

**Rock Valley College Board of Trustees**  
**Community College District No. 511**  
**3301 N. Mulford Road, Rockford, IL 61114**

**Regular Meeting**  
**5:15 p.m.**  
**August 23, 2022**

*On July 22, 2022, Governor Pritzker issued the 32nd Gubernatorial Disaster Proclamation for all counties in the State of Illinois. Due to the COVID-19 health pandemic, Howard J. Spearman, Ph.D., president of Rock Valley College, has determined that an in-person meeting is not practical, prudent, or feasible based on the Disaster Proclamation. Pursuant to Section 7 (e) (4) of the Open Meetings Act (5 ILCS120/7(e) (4), this meeting will be held without the physical presence of a quorum at the meeting location.*

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

Access to the Regular Board of Trustees meeting is provided via teleconference online via <https://rockvalleycollege-edu.zoom.us/j/95843856990?pwd=dEVmU3JleFQ5OXIRMEIUQ1JibFVlQT09> or by phone at 312-626-6799 using Meeting ID : 958 4385 6990 Passcode 899328. The meeting will include an opportunity for public comment. Members of the public who would like to make a public comment may submit their public comment to [RVC-BoardPC@rockvalleycollege.edu](mailto:RVC-BoardPC@rockvalleycollege.edu) by 3:15 p.m. on August 23, 2022. Public comments will be announced during the public comment portion of the meeting.

**AGENDA**

- A. Call to Order**
- B. Roll Call**
- C. Communications and Petitions (Public Comment)**
- D. Recognition of Visitors**
- E. Adjourn to Closed Session** to discuss 1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting per Section 2 (c) (1); and/or 2) Collective negotiating matters per Section 2 (c) (2); and/or 3) The purchase or lease of real property for the use of the public body per Section 2 (c) (5); and/or 4) Litigation has been filed, is pending, or probable per Section 2 (c) (11), all in accordance with the Illinois Open Meetings Act.
- F. Reconvene Open Meeting**
- G. General Presentations**
- H. Approval of Minutes**
  - 1. July 12, 2022 Committee of the Whole meeting
  - 2. July 26, 2022 Regular Board meeting
- I. Action Items**
  - 1. Approve Claims Sheet (Check Register-July 2022) (BR 7971)
  - 2. Approve Purchase Reports
    - a. Purchase Report – FY23 Blanket Purchase Orders - (BR 7972-A)
  - 3. Approve Appointment of Primary Bank Depository (BR 7973)
  - 4. Approve Linking Talent with Opportunity Dual Credit Memorandum of Understanding – Rockford Public Schools #205 (BR 7974)
  - 5. Approve Senior Semester Intergovernmental Agreement – Rockford Public Schools #205 (BR 7975)
  - 6. Approve Calling for Election of Members of the Board of Trustees (BR 7976)
  - 7. Approve Personnel Report (BR 7977)

**J. Other Business**

1. New Business
2. Unfinished Business

**K. Updates / Reports**

1. President's Update
2. Leadership Team Updates
3. Trustee Comments
4. ICCTA Report
5. Student Trustee Report
6. RVC Foundation Liaison Report
7. Freedom of Information Act (FOIA) Report

- L. Adjourn to Closed Session** to discuss 1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting per Section 2 (c) (1); and/or 2) Collective negotiating matters per Section 2 (c) (2); and/or 3) The purchase or lease of real property for the use of the public body per Section 2 (c) (5); and/or 4) Litigation has been filed, is pending, or probable per Section 2 (c) (11), all in accordance with the Illinois Open Meetings Act.

**M. Reconvene Open Meeting**

- N. Date of Next Committee of the Whole Meeting:** September 13, 2022. 5:15 p.m. The meeting will be held in-person in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center on the main campus.

- O. Date of Next Regular Meeting:** September 27, 2022. 5:15 p.m. The meeting will be held in-person in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center on the main campus.

**P. Adjourn**

Jarid Funderburg, Board Chair

**Rock Valley College**  
**Community College District No. 511**  
**3301 N. Mulford Road, Rockford, IL 61114**  
**BOARD OF TRUSTEES COMMITTEE OF THE WHOLE MEETING**  
**5:15 p.m. Tuesday, July 12, 2022**  
**MINUTES**

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

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

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**Call to Order**

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

**Roll Call**

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

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

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

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

## **Communications and Petitions**

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

## **Recognition of Visitors**

There were no visitors to be recognized.

## **Adjourn to Closed Session**

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

## **Reconvene Open Session**

At 5:34 p.m., a motion was made by Trustee Trojan, seconded by Trustee Nelson, to adjourn the closed session and reconvene to the open session. The motion was approved by a unanimous roll call vote. No action was taken as a result of the closed session.

## **Review of Minutes**

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

## **General Presentations**

There were no general presentations.

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

### **1. Enrollment Update**

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

### **2. Advanced Technology Center (ATC) Program Update**

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

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

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

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

### 3. Associate of Applied Science (AAS) in Mechatronics

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

## Finance Discussion: Board Liaison Trustee Trojan / Trustee Soltow

### 1. Purchase Reports

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

#### ***Purchase Report A – FY 2023 Amendments:***

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

#### ***Purchase Report B – FY 2023 Purchases:***

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

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

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

**2. Cash and Investment**

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

**Operations Discussion: Board Liaison Trustee Kearney**

**1. Personnel Report**

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

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

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

**5. RVC Events Calendar**

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

**6. RVC Athletics Update**

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

**New Business / Unfinished Business**

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

**Adjourn to Closed Session**

A closed session was not held.

**Next Regular Board of Trustees Meeting**

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

**Next Committee of the Whole Meeting**

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

**Adjourn**

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

Submitted by: Tracy L. Luethje

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Robert Trojan, Secretary

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Jarid Funderburg, Chairperson

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

**ROCK VALLEY COLLEGE BOARD OF TRUSTEES REGULAR MEETING  
5:15 p.m., July 26, 2022**

**MINUTES**

*On July 22, 2022, Governor Pritzker issued the 32<sup>nd</sup> Gubernatorial Disaster Proclamation for all counties in the State of Illinois. Due to the COVID-19 health pandemic, Howard J. Spearman, Ph.D., president of Rock Valley College, has determined that an in-person meeting is not practical, prudent or feasible based on the Disaster Proclamation. Pursuant to Section 7 (e) (4) of the Open Meetings Act (5 ILCS120/7(e) (4), this meeting will be held without the physical presence of a quorum at the meeting location.*

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**Call to Order**

The Regular meeting of the Board of Trustees of Community College District No. 511, Winnebago, Boone, DeKalb, McHenry, Ogle, and Stephenson Counties, Illinois, convened remotely via teleconference on Tuesday, July 26, 2022. Board Chair Jarid Funderburg called the meeting to order at 5:15 p.m.

**Roll Call**

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

Mr. Jarid Funderburg	Ms. Gloria Cudia
Mr. Bob Trojan	Mr. Paul Gorski
Ms. Crystal Soltow	Student Trustee Ryan Russell
Mr. John Nelson arrived at 5:23 p.m.	

The following trustees were absent: Ms. Lynn Kearney.

Also in attendance: Dr. Howard Spearman, President; Dr. Amanda Smith, Vice President Liberal Arts and Adult Education/Chief Academic Officer; Mr. Jim Handley, Vice President Human Resources; Ms. Ellen Olson, Vice President Finance/Chief Financial Officer; Ms. Heather Snider, Vice President Institutional Effectiveness and Communications; Dr. Patrick Peyer, Vice President Student Affairs; Mr. Keith Barnes, Vice President Equity and Inclusion; Mr. Rick Jenks, Vice President Operations/Chief Operations Officer; Dr. Hansen Stewart, Vice President Industry Partnership and Community Engagement; Ms. Jennifer Thompson, Executive Director College Communications; Ms. Ann Kerwitz, Assistant to the President; Ms. Kris Fuchs, Assistant to the President; Attorney Christopher Gorman, Robbins Schwartz.



## Communications and Petitions (Public Comment)

No public comments were received.

### Recognition of Visitors

There were no visitors to be recognized.

### General Presentations

There were no general presentations.

### Closed Session

Board Chair Funderburg announced that a closed session would be held at the end of the meeting.

### Approval of Minutes

A motion was made by Trustee Gorski, seconded by Trustee Cudia, to approve the minutes of the June 21, 2022 Committee of the Whole meeting, and the June 28, 2022 Regular meeting.

There was no discussion. The motion was approved by unanimous roll call vote.

### Action Items

#### **1. BR 7966 – Claims Sheet**

The Board Report reads in part: It is recommended that the Board of Trustees approve the claims sheets from the Ellucian check register for the period from June 1, 2022 to June 30, 2022. The total is \$1,374,521.57.

A motion was made by Trustee Gorski, seconded by Trustee Cudia, to approve Board Report 7966.

There was no discussion. The motion was approved by unanimous roll call vote.

#### **2a. BR 7967-A – Purchase Report-A – FY22 Amendments**

The Board Report reads in part: It is recommended that the Board of Trustees approve the marked items for purchase on Board Report 7967-A, Purchase Report-A.

\$ 30,000.00	A. NICOR, Pecatonica, IL
\$ 3,000.00	B. Oak Hall, Salem, VA
\$ 50,000.00	C. Robbins, Schwartz, Nicholas, Lifton, Taylor, Chicago, IL
\$ 3,000.00	D. BP Roofing, Loves Park, IL
\$ 15,000.00	E. Liebovich Steel, Rockford, IL

A motion was made by Trustee Gorski, seconded by Trustee Cudia, to approve Board Report 7967-A.

There was no discussion. The motion was approved by unanimous roll call vote.

**2b. BR 7967-B – Purchase Report-B – FY23 Amendments**

The Board Report reads in part: It is recommended that the Board of Trustees approve the marked items for purchase on Board Report 7967-B, Purchase Report-B.

\$ 22,000.00 A. Servio Consulting, Frankfort, IL

A motion was made by Trustee Gorski, seconded by Trustee Cudia, to approve Board Report 7967-B.

Chief Financial Officer (CFO) Ellen Olson confirmed that no changes have been made since the July 12 Committee of the Whole meeting.

There was no discussion. The motion was approved by unanimous roll call vote.

**2c. BR 7967-C – Purchase Report-C – FY23 Purchases**

The Board Report reads in part: It is recommended that the Board of Trustees approve the marked items for purchase on Board Report 7967-C, Purchase Report-C.

\$ 110,000.00 NOT TO EXCEED	A. Northern Illinois University, DeKalb, IL
\$ 14,000.00	B. Blackbaud, Charleston, SC
\$ 23,880.00	C. Alertus Technologies LLC, Beltsville, MD
\$ 24,000.00 NOT TO EXCEED	D. Upswing, Austin, TX
\$ 66,000.00 NOT TO EXCEED	E. OEM Architects & Engineers, Belvidere, IL
\$ 41,675.00	F. Carahsoft, Reston, VA
\$ 10,000.00	G. LingK, Danville, CA

A motion was made by Trustee Gorski, seconded by Trustee Cudia, to approve Board Report 7967-C.

Chief Financial Officer (CFO) Ellen Olson confirmed that no changes have been made since the July 12 Committee of the Whole meeting.

The motion was approved by majority roll call vote. Trustees Cudia, Soltow, Trojan and Funderburg voted yes. Trustee Gorski abstained because his son is entering the Northern Illinois University program named in the report. Student Trustee Russell voted yes (advisory).

**3. BR 7968 – Application for Permanent Approval Career & Technical Education Curriculum: Associate of Applied Science in Mechatronics**

The Board Report reads in part: It is recommended that the Board of Trustees approve the submission of a proposal to the Illinois Community College Board (ICCB) to approve the Associate of Applied Science in Mechatronics degree. The ICCB Form 20 proposal includes: Part A. Feasibility, Curriculum Quality, and Cost Analysis, and Part B. Supportive Documentation and Data.

A motion was made by Trustee Trojan, seconded by Trustee Cudia, to approve Board Report 7968.

There was no discussion. The motion was approved by unanimous roll call vote.

#### **4. BR 7969 – Personnel Report**

The Board Report reads in part: It is recommended that the Board of Trustees approve the personnel actions as outlined on the Personnel Report.

A motion was made by Trustee Gorski, seconded by Trustee Cudia, to approve Board Report 7969.

In response to a question from Trustee Cudia, Vice President Handley confirmed that the College is on target for hiring personnel for the fall semester.

The motion was approved by unanimous roll call vote.

#### **5. BR 7970 – Updated Recruiting and Relocation Expense Reimbursements: Board Policy 3:20.040 – Second Reading**

The Board Report reads in part: It is recommended that the Board of Trustees approve and ratify the updated Recruiting and Relocation Expense Reimbursements Board Policy 3:20.040 to promote a qualified and diverse workforce. **Attorney Reviewed.**

A motion was made by Trustee Gorski, seconded by Trustee Trojan, to approve Board Report 7970.

There was no discussion. The motion was approved by unanimous roll call vote.

#### **Other Business**

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

There was no new business.

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

There was no unfinished business.

Trustee Nelson joined the meeting at 5:23 p.m.

#### **Updates / Reports**

##### **1. President's Update**

President Howard Spearman provided highlights of his recent activities including:

- Served on a leadership panel speaking to Upward Bound and Student Support Services students.
- Participated in the grand opening of the new building at Ingersoll Machine Tools that is used to build a giant telescope. He also met with CEO Dr. Jeff Arnstram who expressed a great deal of respect and excitement for RVC students.
- Toured the Advanced Machines & Engineering and Hennig companies as a guest of the owner Mr. Dietmar Goellner. Mr. Goellner is an RVC alum, and also expressed a great deal of respect and excitement for collaborating with RVC.

- Attended the Rock River Off-Season Robotics Competition held at the PEC on Saturday, July 23, where he was presented the Making It Loud traveling trophy for appreciation to RVC for being a great community partner.
- Urged trustees to save the date for the ATC Community Open House to be held from 11:00-2:00 on Saturday, August 20. More details will be provided at the August 9 Committee of the Whole meeting.

## 2. Leadership

- Vice President Ellen Olson reminded trustees to respond to the request from Sikich to complete the SAS99 form and return it to the auditors as soon as possible, so they can finish the audit in a few weeks.
- Vice President Rick Jenks updated trustees on several items: 1) CNC machines are in place for the cold forming program at the Criminal Justice Center (CJC) and electrical connections are being completed. The air compressor has been delayed to at least December due to a supply chain issue, but the College is looking for another vendor in the event the December delivery is not possible. 2) A sink hole has been discovered by the steps in the front of the ERC. A drainpipe from the roof has been ruptured by an unknown object, and water running through that pipe has caused the problem. Mr. Jenks is working with the Capital Development Board (CDB) to rectify the issue.
- Dr. Amanda Smith highlighted the community-related work of faculty members Professor Laura Constant, who has advocated for STEM in elementary schools over the summer, and Professor Megan Pease who created a flower 988 to bring awareness to the new suicide prevention hotline number. The new flower design is located at the intersection of North Main and Auburn in Rockford.
- Dr. Hansen Stewart provided a five-year look-back on the number of female participants in the welding program and a two-year review of the mechatronics program that began in 2020. In 2022, 8% of the welding students were female, but that number has increased to 16% in FY2023 with enrollment still open. For mechatronics, female students comprised 9-10% for 2022 and FY2023.
  - Trustee Trojan recommended that the College contact the Women in Today's Manufacturing (WOTM) and the Rock River Valley Tooling and Manufacturing Association (RRVTMA) to present information on the College's current programs. Dr. Stewart indicated these groups had not yet been contacted; Dr. Spearman added that the WOTM has visited the ATC.
- Vice President Heather Snider reported on several items: 1) Fall classes start August 13 and enrollment is 86% to goal. 2) The Region 1 Planning Council is holding a week-long series of events on electric vehicles. As RVC's representative to the group, Ms. Snider attended one of their webinars on the topic. 3) Representatives of ICCB completed their on-site visit July 6 for the College's Recognition Report. ICCB is expected to release results in September. 4) Congratulations to Kim Pederson, multimedia content creator, who won the first-place award in the University Photographers Association of America June competition in the General Features and Illustrations category. Her welding photo titled "When Sparks Fly" can be found on the RVC web site and is the only winner from a community college.
  - In response to Trustee Trojan's questions regarding E-vehicle charging time and batteries, Ms. Snider indicated she will do some research and provide as many answers as possible.
- Dr. Patrick Peyer congratulated Dr. Elaine Shannon-Dussard who has recently completed her Doctor of Education. The athletic department hosted 96 golfers who participated in the Chuck Behrens golf classic held July 25 at Forest Hills Country Club. The final tally of funds raised should be known by next week.

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

Trustee Nelson did not have a report, as there have been no ICCTA meetings in summer.

### **4. Trustee Comments**

- Trustee Cudia commented that in June Dr. Spearman did an interview with her on the TV show she does for Comcast. Dr. Spearman added that the College is working to put it on social media.
- Trustee Trojan commented that the R2OC Robotics Competition committee was very impressed with the RVC staff and their exceptional support. Three scholarships of \$1,000-\$1,500 were awarded to three students who will attend RVC.
- Trustee Soltow commented that she's very excited about the ATC Community Open House and has been asked to provide an obstacle course at the event. On another note, she will be relocating her business and partnering with the Belvidere Park District.
- Trustee Nelson thanked everyone for their sympathetic gestures on the passing of his mother. He thinks RVC is meeting its challenges head-on and provides wonderful opportunities for students.
- Board Chair Funderburg thanked everyone for their hard work over the summer and that it's wonderful to see students back on campus.

### **5. Student Trustee Report**

Student Trustee Ryan Russell reported on student activities including open tryouts for several athletic teams and the end of Summer Session II on August 4. He also encouraged everyone to see the remaining Starlight Theater shows, "Dreamgirls" and "Hello, Dolly."

### **6. RVC Foundation Liaison Report**

Trustee Trojan reported that the Foundation committed to fund \$3,500 for robotics scholarships. The second Alumni and Retiree Breakfast held July 13 was very successful. The next event will be held in October and will be sponsored by OSF.

### **7. Freedom of Information Act (FOIA) Report**

The Freedom of Information Act (FOIA) report was accepted as presented.

### **Closed Session**

At 6:06 p.m., a motion was made by Trustee Trojan, seconded by Trustee Gorski, to adjourn to closed session to discuss: 1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting per Section 2 (c) (1); and/or 2) Collective negotiating matters per Section 2 (c) (2); and/or 3) The purchase or lease of real property for the use of the public body per Section 2 (c) (5); and/or 4) Litigation has been filed, is pending, or probable per Section 2 (c) (11), all in accordance with the Illinois Open Meetings Act.

The motion was approved by unanimous roll call vote.

### **Reconvene Open Session**

At 7:00 p.m., a motion was made by Trustee Nelson, seconded by Trustee Cudia, to adjourn the closed session and return to open session. The motion was approved by unanimous roll call vote.

### **Next Meeting**

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

The next Regular meeting will be held on Tuesday, August 23, 2022 at 5:15 p.m. The meeting will be held remotely via teleconference or in-person in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center on the main campus when Illinois statute permits.

### **Adjournment**

At 7:01 p.m., a motion was made by Trustee Gorski, seconded by Trustee Nelson, to adjourn the meeting. The motion was approved by unanimous roll call vote.

Submitted by Ann Kerwitz

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Robert Trojan, Secretary

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Jarid Funderburg, Chairperson

## Claims Sheet

**Recommendation:**

It is recommended that the Board of Trustees approve the claims sheets from the Ellucian check register for the period from July 1, 2022 to July 31, 2022.

The total is \$2,582,130.39.

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Howard J. Spearman, Ph.D.  
President

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

**Purchase Report-A – FY23 Blanket Purchase Orders**

**Recommendation:** The Board of Trustees approves the following items marked with an asterisk

A. Advertising – (Education Fund, College Programming, Advertising)

**La Bamba Radio – Rockford, IL**

**\$10,000.00\*(1)**

1. For advertising on Spanish language radio station. La Bamba Radio is part of a new initiative to help generate enrollment and to broaden the College’s reach to the Hispanic community.

FY23 Budgeted Expense

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

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



**Appointment of Primary Bank Depository Recommendation**

**BACKGROUND:**

Rock Valley College issued a Request for Proposal (RFP) for Banking Depository Services on May 25, 2022. The RFP was sent directly to nine financial institutions, plus two additional financial institutions pulled it from our bid site.

The College received four proposals. One proposal was removed from consideration due to not maintaining a main office or branch within the College's District.

The three remaining financial institutions were invited to present and address panel questions. The panel consisted of the Chief Financial Officer, Executive Director of Finance, Director of Business Services, and one member of the Board of Trustees.

The financial institutions were reviewed based on the following criteria:

- Experience & reliability
- Branch locations
- Customer service
- Operational impact (ACH cutoff and technology)
- Pricing and fees

Rock Valley College recommends Illinois Bank & Trust for a three-year contract. The contract consists of two two-year renewals up to a total of seven years. The following is a list of accounts:

- General deposit account
- Accounts payable student refund account
- Payroll account
- Brewster loan fund account
- Flex account
- Insured cash sweep

**RECOMMENDATION:**

It is recommended that the Board of Trustees appoints Illinois Bank & Trust as the College's primary bank depository effective September 1, 2022.

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Ellen K. Olson  
Vice President of Finance/Chief Financial Officer  
Rock Valley College Treasurer

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Howard J. Spearman, Ph.D.  
President

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

**2022-2023 Linking Talent with Opportunity Memorandum of Understanding Between  
Rockford Public School District #205 and Rock Valley College**

**BACKGROUND:** The Linking Talent with Opportunity initiative began at Rock Valley College through a grant from the Community Foundation of Northern Illinois in 2018. Rock Valley College utilized the grant to collaborate with regional school district partners to implement pathways within high schools. Dual credit pathways offerings have increased annually since the grant was awarded, and pathways development and implementation remain at the forefront of Rock Valley College’s partnerships with regional school districts.

The Linking Talent with Opportunity initiative is designed to provide qualified high school students the opportunity to enroll in dual credit classes at their high school in designated career and technical education pathways that lead to advanced standing for certificate and degree opportunities at Rock Valley College. Furthermore, this pathway initiative facilitates students' transition from secondary coursework into Rock Valley College.

The school district will provide, at its cost, a school district dual credit instructor that is qualified to deliver dual credit instruction in compliance with the Illinois State Board of Education, the Illinois Community College Board, and the Higher Learning Commission. The school district will also provide appropriate academic support at its cost to ensure quality instruction delivery.

Appendix A notes the courses approved to be taught at the District as dual credit for the 2022-2023 academic year.

**RECOMMENDATION:** It is recommended that the Rock Valley College Board of Trustees approves the Linking Talent with Opportunity Memorandum of Understanding between Rock Valley College and Rockford Public School District #205, beginning upon signature and ending June 30, 2023.

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Howard J. Spearman, Ph.D.  
President

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

Attachments: Linking Talent with Opportunity Memorandum of Understanding – RPS #205

## **Linking Talent with Opportunity Program ("LTO") Dual Credit Memorandum of Understanding between Rock Valley College and Rockford Public School District 205**

This Memorandum of Understanding ("MOU" or "Agreement") is entered into this \_\_\_\_ day of \_\_\_\_\_, 2022 between Rockford Public School District 205 ("School District"), located at 501 7<sup>th</sup> Street, Rockford, Illinois 61104 and Rock Valley College, located at 3301 N. Mulford Road, Rockford, Illinois 61114 (collectively, the "Parties").

**WHEREAS**, School District and Rock Valley College have come together and would like to offer high school students enrolled in School District an opportunity to receive dual high school and college level credit through the "Linking Talent with Opportunity" Program (hereinafter "LTO"); and

**WHEREAS**, the Parties desire to enter into this Agreement to facilitate the transition of students from secondary coursework into Rock Valley College; and

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

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

1. School District and Rock Valley College will make available to eligible students participating in the LTO Program certain agreed upon "dual credit courses" and "articulated credit courses," as listed in Appendix A which is attached hereto and incorporated herein.
2. All dual credit courses shall be taught by qualified and approved School District instructors ("School District Dual Credit Instructors") during the academic year.
3. All dual credit and articulated credit courses shall be taught at the School District's campuses.
4. It is further agreed upon by the Parties that the School District will:
  - a. Designate a District point-of-contact for all dual credit and articulated credit course offerings.
  - b. Follow the procedures outlined in Appendix B which is attached hereto and incorporated herein, regarding Curriculum Development, Feedback, and Approval;
  - c. Verify that School District Dual Credit Instructors meet Rock Valley College's minimum qualifications to teach including:
    - i. Dual credit instructors must submit a *Rock Valley College Dual Credit at the High School Instructor Application*.
    - ii. School District must complete *Instructor Verification* form to verify official transcripts and formal identification that are on record at District office for ICCB and HLC auditing purposes.
  - d. Follow the procedures outlined in Appendix D for articulated credit courses which is attached hereto and incorporated herein;

- e. Collaborate with Rock Valley College Early College Department on a shared Google Sheet to track students' completed Enrollment Forms and submit course rosters for each dual credit and articulated credit course. Dual credit course rosters will be used for Rock Valley College course registration and articulated credit course rosters will be used to track students' articulated credit eligibility;
- f. Send Rock Valley College initial dual credit course rosters via the shared Google Sheet, in May for the fall semester and October for the spring semester, and verify final rosters within 2 weeks after the high school start date;
- g. Send verified articulated credit course rosters via the shared Google Sheet within 30 days after the high school start date;
- h. Ensure that School District Dual Credit Instructors follow Rock Valley College's master course syllabus with identified learning outcomes for each course, and utilize appropriate textbooks for each course as agreed upon by School District and Rock Valley College;
- i. Ensure that School District Articulated Credit Instructors submit high school course syllabi with identified learning outcomes and samples of class assignments, projects, and exams to Early College Department for review, and utilize the approved syllabus, appropriate textbooks, resources, and RVC approved final project or exam (if necessary) for each course as agreed upon by School District and Rock Valley College;
- j. Be responsible for School District Dual Credit Instructors submitting a final instructor course syllabus to the Rock Valley College Early College Department by the end of the first week of classes each semester;
- k. Be responsible for School District Dual Credit Instructors collaborating with Early College Department to submit, throughout the course term, samples of assignments, projects, and tests being used within the classroom to ensure student learning outcomes are met and the ability of the instructor to deliver quality, rigorous college credit coursework are met;
- l. Require all first-time School District Dual Credit Instructors to attend Dual Credit Instructor workshops and other related meetings hosted by Rock Valley College to discuss dual credit processes and procedures;
- m. Allow Rock Valley College's chief academic officer or his or her designee, in consultation with the school district's superintendent or his or her designee, the opportunity to conduct course evaluations in a manner consistent with RVC's review and evaluation policies and procedures for on-campus adjunct faculty, including visits to the secondary class. This evaluation shall be limited to the course and the ability of the instructor to deliver quality, rigorous college credit coursework. This evaluation shall not impact the instructor's performance evaluation under Article 24A of the School Code;
- n. Require all School District Dual Credit Instructors to complete the following steps in Rock Valley College Online Services, in accordance with the calendar dates determined by Rock Valley College and as outlined in Appendix C, which is attached hereto and incorporated herein: Rock Valley College Enrollment Verification ("EVR"), midterm grades, and final grades, which become part of each student's official college record;

- o. Distribute on the first day of class, the instructor course syllabus to each student registered in a dual credit section;
- p. Ensure that all students enrolled in dual credit sections meet Rock Valley College course prerequisites and placement requirements or are concurrently enrolled in transitional courses, remedial courses, or receiving a mutually agreed upon academic intervention;
- q. Provide necessary academic support and guidance to students enrolled in the program.

5. It is further agreed upon by the Parties that Rock Valley College will:

- a. Provide courses from Illinois Community College Board ("ICCB") approved programs;
- b. Provide the School District with copies of all official college credit master course syllabi which contain course descriptions, prerequisites, learning outcomes, course requirements, and methods of evaluation for courses referenced in Appendix A;
- c. Follow the Curriculum Development, Feedback and Approval procedure outlined in Appendix B;
- d. Provide the School District with a list of the currently approved textbooks for dual credit courses being taught at the School District;
- e. Review the resume and transcripts of any School District Dual Credit Instructor recommended by the School District to teach a dual credit course to ensure compliance with minimum Illinois Community College Board and Higher Learning Commission qualifications to teach dual credit requirements;
- f. Provide the School District with all appropriate forms, including but not limited to a copy of the academic calendar, registration forms, certified class lists, and final grade reports;
- g. Provide guidance on appropriate placement of students using multiple measures;
- h. Evaluate and document the performance of students who complete dual credit courses, and share such data with the School District. The evaluation shall not impact the instructor's performance evaluation under the School Code.
- i. Award appropriate college credit and record student grades on a permanent college transcript which will be maintained by Rock Valley College;
- j. Award appropriate college credit and record a 'T' grade on students' permanent college transcripts for students who earn a final grade of 'A' or 'B' in an articulated credit course listed in Appendix A and following the procedures outlined in Appendix D;
- k. Review this MOU annually for accuracy and pricing; and
- l. Host an annual meeting in March between the School District and College to discuss dual credit matters and renewal of agreements.

6. School District will provide at their cost a School District Dual Credit Instructor who is qualified to deliver dual credit instruction in compliance with the Illinois State Board of Education ("ISBE"), ICCB, and the Higher Learning Commission ("HLC") and will provide at its cost appropriate academic support to participating students to ensure delivery of quality instruction.
7. School District will provide associated instructional costs such as instructional materials and supplies, as needed.
8. Rock Valley College will charge a per-student enrollment fee of \$50.00 for each dual credit course for the 2022-2023 academic year and will waive associated student fees.
9. By Rock Valley College waiving associated student fees, the participating student will not be eligible for utilization of Rock Valley College student organizations and select student support services.
10. If the School District cannot provide instructional coverage and Rock Valley College is capable, at the School District's cost, a separate agreement will need to be drafted to outline the expenses associated with Rock Valley College's instructional delivery of the dual credit course at the School District campuses.
11. Recommended modifications to this agreement will be mutually agreed upon by the Parties and shall be in writing. Such modifications will not jeopardize credit for the students currently enrolled in courses covered under this agreement.
12. For classes desired to be offered as part of a pathway but that do not have a qualified dual credit teacher or enough qualifying students enrolled, the College will determine if those courses can be offered as articulated credit and how district students will earn that credit, as referenced in Appendixes A and D.
13. Participation in Dual Credit at High School by Students with Disabilities. The Parties will work collaboratively and utilize the following processes to ensure that individual students with disabilities have access to Dual Credit at High School courses, provided that they are able to meet the criteria for entry into such courses:
  - a. The School District will ensure that all of its students have access to dual credit course offering information prior to course selection.
  - b. Once dual credit course rosters are finalized, the School District will indicate on the shared Google Sheet which dual credit students have an IEP or 504 plan and document the provided accommodations within the established School District practices for record keeping of these services.
  - c. A student with a disability shall have access to the supplementary aids and accommodations included in their individualized education program under Article 14 of the Illinois School Code or Section 504 Plan under the federal Rehabilitation Act of 1973 while the student is accessing a LTO Program course on the School District's campus, in accordance with established School District practices for providing these services.
  - d. The School District and RVC shall regularly communicate regarding the progress, performance and individual needs of students with disabilities who are enrolled in Dual Credit at High School courses.

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

participating in Dual Credit at High School hereunder.

14. In carrying out its respective obligations under this Agreement, each Party and its employees shall maintain the confidentiality of all personally identifiable information concerning the students enrolled in dual credit courses, and shall adhere to all applicable federal, State and local laws, rules and regulations now in effect or later adopted relating to the confidentiality of student records and information, including but not limited to the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. §1232g, and Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/1 et seq. With regard to the education records/school student records and information to which a Party and/or its employees shall be granted access under this Agreement, that Party and its employees shall be deemed "school officials" with legitimate educational interests in such records and information. The Party and its employees shall have the right to access and use such records and information solely for the purpose of performing the Party's obligations under this Agreement. The Party and its employees shall not re-disclose personally identifiable student information that is received under this Agreement to any third party, except as directed or permitted by the other Party, or as required by law. Each Party shall have in place reasonable policies and procedures, which the other Party may monitor or audit upon request and with reasonable notice, to prevent such re-disclosure.

15. This agreement will be in effect August 1, 2022 and end on June 30, 2023.

<hr/>		<hr/>	
<i>Euren Jarrett</i>	6/13/2022   7:18 AM CDT		
High School Superintendent	Date	Rock Valley College President	Date

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<i>Luoc B. Makulac</i>			
President	7/6/2022   1:11 PM CDT		
Board of Education	Date	Rock Valley College Board of Trustees	Date

## Appendix A Dual Credit Courses

The following Rock Valley College courses will be offered at Rockford Public School District as dual credit effective during this agreement:

<b>Dual Credit Courses</b>
BIO 103 – Introductory Life Science
BIO 104 – Introductory Life Science Lab
COM 156 – Audio Production I
COM 157 – Video Production I
CRM 120 – Criminal Investigation
ECE 100 – Intro to Early Childhood Education Roosevelt
ECE 101 – The Developing Child
ECE 103- Nutrition & Health of Young Children Roosevelt
ECE 200 – Intro to Early Childhood Education
ENG 101 – Composition I
HLT 110 – Medical Terminology
GAT 101 – Introduction to Graphics Arts Technology
GAT 110 – Introduction to Photoshop
GAT 115 – Introduction to Illustrator
MET 100 – Intro to CAD & Print Reading Roosevelt
MET 110 – Manufacturing Processes I
NAD 101 – Nursing/Aide
STU 101 – Career Planning
STU 103 – Workplace Ethics
STU 299 – Service Learning

The following Rockford Public School District courses are eligible for Rock Valley College articulated credit:

<b>High School Course Eligible for Articulated Credit</b>	<b>RVC Articulated Course Equivalent</b>	<b>Student Earns Articulated Credit by:</b>
Intro to Criminal Justice	CRM 101	Successful Completion of 3 credits in CRM, PSC, SOC
Project Lead the Way – Introduction to Engineering Design, Principles of Engineering, or Engineering Design and Development	EGR 101	Successful Completion of EGR 135



## Appendix B Curriculum Development, Feedback, and Approval

Upon being notified of intent to offer a new dual credit course in the School District, the Dean of Early College will initiate a meeting with the District contacts to discuss course logistics including the master course syllabus and text(s) and materials to be used by the dual credit instructor for course design. First-time School District Dual Credit Instructors will then submit the *Application to Teach a Dual Credit at High School Course*, and upon approval, the course offering will be confirmed and added to Appendix A of the MOU. First-time dual credit instructors will be asked to participate in Dual Credit Instructor Workshops where they will meet with RVC faculty and connect with other dual credit instructors to review course specific learning outcomes, college curriculum, and department assessment methods, as well as receive information from Early College about RVC EAGLE, Online Services, and dual credit policy and procedures. Returning dual credit instructors will also be invited to attend the workshops. All Instructors will submit their final course syllabi to Early College within the first week of their dual credit courses beginning, and throughout the course, they will provide samples of assignments, projects, and tests to demonstrate student learning outcomes are being met through quality and rigorous college coursework. Classroom visits may be requested by RVC. RVC warrants that these procedures constitute appropriate academic controls over the curriculum, as is required by the Dual Credit Act [220 ILCS 27/16] and are consistent with any State or federal law and as required or negotiated with the Higher Learning Commission or other applicable accrediting agency.

## Appendix C Dual Credit Roster & Grading Procedures for Dual Credit Instructors

1. School District Dual Credit Instructors set up their Rock Valley College network account and password to complete the following processes in RVC Online Services. Individual notices will be sent to each instructor at the start of each course with EVR, midterm, and final deadline dates<sup>1</sup>. Reminder emails will also be sent prior to each deadline date.
2. Instructors complete the Enrollment Verification ("EVR") process by the assigned **drop date** to ensure the high school roster **matches** the Rock Valley College course roster of registered students. This includes an instructor duty to initiate the following:
  - a) Drop any student who has never attended the course.
  - b) Contact the RVC Early College Office if a student who has been attending is not on the RVC roster so that they can be added.
3. Instructors submit Midterm Grades by the assigned **midterm date**.
  - a) Mark "S" for each student who is currently passing the course with a 'C' or better.
  - b) Mark "D" for each student who is currently earning a 'D' in the course.
  - c) Mark "F" for each student who is currently earning a 'F' in the course.
  - d) Mark "W" for each student who should be withdrawn from the course – students who stopped attending or have no chance of passing. RVC Early College Office must be notified prior to marking 'W' for any student.
4. Instructors send Early College notice of a student's intent to withdraw from a course by the assigned **Withdrawal** deadline. Student receives a 'W' grade on their Official RVC Transcript.
5. Instructors submit Final Grades in Online Services by the assigned **final grading deadline**, and the final grade is reported on students' Official RVC Transcripts.

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<sup>1</sup> Missed deadline dates for EVR, midterm grades, and final grades will result in manual processes for the instructor and RVC.

## Appendix D Articulated Credit Policy & Procedures

1. School District communicates intent to offer articulated credit course approximately 18 months prior to offering, but no later than 6 months before start of intended school year, and adds course information to the shared District and RVC Google Sheet.
2. High school instructor submits syllabus, textbook, and samples of assignments, tests and projects to Early College for review. Updated information must be submitted annually.
3. Rock Valley College will determine approval of the course and it will be added to Appendix A of the MOU.
4. District verifies high school rosters within 30 days from the start of the high school class via the shared Google Sheet between School District and College.
5. Students in articulated courses complete a Rock Valley College Enrollment form immediately following the high school roster verification.
6. High School provides official, verified high school final grading roster to Early College upon completion of the high school course. .
7. Students who earn an 'A' or 'B' in the high school course will be eligible for articulated credit upon the successful completion ('C' or better) in the subsequent course(s), as indicated in Appendix A.
8. Subsequent course(s) must be enrolled in and successfully completed within two years of completing the articulated course; not to exceed one year after high school graduation.
9. Students register for subsequent course(s) as part of dual credit offerings at the School District or in classes offered at Rock Valley College campuses.
10. RVC will transcript articulated credit upon successful completion of subsequent course(s) within timeframe given above.

**2022-2023 Senior Semester Program – Rockford Public School District #205**

**Background:** *Senior Semester* is a formal program first launched in partnership with Rockford Public School District #205 during the 2019-2020 school year. The program allows up to 20 qualified District students to attend Rock Valley College (RVC) for their final high school semester of senior year. Students take dual credit courses that meet requirements for both a high school diploma and one semester of Rock Valley College credit courses simultaneously. The *Senior Semester* program is administered through the Early College office at RVC in conjunction with Rockford Public School District #205.

Students selected for *Senior Semester* must be academically and socially ready for college. The program provides an opportunity for students to engage in a more challenging educational environment while finishing their high school careers.

The financial arrangement between Rock Valley College and Rockford Public School District #205 requires the District to calculate the cost equivalent of tuition and fees with the assistance of the College for the courses taken per Senior Semester student and pay the College the cost associated with this tuition and fees calculation, not to exceed \$48,000 during the term of this agreement. Participating students will be financially responsible for paying the remaining balance of tuition and fees along with covering the costs for any repeated courses, textbooks, and course supplies. The District's financial assistance helps reduce the overall college cost for students and their families.

**Recommendation:** It is recommended that the Rock Valley College Board of Trustees approves the *Senior Semester* Intergovernmental Agreement with Rockford Public School District #205 effective upon signature for classes beginning January 2023. Said agreement shall expire on June 30, 2023.

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Howard J. Spearman, Ph.D.  
President

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

Attachment: Intergovernmental Agreement: Senior Semester – RPS #205



**Operational Services**

**4.60R(2)E(1) Exhibit – Contract Review Form**

The employee initiating the contract must complete the appropriate sections of this form, and send it with the contract to the Purchasing Department for processing. To the extent the initiating employee does not understand the proposed contract, or is uncomfortable with any of its provisions, he or she should note that information on the Contract Review Form or attach an explanatory memo.

**Certificate of Employee Initiating Contract**

Date: June 15, 2022 School District PREQ Number: R2300528

Parties to the Contract: Rockford Public Schools and Rock Valley College

Short Description: Senior Semester Program

Contract Term: 8/01/2022-6/30/2023 Amount: Not to Exceed \$48,000.00

Assigned Contract Administrator: Bridget French Title Executive Director of College and Career Readiness

Except as indicated in any attached memorandum: I have read this contract entirely, understand all its provisions, believe that it meets programmatic and School District mission requirements, believe that it represents a good deal for the School District, defines measurable deliverables, and take responsibility for complying with the terms of the contract within the bounds of my authority. The document is internally consistent and clear. I am also satisfied with the description of the School District's obligations and with the description of any goods or services to be provided by or to the School District. Any risk management concerns have been reasonably addressed. A memorandum<sup>x</sup> is - is not attached. To the extent the contract requires an outlay of funds, the funds are available. I either have the authority to obligate the funds or have approval from someone who does.

Compliance with this contract will require the cooperation of, or otherwise impact on, the following departments or positions:

CCR, Legal, Finance

6/15/2022 | 10:58 AM CDT  
*Budget French*

Date/Signature/Position

**Cabinet Member Certificate (if above party is not a Cabinet Member)**

I concur with the above certification. In addition, the contract was reviewed to ensure it is otherwise allowable with respect to existing Budget expenditure or receipt requirements.

6/18/2022 | 4:10 AM CDT  
*Heidi Dettman*

Date/Signature

**General Counsel Review** (required for all agreements involving consulting services; software purchases in excess of \$10,000 in any fiscal year; services provided by Architects, Engineers, Project Managers, or Program Managers which exceed \$50,000 in any fiscal year; Intergovernmental Agreements, real estate purchases or leases)

I have reviewed this contract and it does not contain any legally prohibited provisions, includes all legally or administratively required provisions, is basically consistent and clear, and is not otherwise objectionable on legal or administrative grounds, to the best of my knowledge and abilities. I have indicated below any other reviews necessary prior to execution of this contract.

6/20/2022 | 9:18 AM CDT  
*Yasuekia Goldsmith*

Date/Signature

Comments:

**Chief Financial Officer or Designee Review** (required for all contracts over \$10,000)

The contract is reviewed to ensure it complies with generally accepted accounting principles and is not otherwise unallowable with respect to fund group, account number, or other existing expenditure or receipt requirements.

6/20/2022 | 9:39 AM CDT  
*Gregory Brown*

Date/Signature

Comments:

**Chief Information Officer or Designee Review (required for all software contracts)**

\_\_\_\_\_/\_\_\_\_\_  
Date/Signature

Comments:  
\_\_\_\_\_  
\_\_\_\_\_

**Other Reviews Recommended:**

By: \_\_\_\_\_ For: \_\_\_\_\_

Review Performed By:  
\_\_\_\_\_/\_\_\_\_\_  
Date/Signature

Comments:  
\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_ For: \_\_\_\_\_

Review Performed By:  
\_\_\_\_\_/\_\_\_\_\_  
Date/Signature

Comments:  
\_\_\_\_\_  
\_\_\_\_\_

**INTERGOVERNMENTAL AGREEMENT BETWEEN  
 BOARD OF EDUCATION OF ROCKFORD PUBLIC SCHOOL DISTRICT NO. 205,  
 BOONE-WINNEBAGO COUNTIES, ILLINOIS  
 AND  
 BOARD OF TRUSTEES OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 511,  
 WINNEBAGO COUNTY, ILLINOIS  
 FOR SENIOR SEMESTER PROGRAM**

This Agreement is made and entered into by and between the Board of Education of Rockford Public School DISTRICT No. 205, Boone-Winnebago Counties, Illinois ("DISTRICT") and the Board of Trustees of Illinois Community COLLEGE DISTRICT No. 511, Winnebago County, Illinois ("COLLEGE") (together, the Parties") in the exercise of their intergovernmental cooperation powers under the Illinois Constitution of 1970, and the Illinois Intergovernmental Cooperation Act and their respective powers under the School Code and the Public Community COLLEGE Act.

**WHEREAS**, the Parties are authorized to enter into intergovernmental agreements for cooperative projects and use agreements in any manner not prohibited by law or by ordinance, pursuant to Article VII, §10 of the Illinois Constitution of 1970, the Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*), the School Code (105 ILCS 5/1- 1 *et seq.*), and the Public Community COLLEGE Act (110 ILCS 805/1-1 *et seq.*); and

**WHEREAS**, Senior Semester is a program that allows select, qualified, academically motivated students enrolled in Illinois Community COLLEGE DISTRICT 511 public high schools an opportunity to earn a semester of college credits by attending COLLEGE full-time during a semester of their senior year of high school; and

**WHEREAS**, the Parties have determined that shared commitment to Senior Semester goals benefits their constituencies and enhances educational opportunities for the communities they serve; and

**WHEREAS**, the Parties have determined that it is in their respective best interests and that of their constituencies to enter into this Intergovernmental Agreement for Senior Semester Program (hereinafter Agreement").

**NOW, THEREFORE, IT IS AGREED** between the Parties, in consideration of their mutual promises and undertakings set forth herein and for other good valuable consideration, as follows:

**Section 1    Incorporation of Preamble Recitals**

The foregoing recitals are hereby found to be true and correct and are incorporated herein by reference.

**Section 2    Implementation of Senior Semester**

DISTRICT and COLLEGE agree to collaborate to implement Senior Semester as a joint program, administered jointly by Rock Valley COLLEGE and Rockford Public Schools, subject to the following terms and conditions.



- A. The Parties intend to establish and offer Senior Semester to provide eligible DISTRICT students with full-time instruction at COLLEGE during a semester of their senior year of high school in satisfaction of:
  - 1) DISTRICT'S requirements for earning a high school diploma.
- B. Any DISTRICT student interested in Senior Semester will meet with a DISTRICT high school counselor to discuss whether they meet the pre-selection criteria set forth in the Senior Semester Program Process Procedures (Appendix A). If an Interested DISTRICT student meets said pre-selection criteria, they will follow the application process set forth in the Senior Semester Procedures to Fulfill Qualifications and Admissions (Appendix B).
- C. This Agreement does not cover those students who are not recruited by and identified by the DISTRICT to participate in the Senior Semester program.
- D. Instruction for DISTRICT students accepted into Senior Semester shall be provided by COLLEGE, which shall charge the DISTRICT the cost equivalent of in-district tuition and fees for courses taken per student per school year, not to exceed \$48,000 during the term of this Agreement. The total number of students permitted to participate in Senior Semester shall not exceed 20 enrolled students each year for said instruction. The cap established by this Section may be adjusted as provided in Section 3.N, below.
- E. If a DISTRICT student is not successful academically or is not meeting Senior Semester academic standards at the midterm grading period, COLLEGE will notify the Executive Director of COLLEGE and Career Readiness (ED of CCR) within one week after the midterm date.
- F. At semester end, COLLEGE will provide the ED of CCR with student transcripts enrolled in Senior Semester.

**Section 3 DISTRICT Obligations**

DISTRICT will:

- A. DISTRICT will recruit eligible students to participate in Senior Semester, identifying a maximum of 20 eligible students to participate In Senior Semester per school year.
- B. DISTRICT will ensure students who meet the free lunch or breakfast eligibility guidelines pursuant to Section 10-20.13(b) of the Illinois School Code (105 ILCS 5110- 20.13(b)) and who are accepted into Senior Semester are provided equal access to Senior Semester consistent with the requirements of the Illinois School Code.
- C. DISTRICT will be responsible for communicating to the COLLEGE the list of eligible and approved students for the Senior Semester program by the COLLEGE's annual deadline.
- D. DISTRICT will be responsible for communicating to the Senior Semester students and a parent or guardian the enrollment and selection of courses defined as Senior Semester schedules.

- E. DISTRICT will be responsible for communicating to Senior Semester students and their parents or a guardian in regard to resolving disputes within the overall operation of the Senior Semester program, including but not limited to the DISTRICT Senior Semester selection process results and qualifications and expectations of student independence not governed by in loco parentis.
- F. DISTRICT will be responsible for securing COLLEGE placement test scores from students for the selection process (pursuant to Appendix B).
- G. DISTRICT will be responsible for the pre-selection and final selection process (pursuant to Appendix B).
- H. DISTRICT will provide the COLLEGE with one point-of-contact i.e.; ED of CCR to ensure effective and accurate communication.
- I. DISTRICT will provide advising for high school graduation requirements to Senior Semester students.
- J. DISTRICT will provide all personal and academic success counseling services to Senior Semester students.
- K. DISTRICT will provide students who successfully complete Senior Semester with credit towards a high school diploma.
- L. DISTRICT will communicate to the RPS 205 students and their parents or a guardian that they are responsible for covering textbook and associated instructional material costs.
- M. DISTRICT will calculate the cost equivalent of tuition and fees with the assistance of the COLLEGE for the courses taken per Senior Semester student and pay the COLLEGE the cost associated with this tuition and fees calculation. In general, it is estimated that the student enrollment of tuition and fees will not exceed \$48,000 per year, which are reasonable to provide students access to COLLEGE'S courses. Subject to COLLEGE'S availability, the DISTRICT will make final determination on the number of students enrolled in the Senior Semester program and their course selections, and shall make adjustments as needed to cover tuition and fees associated with the program while not exceeding the cap established in this Section. Alternatively, if either Party expects the cap established by this Section to be exceeded, the DISTRICT may agree in writing to increase the cap without adjustments to the number of students enrolled and/or the course selections.
- N. District agrees to work with their Senior Semester students who have an IEP or 504 plan annually. DISTRICT will be responsible for including in the annual transition planning meeting a comprehensive transitional plan for Senior Semester. Rock Valley College Disability Support Services and Early College Department are available to assist with the transition planning.

**Section 4 COLLEGE Obligations**

COLLEGE will:

- A. COLLEGE will provide technology accounts for Online Services, Eagle, and RVC Mail.

- B. COLLEGE will provide a mandatory orientation, including a review of COLLEGE Policies and procedures and a copy of COLLEGE's Student Handbook.
- C. COLLEGE will offer the mandatory STU 100, Planning for Success, during the Senior Semester enrollment. DISTRICT is responsible for tuition and fees for STU 100, Planning for Success.
- D. COLLEGE will provide final grades for courses within two weeks of the completion of each semester.
- E. COLLEGE will be responsible for administering COLLEGE placement test with and for students (pursuant to Appendix B).
- F. COLLEGE will ensure that any employee or agent of COLLEGE who has direct and regular contact with participating DISTRICT students undergoes a criminal history records check.
- G. COLLEGE will ensure that instructors for Senior Semester courses are properly qualified to teach such courses, consistent with the Dual Credit Quality Act, 110 ILCS 27/16(5) and 110 ILCS 27/20. COLLEGE shall approve any instructors which DISTRICT identifies and recommends for use in the Senior Semester Program. Any DISTRICT-recommended instructors shall be hired and compensated by DISTRICT.
- H. COLLEGE will take appropriate steps to ensure that Senior Semester courses are equivalent in quality and rigor to other courses offered at the COLLEGE for college credit. COLLEGE will ensure that Senior Semester student learning outcomes are the same as other courses taught at COLLEGE. In addition, COLLEGE will annually evaluate course content, delivery, and rigor, consistent with COLLEGE'S review and evaluation policy for on-campus adjunct faculty, in consultation with the DISTRICT'S superintendent.
- I. COLLEGE reserves the right to modify or cancel classes based on instructor availability and/or student interest. COLLEGE will support and implement schedule request changes made by DISTRICT Counselor and commit to ensuring any schedule changes of DISTRICT 205 students are approved by DISTRICT Counselor or DISTRICT Director of Career Readiness before being made. In such circumstances the COLLEGE will notify the DISTRICT counselor of such changes.
- J. COLLEGE will maintain appropriate academic control over the curriculum of all Senior Semester Program courses, consistent with State and/or Federal law and as required or negotiated by the Higher Learning Commission.
- K. COLLEGE will evaluate and document the performance of students who complete dual credit courses, and share such data with DISTRICT. To the extent applicable, the evaluation shall not impact the instructor's performance evaluation under the School Code.
- L. COLLEGE will make publicly available and provide to each student all institutional policies relating to the academic standing of students enrolled in dual credit courses or the transfer of credit for dual credit courses.

#### **Section 5 Participating DISTRICT Students' Obligations**

The DISTRICT will cause participating DISTRICT students to comply with the following requirements (pursuant to Appendix B):

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- A. Student will complete information in the COLLEGE Welcome Packet.
- B. Student will attend mandatory COLLEGE Senior Semester Orientation.
- C. Student will respond to email communication via COLLEGE Mail on a daily basis.
- D. Student will schedule an advising appointment at the midterm of the Senior Semester with a COLLEGE advisor and DISTRICT counselor in advance of assigned priority registration dates.
- E. Student will keep all scheduled appointments.
- F. Student will adhere to COLLEGE and DISTRICT policies and procedures.
- G. Student will demonstrate qualities of integrity, honesty, civility and respect in their conduct both in and out of the classroom as noted in the COLLEGE Student Handbook.
- H. Student will meet and maintain requirements as set forth in the Senior Semester Academic Conduct Policies (pursuant to Appendix C).
- I. Student will meet with the DISTRICT and a parent or guardian to ensure the applicable high school graduation requirements are met prior to the start of the Senior Semester.

**Section 6 Shared Obligations and Understandings of the Parties**

- A. The DISTRICT and COLLEGE acknowledge and agree that this Agreement solely memorializes implementation of Senior Semester, and that there are no other promises, representations, or agreements between the Parties except as provided in this Agreement.
- B. DISTRICT and COLLEGE agree to comply with all applicable federal and State nondiscrimination and equal opportunity laws, rules and regulations. DISTRICT and COLLEGE shall not engage in unlawful discrimination or harassment against any person based on race, color, ancestry, national origin, religion, pregnancy, sexual orientation, order of protection status, gender identity or expression, age, marital status, disability, genetic information, unfavorable military discharge, veteran status, or sex (including sexual harassment, sexual violence, sexual assault, domestic violence, dating violence and/or stalking), or any other legally protected category. The Parties will coordinate regarding an appropriate response to any report of alleged harassment, including sexual harassment, involving students or employees involved in the Senior Semester Program, taking into consideration the nature of the report, the parties involved and the location and context in which the alleged harassment occurred.
- C. In carrying out its respective obligations under this Agreement, each Party and its employees shall maintain the confidentiality of all personally identifiable information concerning the students enrolled in Senior Semester courses, and shall adhere to all applicable federal, State and local laws, rules and regulations now in effect or later adopted relating to the confidentiality of student records and information, including but not limited to the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. §1232g, and Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/1 et seq. With regard to the education records/school student records and information to which a Party and/or its employees shall be granted access under this Agreement, that Party and its employees shall be deemed "school officials" with legitimate educational interests in such records and information. The Party and its employees shall have the right to access and

use such records and information solely for the purpose of performing the Party's obligations under this Agreement. The Party and its employees shall not re-disclose personally identifiable student information that is received under this Agreement to any third party, except as directed or permitted by the other Party, or as required by law. Each Party shall have in place reasonable policies and procedures, which the other Party may monitor or audit upon request and with reasonable notice, to prevent such re-disclosure.

- D. It is understood and agreed that neither party to this Agreement shall be legally liable for any negligent or wrongful acts either of commission or omission, chargeable to the other, unless such liability is imposed by law, and this Agreement shall not be construed as seeking to enlarge or diminish any obligation or duty owed by one party against the other party or against third parties.
- E. The Parties agree that their respective representatives shall use their best efforts to timely communicate with one another as needed to pursue the objectives and implementation of Senior Semester, and to work cooperatively to resolve any issues which may from time to time arise in the course of their collaboration. The Parties shall, not less than annually, review the provisions of this Agreement and identify any updates, as may be needed. Any such updates are subject to the requirements of Section 8.E, below.

#### **Section 7 Participation in the Senior Semester Program by Students with Disabilities**

The Parties will work collaboratively and utilize the following processes to ensure that individual students with disabilities have access to Senior Semester Program courses, provided that they are able to meet the criteria for entry into such courses:

- A. The DISTRICT will identify all eligible students based upon the requirements as set forth in the Senior Semester Pre-Selection Criteria (Appendix A) and DISTRICT Procedures to Fulfill Qualifications and Admissions (Appendix B).
- B. The process is established as follows:
- The DISTRICT will identify students who have a current IEP or 504 Plan on the final and approved DISTRICT Senior Semester list, as referenced in Appendix B.
  - The DISTRICT will ensure that each student with an IEP or 504 Plan and their parent/guardian is informed of the differences in college ADA accommodations versus high school accommodations.
  - The DISTRICT Counselor and COLLEGE Early College department will assist with connecting students to Disability Support Services so that college accommodations can be developed prior to the start of Senior Semester coursework.
  - The DISTRICT will assist in providing students a copy of their current IEP or 504 Plan to provide to the COLLEGE Disability Support Services.
- C. A student with a disability shall have access to the supplementary aids and accommodations included in their individualized education program under Article 14 of the Illinois School Code or

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Section 504 Plan under the federal Rehabilitation Act of 1973 while the student is accessing a Senior Semester Program course on DISTRICT's high school campus, in accordance with established DISTRICT practices for providing these services.

- D. A student with a disability who accesses a Senior Semester Program course on COLLEGE's campus shall have access to appropriate supplementary aids and/or accommodations for which the student is eligible through COLLEGE's Disability Support Services office. The Parties agree that the COLLEGE'S Disability Support Services office will coordinate with and involve the District in identifying appropriate supplementary aids and/or accommodations for eligible students.
- E. DISTRICT and COLLEGE shall regularly communicate regarding the progress, performance and individual needs of students with disabilities who are enrolled in Senior Semester Program courses.

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

**Section 8 Miscellaneous Provisions**

- A. **Effective Date.** This Agreement becomes effective upon the date as of which It has been approved and fully executed by both of the Board of Education of DISTRICT and the Board of Trustees of COLLEGE.
- B. **Term of Agreement; Non-Assignability.** This initial term of this Agreement shall commence on the Effective Date and expire automatically on June 30, 2023, but may be mutually extended by the parties for subsequent one (1) year terms. This Agreement is not transferable or assignable by the Parties. There are no third-party beneficiaries to this Agreement.
- C. **Termination.** Either Party shall have the right to terminate this Agreement at the end of any semester during the initial term and any extension thereof, in whole or in part upon providing written notice of termination to the other Party at least 30 days prior to the last day of student attendance in any such semester.
- D. **Notices.** All notice required pursuant to this Agreement shall be sent by means capable of providing a confirmation of receipt, including (a) deposit with postage pre-paid in the U.S. mail, certified and return receipt requested, (b) personal service, or (c) facsimile transmittal, to the Parties at their addresses set out below or as otherwise specified in writing to one another. All notices mailed shall be deemed effective three days after mailing.

If to DISTRICT:

Rockford Public School District No. 205

Att'n: Superintendent  
501 7th St.  
Rockford, IL 61104

Facsimile: (815) 972-3404

DISTRICT No. 511  
Att'n: Chief Academic Officer  
3301 North Mulford Rd.  
Rockford, IL 61114  
Facsimile: (815) 921-6974

with a copy to counsel;

Lori Hoadley  
Rockford Public Schools  
501 7<sup>th</sup> St.  
Rockford, IL 61104  
Facsimile: (815) 966-3905  
Email: [Lori.Hoadley@rps205.com](mailto:Lori.Hoadley@rps205.com)

with a copy to counsel:

Joseph J. Perkoski  
Robbins-Schwartz  
55 W. Monroe St. – Suite 800  
Chicago, IL 60603-5144  
Facsimile: (312) 332-7768  
Email: [jperkoski@robbins-schwartz.com](mailto:jperkoski@robbins-schwartz.com)

If to COLLEGE:

Illinois Community COLLEGE

- E. **Amendments.** No change, modification or amendment to this Agreement shall be valid unless reduced to writing and approved by the Parties' respective governing boards.
- F. **Good Faith and Dispute Resolution.** The Parties agree to use their best, good faith efforts to promote and operate the Senior Semester program. In the event of a dispute arising under this Agreement which cannot be resolved informally by the Parties' designated representatives and the Parties' respective governing boards, the Parties agree to first engage in non-binding mediation to resolve the conflict. If mediation is unsuccessful, the Parties may, by subsequent written agreement, elect to engage in binding arbitration pursuant to the procedures of the American Arbitration Association, in lieu of litigation.
- G. **Severability.** If for any reason any provision of this Agreement is determined by a court or an arbitrator to be invalid or unenforceable, that provision shall be deemed severed and the balance of the Agreement shall otherwise remain in full force and effect.

The failure of a Party to this Agreement to insist upon strict and prompt performance of the terms and conditions shall not constitute or be construed as a waiver or relinquishment of that Party's right thereafter to enforce any such term or condition, but the same shall continue in full force and effect.

- H. **Governing Law.** This Agreement shall be governed by and interpreted according to the laws of the State of Illinois.
- I. **Signature In Counterparts.** This Agreement may be executed in counterparts, each of which shall be an original, but all of which shall constitute on and the same instrument. Counterparts may be exchanged in PDF format by email.

**WHEREFORE,** the Parties by their respective officers have executed this Agreement on the dates set forth below.

**Board of Education  
Rockford Public School  
District No. 205  
Boone-Winnebago  
County, Illinois**

\_\_\_\_\_  
**President**

*Jane B. Maxwell*  
**President**

\_\_\_\_\_  
**Secretary**

*Jane Stanford*  
**Secretary**

\_\_\_\_\_  
**Date**

*7-08-2022*  
**Date**

**Board of Trustees  
Illinois Community  
COLLEGE District No. 511  
Winnebago County, Illinois**



**APPENDIX A**  
**DISTRICT Senior Semester Program Process Procedures**

**Pre-Selection Criteria for DISTRICT High School Students**

1. Meet with the DISTRICT high school counselor regarding the selection process.
2. Must be in their high school junior year to apply for Senior Semester.
3. Have a minimum 3.0 cumulative high school GPA.
4. Be on track for high school graduation by the end of the junior year for the one semester program.
5. Completed one year of Algebra, one year of Geometry or Integrated Math 1 and Integrated Math 2 with a grade of "B" or higher in each semester by the end of the junior year.
6. Completed three years of English with a grade of "B" or higher in each semester by the end of the junior year.
7. Completed one year of Chemistry with a grade of "B" or higher in each semester by the end of the junior year.
8. Have a positive recommendation from the DISTRICT and school Principal and/or Counselor.
9. Have the permission of a parent or legal guardian.
10. Work with the DISTRICT high school counselor to complete steps outlined in Appendix B.
11. DISTRICT may implement additional pre-selection criteria above and beyond the minimum pre-selection criteria given above.

**APPENDIX B****DISTRICT Procedures to Fulfill Qualifications and Admissions**

Note: "ED of CCR" refers to Rockford Public Schools Executive Director of COLLEGE & Career Readiness. "Dean of EC" refers to Rock Valley College's Dean of Early College. "DISTRICT" refers to Rockford Public School DISTRICT 205. "RVC" refers to Rock Valley COLLEGE's Early COLLEGE Office.

1. DISTRICT determines list of students who are qualified.
2. DISTRICT Counselors determine who is Interested in applying for the Senior Semester Program.
3. DISTRICT interested students complete an RVC Application for Admission.
4. DISTRICT testing proctors will administer ACCUPLACER testing at DISTRICT campuses, or alternatively schedule a test date at the COLLEGE Testing Center (RVC Application for Admission must be completed no less than 1 week prior to testing.)
5. DISTRICT students will take the RVC Accuplacer placement test In Reading, English, and math or submit ACT/SAT scores for possible wavier of the placement test. DISTRICT students with disabilities shall be provided reasonable accommodations, consistent with policies of DISTRICT and COLLEGE.
6. DISTRICT students will be allowed one re-test in Reading, English, and Math during the Senior Semester Application period for a cost of \$5 per subject re-test. If testing is proctored at the high school, RVC will waive re-test fees.
7. RVC provides ACCUPLACER scores report to ED of CCR.
8. DISTRICT Counselors review and determine if students are ready for COLLEGE coursework as part of the RVC Senior Semester Program based on Accuplacer scores and/or SAT/ACT scores and pre-selection criteria.
9. DISTRICT staff will place student's data into a shared file that is compatible with MS Excel or Google Sheets format, with the RVC Student ID that contains all students who are qualified based on DISTRICT selection criteria.
10. DISTRICT Counselors update shared file with qualified DISTRICT Senior Semester students and alerts ED of CCR that file has been updated.
11. ED of CCR compiles list of all qualified DISTRICT Senior Semester students with RVC Student ID's and submits to COLLEGE.
12. COLLEGE will verify qualified students and send the confirmed report back to ED of CCR to complete the DISTRICT selection process.
13. DISTRICT based on number of slots available (not to exceed 20 spots), ED of CCR will select students based upon process outlined by DISTRICT.
14. After selection process is conducted, ED of CCR will send final and approved DISTRICT Senior Semester student list to **MTSS** and COLLEGE.
15. DISTRICT Counselors notify ALL students of award of placement into DISTRICT Senior

**Semester program OR placement on DISTRICT waiting list.**

16. COLLEGE sends welcome packet to DISTRICT students and request for transcripts to final and approved DISTRICT Senior Semester students.
17. Accepted DISTRICT students return completed welcome packet forms and transcripts to COLLEGE.
18. DISTRICT ED of CCR and or staff manages DISTRICT Senior Semester waiting list.
19. Students and DISTRICT Counselors are responsible for ensuring students will meet RPS 205 graduation requirements.
20. COLLEGE provides schedules to ED of CCR for students enrolled in the DISTRICT Senior Semester program.
21. ED of CCR distributes schedules to DISTRICT counselors.
22. ED of CCR works with DISTRICT students and COLLEGE on any changes to schedules offered to the DISTRICT.
23. COLLEGE provides students access to college advisors to assist with scheduling, as needed
24. When a student scheduling change is requested by the DISTRICT or the DISTRICT student, the student submits the "RVC Schedule Change Form" to DISTRICT Counselor for approval.
25. If approved, DISTRICT Counselor submits the signed "RVC Schedule Change Form" to ED of CCR for processing to the COLLEGE Dean of EC.
26. COLLEGE provides student transcripts to ED of CCR for semester completed by participating students within two weeks of final grades posting.

## APPENDIX C

### Senior Semester Academic Conduct Policies

All *Senior Semester* students at Rock Valley College (RVC) are expected to demonstrate qualities of integrity, honesty, civility, and respect in their conduct, both in and out of the classroom. All RVC policies can be viewed in the [Student Handbook](#) found on our website: [www.rockvalleycollege.edu](http://www.rockvalleycollege.edu). Adherence to all policies is essential and required to remain in the *Senior Semester* program.

#### **ADVISING & COMMUNICATION**

*Senior Semester* students are expected to:

- Meet with your high school program counselor for high school graduation and semester schedules.
- Only add or drop classes with your high school program counselor.
- Meet with an RVC Advisor for matters relating to RVC enrollment.
- Respond to communication via RVC Mail and EAGLE accounts on a daily basis.
- Keep all scheduled appointments.

#### **ATTENDANCE POLICY**

Students are expected to attend every class meeting and arrive on time. There is no college policy permitting absences. Each faculty member will decide when and how absences affect grades. It is the responsibility of the student to adhere to the course syllabus. If a student needs to miss class, they must contact their instructor and their home high school office.

#### **MAINTAINING ACADEMIC INTEGRITY**

Please refer to page 47 of the Student Handbook: <http://www.rockvalleycollege.edu/studenthandbook>

#### **ACADEMIC EARLY WARNING**

Transitioning from high school to college can be a challenge and students may find it difficult to adjust. The Early Warning System is designed to assist students by alerting the Dean of Students office of any student who misses class or struggles academically within the first few weeks of school. This early intervention is intended to make a difference in the student's academic performance before midterm and set a pattern of success for the rest of the semester.

Assistance to improve academic performance is available by taking advantage of the following:

- Meet with instructors to review course expectations and create a plan of action. Instructor office hours can be found on the course syllabus.
- Visit the Tutoring Center, Writing Center, and/or Math Lab for instruction, tutoring, and study skills enhancement. These services are free to RVC students.

#### **DISMISSAL FROM PROGRAM**

*Senior Semester* students may be dismissed from the program as a result of *any* of the following:

- Demonstration of behavior and/or attitudes that undermine the integrity and privilege of program participation, as deemed by RVC and/or the participating School District.
- Violation of any of the [Code of Conduct policies](#) and/or [Academic Misconduct policies](#).

**Appendix D**  
**Senior Semester Program Course Offerings 2022-2023**  
**Senior Semester Courses Approved to be taken at an RVC Campus**

Allied Health					
RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
FWS-110	Fitness Walking	1			
FWS-116	Step Aerobics	1			
FWS-119	Cardio Kickboxing	1			
FWS-121	Cardio Fitness & Conditioning	1	16021U	Cardio Fitness & Conditioning	1
FWS-126	Beginning Weight Lifting	1	16399U	Beginning Weightlifting	1
FWS-127	Advanced Weight Lifting	2			
FWS-128	Sports Performance Fitness	1			
FWS-131	Basketball & Touch Football	1			
FWS-133	Power Volleyball	1	16018U	Power Volleyball	1
FWS-151	Tae Kwon Do	1	16019U	Tae Kwon Do	1
FWS-220	Intro Career Opportunity in PE	3			
FWS-231	Contemporary Health Issues	3			
FWS-233	Community Health	3			
FWS-235	Alcohol and Drug Education	3			
FWS-236	Human Sexuality	3			
FWS-237	Nutrition for Optimum Living	3	16020U	Nutrition for Optimum Living	1
FWS-243	First Aid/Gen Safety/CPR/AED	3	16015U	First Aid and General Safety	1
FWS-250	Introduction Sport Management	3	0668U	Intro to Sports Management	1
FWS-253	Introduction to Coaching	3			
FWS-254	ASEP Sport First Aid and CPR	3			
FWS-255	Sociology of Sport	3			
FWS-256	History of Phy Ed & Sport	3			
FWS-258	Sport & Exercise Psychology	3			
FWS-260	Intro to Exercise Science	3			
FWS-261	Nutrition for Fitness&Sport	3			
FWS-263	Nutrit, Exercise & Weight Cntr	3			

FWS-265	Personal Fitness and Wellness	3			
FWS-266	Personal Trng I-Concepts&Appl	3			
FWS-267	Persnl Trng II-Concepts&Appl.	3			
HLT-110	Medical Terminology	2	21513U	Medical Terminology	2
HLT-110	Medical Terminology	2	50111U	Medical Terminology	1

Business					
RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
ATG-110	Financial Accounting	4	13467U	Calc for Bus & Social Studies	1
ATG-111	Managerial Accounting	4			
BUS-101	Introduction to Business	3	21150U	Introduction to Business	1
BUS-103	Business Mathematics	3			
BUS-105	Consumer Econ and Prsnl Fin	3			
BUS-130	Entrepreneurship Principles	3			
BUS-131	Entrepreneurship Planning	3			
BUS-170	Intro Organizational Behavior	3	12414U	Intro Organizational Behavior	1
BUS-200	Legal Environment in Bus	3			
BUS-223	Business Statistics	3			
BUS-230	Entrepreneurship Capstone	3			
BUS-279	Principles of Finance	3			
BUS-282	International Business	3			
MGT-170	Business Communications	3			
MGT-270	Principles of Management	3			
MGT-271	Human Resource Manage	3			
MGT-274	Leadership	3			
MKT-260	Principles of Marketing	3	21145U	Principles of Marketing	1
MKT-265	Salesmanship	3			
MKT-266	Principles of Advertising	3			
MKT-288	Customer Relations	3			
OFF-118	Computer Keyboarding	1	21120U	Keyboarding	1

### Communications

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
COM-113	Intro to Public Relations	3			
COM-119	News Writing	3			
COM-120	News Editing	3			
COM-130	Intro to Mass Communication	3	10672U	Intro to Mass Communication	1
COM-140	Writing for Multimedia	3			
COM-156	Audio Production I	3	15183U	Audio Production I	1
COM-157	Video Production I	3	15184U	Visual Production I	1
COM-208	Screenwriting	3			
COM-218	Broadcast Performance	3			
COM-221	Photojournalism	3			
COM-251	Film History and Appreciation	3	15113U	Fim History and Appreciation	1
COM-252	International History of Film	3	15430U	International History of Film	1
COM-256	Advanced Audio Production	3	15185U	Advanced Audio Production	1
COM-257	Advanced Video Production	3	15186U	Advanced Video Production	1
COM-260	Advanced Post-Production	3			
COM-296	Documentary Production	3			
COM-297	Motion Picture Production	3			
ENG-101	Composition I	3	10300U	English 11	2,2
ENG-101	Composition I	3	10400U	English 12	2,2
ENG-103	Composition II	3	10420U	Composition II	2
ENG-108	Intro Creative Writing	3			
ENG-109	Creative Writing II	3			
ENG-110	Intro to Technical Writing	3			
ENG-200	Language, Power & Public Life	3			
LIT-101	Introduction to Literature	3	10124U	Intro to Literature	1
LIT-139	Mythology	3	10120U	Mythology	2
LIT-140	The Bible As Literature	3	10310U	The Bible as Literature	1
LIT-141	Film and Literature	3			
LIT-142	Exploring Literature: Poetry	3	10676U	Exploring Literature - Poetry	1
LIT-144	Exploring Literature: Fiction	3	10119U	Exploring Literature - Fiction	1

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LIT-152	Multicultural American Lit	3			
LIT-154	Intro Non-Western Literature	3	10123U	Intro to NonWestern Literature	1
LIT-201	American Lit Before 1865	3	10118U	Amer Lit Col Days to Civil War	2
LIT-202	American Literature Since 1865	3			
SPH-131	Fundamentals of Communication	3	10676U	Fundamentals of Communication	1
SPH-201	Interpersonal Communication	3			
SPH-202	Intercultural Communication	3			
SPH-211	Group Leadership	3			

### Computers and Information Systems

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
CIS-102	Intro Computer & Info Systems	3	13447U	Intro Computers & Info Systems	1
CIS-120	Intro to Microsoft Word	1			
CIS-121	Introduction to Excel	1			
CIS-124	Introduction to Powerpoint	1			
CIS-130	Introduction to Access	2			
CIS-170	Programming Logic & Design	3	13445U	Programming Logic & Design	1
CIS-180	Intro to Visual Basic Prgrmng.	4	13444U	Intro to Visual Basic Prgrmng	1
CIS-240	Intro to Java Programming	4	13448U	Computer Science A	2
CIS-245	Program Android-Mobile Devices	4			
CIS-254	Database Programming	4			
CIS-276	Intro to C/C++ Programming	4	13449U	Intro to C/C++ Programming	2
CIS-277	Advanced C/C++ Programming	4			
CIS-279	Visual C# Programming	4			
CIS-280	Program iOS Apple Mobile Dev	4			
CIS-290	Special Topics in CIS	1			
CIS-291	Internship Field Project	1			
GAT-101	Intro to Graphic Arts Tech	4	51102U	Graphic Arts Technology	2
GAT-110	Introduction to Photoshop	2	15181U	Introduction to Photoshop	1
GAT-115	Introduction to Illustrator	2	15182U	Introduction to Illustrator	1



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GAT-150	Typography	2			
GAT-178	Fundamentals of Desktop Publis	3			
GAT-190	Image Generation and Output	2			
GAT-215	Advanced Illustrator	2			
GAT-220	Adv Photoshop Grap Arts Indus.	3			
PCT-110	Networking Essentials	3			
PCT-111	Windows Active Directory	3			
PCT-112	Windows Server Fundamentals	3			
PCT-113	Microsoft Win Infrastructure	3			
PCT-120	Cisco Networking I	4	21223U	Cisco Networking I	
PCT-122	Cisco Networking II	4	21224U	Cisco Networking II	
PCT-124	Cisco Networking III	4	21225U	Cisco Networking III	
PCT-126	Cisco Networking IV	4	21226U	Cisco Networking IV	
PCT-130	Intro Network Security Fndmntl	3			
PCT-132	Advanced Network Security	3			
PCT-140	IP Telephony I	4			
PCT-142	IP Telephony II	4			
PCT-211	VMWare vSphere:Install/Config	3			
PCT-262	A+ Essentials	3			
PCT-270	Introduction to Unix/Linux	3			
PCT-275	Cisco Firewall Design	4			
PCT-290	Special Topic in PC Tech	1			
WEB-101	Programming Related-Internet	4	15159U	Fundamentals of Web Design	2
WEB-102	Adv Program Related - Internet	4			
WEB-111	Introduction to Multimedia	3			
WEB-225	Digital Photography	3			
WEB-233	Introduction to Javascript	4			
WEB-234	PHP Programming	4			

**Engineering and Technology**

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
EGR-101	Introduction to Engineering	2	12551U	Introduction to Engineering	1

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EGR-135	Engineering Graphics/CAD	4	21553U	Engineering Graphics/CAD	1
EGR-206	Statics	3	12554U	Statics (Engineering)	1
EGR-207	Dynamics	3	12555U	Dynamics (Engineering)	1
EGR-221	Elem Mech of Defmabl Bodies	3			
EGR-231	Engineering Circuit Analysis	4	12556U	Engineering Circuit Analysis	1
EGR-250	Digital Electronics	4			

### Humanities / Fine Arts

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
ART-101	Drawing and Composition I	3	15118U	Drawing and Composition 1	1
ART-102	Drawing and Composition II	3			
ART-103	Design I	3			
ART-111	Painting I	3			
ART-121	Ceramics I	3	15170U	Ceramics	1
ART-122	Ceramics II	3			
ART-131	Introduction to Visual Art	3	15117U	Intro to Visual Arts	2
ART-141	Intro Non-Western Visual Art	3	15111U	Intro to NonWestern Visual Art	1
ART-201	Life Drawing	3			
ART-203	Design II	3			
ART-212	Painting II	3			
ART-216	Relief Printmaking	3			
ART-251	History of Art I	3	15112U	History of Art I	1
ART-252	History of Art II	3	15116U	History of Art II	1
CRM-101	Intro to Criminal Justice	3		Intro to Criminal Justice	2
CRM-102	Intro to Probation & Parole	3			
CRM-103	Intro to Corrections	3			
CRM-104	Intro to Private Security	3			
CRM-105	Police Report Writing	3			
CRM-120	Criminal Investigation	3	17209U	Criminal Investigation	1
CRM-120	Criminal Investigation	3		Criminal Investigation	2
CRM-125	Criminal Proced & Civil Rights	3			
CRM-127	Ethics in Law Enforcement	3			

CRM-210	Criminal Law	3			
CRM-225	Juvenile Procedures	3			
CRM-260	Police Organization & Admin	3			
CRM-271	Patrol Procedures	3			
CRM-281	Rules of Evidence	3			
CRM-282	Interviews & Interrogations	3			
ECE-100	Intro to Early Childhood Ed.	3	21323U	The Child Care Worker	2
ECE-101	The Developing Child	3	21315U	The Developing Child	
ECE-103	Health, Safety & Nutrition of Young Child	3	21322U	Health. Safety Nutri Child Ed	1
ECE-105	Observation and Assessment of Young Children	3			
ECE-113	Infant and Toddler Curriculum	3			
ECE-201	Language Development	3			
ECE-202	Child, Family & Community	3			
ECE-203	Curriculum Plan-Young Child	3			
ECE-205	Org & Superv-Early Child Facil	3			
EDU-202	Children's Literature	3	21316U	Children's Literature	1
EDU-224	Introduction to Education	3	12480U	Intro to Education	1
EDU-234	Intro Technology for Teachers	3			
EDU-244	Students With Disabilities	3			
FRN-101	Beginning French	4			
FRN-102	Continuatn of Begng French	4			
GRM-101	Beginning German	4			
GRM-102	Continuatn of Begng German	4	11203U	German 2	2
HUM-111	Intro to Humanities I	3	12409U	Intro to Humanities I	2
HUM-112	Intro to Humanities II	3	12413U	Intro to Humanities II	2
HUM-114	Intro Hum III:Contem West Wrl	3			
HUM-125	Intro Non-Western Humanities	3	12420U	Intro Non-Western Humanities	1
HUM-211	War & West Hum Thru Mid Ages	3	12421U	War & Western Hum thru Mid Age	2
HUM-212	War & W.Hum-Renaiss to Present	3	12422U	War & W. Hum-Renaiss to Present	1
HUM-250	Leadership Development Stud	3			
MUS-101	Fundamentals of Music	3			

MUS-102	Intro to Music Literature	3	15245U	Intro to Music Literature	1
MUS-104	Intro to American Music	3	15244U	Intro to American Music	2
MUS-106	Intro to Non-Western Music	3	15110U	Intro to NonWestern Music	1
MUS-131	Class Piano I	2	15248U	Class Piano I	1
MUS-132	Class Piano II	2			
MUS-191	Chorus I	1			
MUS-194	Instrumental Ensemble I	1			
MUS-195	Band I	1	15247U	Band I	1
MUS-198	Orchestra I	1			
MUS-294	Instrumental Ensemble II	1			
MUS-295	Band II	1			
MUS-298	Orchestra II	1			
PHL-150	Intro to Philosophy	3	12430U	Intro to Philosophy	1
PHL-151	Intro Non-Western Philosophy	3			
PHL-152	Environmental Ethics	3	10685U	Environmental Ethics	1
PHL-152	Environmental Ethics	3	12454U	Environmental Ethics	1
PHL-153	Medical Ethics	3			
PHL-154	Introduction to Religion	3			
PHL-155	World Religions	3	12138U	World Religions	1
PHL-156	Religion in American Society	3	12433U	Religion in American Society	1
PHL-157	Foundational Religious Texts	3			
PHL-255	Logic	3	12432U	Logic	1
PHL-256	Contemporary Moral Issues	3	12431U	Contemporary Moral Issues	1
PHL-260	Philosophy of Religion	3			
SPN-101	Beginning Spanish	4	11102U	Beginning Spanish	1
SPN-102	Continuation Beginning Spanish	4			
SPN-203	Intermediate Spanish	3			
SPN-204	Continue Intermediate Spanish	3			
THE-133	Introduction to the Theater	3	15423U	Introduction to Theater	1
THE-134	Stagecraft & Theater Lighting	3			
THE-135	Acting I	3	15100U	Acting I	1
THE-235	Acting II	3	15440U	Acting II	1

## Life Sciences

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
BIO-100	Introductory Human Biology	3	14210U	Intro to Human Biology	1
BIO-103	Introductory Life Science	3	14220U	Introductory Life Sciences	2
BIO-104	Intro Life Science Lab	1	14221U	Introductory Life Sciences Lab	1
BIO-106	Environmental Science	3	14203U	Environmental Biology	1
BIO-107	Environmental Biology Lab	1	14204U	Environmental Biology Lab	0.5
BIO-113	Plants and Society	4	14225U	Plants and Society	1
BIO-140	Introduction to Evolution	3			
BIO-150	Microbes and Society	3	14213U	Microbes and Society	1
BIO-152	Microbes & Society Laboratory	1	14223U	Microbes & Society Lab	1
BIO-162	Human Heredity	3	14293U	Human Heredity	1
BIO-171	Biology of Human Disease	3	14215U	Biology of Human Disease	1
BIO-185	Foundations Anat & Physiol	5	14214U	Foundations Anat and Physical	2
BIO-201	Fundamentals of Biology I	4	14211U	Fundamentals of Biology I	1
BIO-202	Fundamentals of Biology II	4	14212U	Fundamentals of Biology II	1
BIO-274	Microbiology	4	14227U	Microbiology	1
BIO-281	Anatomy and Physiology I	4			
BIO-282	Anatomy and Physiology II	4	14620U	Human Anat & Physiology II	1

## Mathematics

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
MTH-115	General Education Math	3	13459U	General Math Education	2
<b>MTH-120</b>	<b>College Algebra</b>	3			
MTH-125	Plane Trigonometry	3	13412U	Trigonometry	2
<b>MTH-220</b>	<b>Elements of Statistics</b>	3			
MTH-132	College Algebra & Trigonometry	5			
MTH-135	Calculus W/Analytic Geom I	5	13460U	Calculus 1	1
MTH-135	Calculus W/Analytic Geom I	5	13462U	Calculus I	2
MTH-164	Computer in Mathematics C/C++	4			
MTH-211	Calc for Business & Soc Scienc	4			

MTH-216	Math for Elem Teachers I	3	13466U	Math for Elementary Teachers	1
MTH-217	Math for Elem Teachers II	3	13468U	Math for Elem Teachers II	2
MTH-220	Elements of Statistics	3			
MTH-235	Calculus W/Analytic Geom II	4	13463U	Calculus II	2
MTH-236	Calculus W/Analyt Geom III	4	13464U	Calculus III	2
MTH-240	Differential Equations	3	13465U	Differential Equations	1
MTH-250	Modern Linear Algebra	4			

### Physical Sciences

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
ATS-105	Intro to Atmospheric Science	4	14525U	Intro to Atmospheric Science	1
CHM-110	General Organic & BioChem I	4	14333U	General Organic & Biochem I	1
CHM-120	General Chemistry I	4	14320U	General Chemistry I	2
CHM-130	General Chemistry II	4	14335U	General Chemistry II	2
CHM-210	General, Organic & BioChem II	4	14336U	General Organic & Biochem II	1
CHM-220	Organic Chemistry I	5	14334U	Organic Chemistry I	2
CHM-230	Organic Chemistry II	5			
CHM-240	General Biological Chemistry	3			
GEL-101	Introduction to Geology	4	14530U	Introduction to Geology	1
GEL-107	Geology of the Solar System	3	14531U	Geology of the Solar System	1
GEL-206	Environmental Geology	3			
PGE-100	Physical Geography	3			
PGE-102	Physical Geography With Lab	4	14110U	Physical Geography with Lab	1
PGE-240	Global Climate Change	3			
PHY-201	Mechanics and Heat	5	14422U	Mechanics and Heat	2
PHY-202	Waves/Elec/Light & Modrn Phys	5	14423U	Waves Elect. & Modern Physics	2
PHY-215	Mechanics, Wave Motion, Thermo	5	14420U	Mechanics. Wave Motion. Thermo	
PHY-225	Electr, Magnetism, Light, Phys	5	14421U	Elect Mag Light & Modern Physics	2

### Social Sciences

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
ANP-102	Intro Biolo Anthro & Archaeol	3	12460U	Intro Biological Anth & Arch	1
ANP-103	Intro to Cultural Anthro	3	12461U	Intro to Cultural Anthropology	1
ECO-101	Introduction to Economics	3	12220U	Introduction to Economics	2
ECO-110	Principles of Economics:Macro	3	12235U	Principles of Macroeconomics	1
ECO-111	Principles of Economics:Micro	3	12236U	Principles of Mircoeconomics	1
GEO-130	World Geography	3			
HST-140	History of Western Civ I	3	12154U	History of Western Civ I	
HST-141	History of Western Civ II	3	12153U	History of Western Civ II	
HST-142	History of U S to 1865	3	12150U	US Pre 1865	2
HST-143	History of U S Since 1865	3	12139U	US Post 1865	2
HST-144	Current Hist 1945 to Present	3			
HST-151	African History Survey to 1600	3			
HST-152	African Hist Survey Since 1600	3	112306U	African History Survey Since 1600	1
HST-162	History of Latin America I	3			
HST-163	History of Latin America II	3			
HST-172	History of Middle East to 1453	3			
HST-173	History Middle East Since 1453	3			
HST-182	Hist of Eastern Civ to 1500	3			
HST-183	Hist of East Civ Since 1500	3	12155U	History Eastern Civ Since 1500	1
HST-192	History of World Until 1750	3			
HST-193	Hist of the World Since 1750	3	12165U	History of the World Since 1750	1
HST-210	History of Women of the U.S.	3	12152U	History of Women of the US	1
PSC-150	Intro to Political Science	3	12209U	Intro to Political Science	1
PSC-160	American National Government	3	12219U	Government	2
PSC-161	State and Local Government	3			
PSC-210	Intro to Legal System	3			
PSC-211	The American Presidency	3			
PSC-269	International Relations	3			
<b>PSY-170</b>	<b>General Psychology</b>	<b>3</b>			

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SOC-190	Introduction to Sociology	3	12410U	Sociology	2
SOC-290	Social Problems	3			
SOC-291	Criminology	3			
SOC-292	Sociology of Deviance	3			
SOC-294	Urban Sociology	3			
SOC-295	Racial and Ethnic Relations	3	12411U	Racial and Ethnic Relations	1
SOC-298	Sociology of Sex and Gender	3			
SOC-299	Sociology of the Family	3	12414U	Marriage and the Family	1

STU Student Development					
RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
STU-100	Planning for Success	1	17210U	Planning for Success	0.5
STU-101	Career Planning	2			
STU-103	Workplace Ethics	1			



## Calling Election for Members of the Board of Trustees

**Background:** The Consolidated Election for members of the Board of Trustees of Community College District No. 511 is required to be held on April 4, 2023. At this election, two Board members shall be elected for a term of six years each. Said election shall be conducted by the County Clerks of the Counties within this District and the Board of Election Commissioners of the City of Rockford in the manner provided in the “Illinois Election Code” for conducting such elections.

The first day to circulate nominating petitions is September 20, 2022.

The filing period for filing statements of candidacy and nominating petitions with the Secretary of the Board or designated representative for the April 4, 2023 Consolidated Election is December 12, 2022 through December 19, 2022 between the hours of 8:30 a.m. and 4:30 p.m. \*

**Recommendation:** The Rock Valley College Board of Trustees shall call an election for members of the Community College Board to be held Tuesday, April 4, 2023, to elect two board members for a term of six years each. The Board of Trustees also appoints the Chief Financial Officer and staff as the Board’s designated representative to receive the statements of candidacy, nominating petitions, and election results from the various local election authorities and to transmit the results to the Board of Trustees within the time permitted by law (110 ILCS 805/3-7. 10).

Statements of candidacy and nominating petitions shall be filed in the Financial Services office in the Support Services Building at Rock Valley College, 3301 N. Mulford Road, Rockford, Illinois, between the hours of 8:30 a.m. and 4:30 p.m. CST each day except Saturdays, Sundays, and legal holidays beginning on December 12, 2022 and ending December 19, 2022.\* Names of the candidates shall be submitted to the voters in the order determined by the applicable provisions of the Illinois Election Code.

\* Filing dates were provided verbally by the Illinois State Board of Elections pending publication of the 2023 Candidate’s Guide.

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Howard J. Spearman, Ph.D.  
President

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

## Personnel Report

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

### A. APPOINTMENTS

Grant Schubert, Executive Director of Industrial Development, Full-Time, ADM, Grade F, \$100,000, effective August 15, 2022.

Bruce Shapiro, Math Instructor, Temporary Full-Time Faculty, Lane VII, Step 10, \$39,007 effective August 13, 2022 for Fall semester 2022 only.

Lori Mack, Executive Director of Finance, Full-Time, ADM, Grade E, \$100,000, effective September 6, 2022.

### B. DEPARTURES

None to report.

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Howard J. Spearman, Ph.D.  
President

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

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### B. DEPARTURES

None to report.

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Howard J. Spearman, Ph.D.  
President

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

**Student Trustee Report**  
**Ryan Russell, Student Trustee**  
**Board of Trustees Meeting August 23, 2022**

RVC staff have been working hard the last couple weeks with multiple different events to engage with first-year students.

Students are now back in class and campus is back to being busy daily.

Welcome Week is in full swing with events happening daily and lots of opportunities on campus for students to connect with others and become more comfortable with RVC. One highlight of Welcome Week is the Student Life Leadership training which will take place in the Atrium on August 26 from 9am to 4pm. These trainings are good for leaders of groups on campus to build on the fundamental skills of running a well-organized organization.

Looking forward to September 7, there will be the joint career fair with Rockford University at the PEC. This is a good item to note for students who are not sure of a career and want to get more information on different choices.

As we know, because college can be tough to manage at times and become stressful, there will be a Mental Health Checkup Day on September 19 from 11am to 1pm at the Student Center HUB.

Sports will be in full swing as well with men's golf first year back starting on the 26<sup>th</sup> at Park Hills. Coach Graber is looking forward to bringing back the golf culture and building a great team.

**Rock Valley College Board of Trustees  
Freedom of Information Act Report  
7/15/2022 – 8/15/2022**

No FOIA requests for this time period.