) program.

## **Focus Student Tax Policy on Those Who Can Benefit Most**

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### **End the Taxation of Pell Grants, and Modify the AOTC & LLC**

Make Pell Grants tax-free. Under current law, community college students must pay taxes on any portion of their Pell Grants that is used to help meet living expenses. These are qualified educational expenses for which federal student aid is provided; reducing Pell Grant funds by taxing them makes it even harder for the lowest-income students to succeed in college.

Community colleges also support altering the \$2,500 American Opportunity Tax Credit (AOTC) so that Pell Grant awards are not counted against a student's eligibility. This change would help hundreds of thousands of low-income community college students receive the \$2,500 credit each year. These two overdue changes are included in the bipartisan, bicameral "Tax Free Pell Grant Act." (S. 2920, H.R. 3000).

## **Farm Bill**

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### **Support Rural Community Colleges**

Create federal funding streams for community colleges to support rural economic development, particularly in the agricultural sector. Rural community colleges play an increasing role in training workers to support agriculture and ag-related fields. Providing grants to assist community colleges in development and upscaling agricultural and natural resources programs would support the growing need for an agricultural workforce that needs skilled training. This can be achieved through the inclusion of the bipartisan, bicameral Community College Agricultural Advancement Act (S. 1740, H.R. 3425) into the 2024 Farm Bill.

### **Increase Access to SNAP**

Combat food insecurity on campus – a major barrier to student success – by streamlining access to SNAP benefits for eligible community college students, preventing bureaucratic barriers and increasing participation among eligible students. Support SNAP recipients' economic independence by strengthening the SNAP Employment & Training program which many community colleges serve as providers for by passing the SNAP E&T Enhancement Act (H.R. 5362).

## **Support Dreamers**

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### **Enact the Dream Act**

Enact the Dream Act (S. 365, H.R. 16), once and for all, to give Dreamers permanent legal status. The Dream Act provides a path to citizenship for undocumented young people, including the thousands of students currently enrolled in the Deferred Action for Childhood Arrivals (DACA) program. Dreamers were brought to the U.S. as minors and frequently know no other nation besides America. More importantly, they make substantial contributions to the U.S. economy and society. Dreamers should also be able to access Title IV student aid funding. The DREAM Act has traditionally garnered bipartisan support and work toward this goal must continue.

## **Strengthen Accountability and Transparency**

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### **Utilize Accountability and Transparency Policies that Reflect Needs of Community Colleges**

Create a federal student-level data network to generate accurate, meaningful data on postsecondary outcomes, including post-completion earnings. This can be achieved by passing the College Transparency Act (CTA, S.1349, H.R. 2957). Ensure that cohort default rates or any loan-driven accountability measures reflect the incidence of student borrowing and the student body generally. The combination of these proposals will provide accountability and transparency that is responsive to the community college mission while maintaining integrity in the student aid programs.