

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

**ROCK VALLEY COLLEGE BOARD OF TRUSTEES REGULAR MEETING  
5:30 p.m., February 27, 2024**

**MINUTES**

**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 in Room 0214 (Performing Arts Room) in the Educational Resource Center (ERC) on Tuesday, February 27, 2024. The meeting was called to order by Board Chair Gloria Cardenas Cudia at 5:30 p.m.

**Roll Call**

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

Ms. Gloria Cardenas Cudia	Mr. Bob Trojan
Mr. Paul Gorski	Mr. John Nelson
Ms. Crystal Soltow	Ms. Kristen Simpson
Mr. Richard Kennedy	Student Trustee Juan Noguera

Also in attendance: Dr. Amanda Smith, Vice President of Academic Affairs/Chief Academic Officer; Ms. Ellen Olson, Vice President of Finance/Chief Financial Officer; Dr. Hansen Stewart, Vice President of CTE and Workforce Development; Ms. Heather Snider, Vice President of Institutional Effectiveness and Communications; Mr. Jim Handley, Vice President of Human Resources; Mr. Keith Barnes, Vice President of Equity and Inclusion; Dr. Patrick Peyer, Vice President of Student Affairs; Mr. Rick Jenks, Vice President of Operations/Chief Operations Officer; Ms. Ann Kerwitz, Assistant to the President; Ms. Betsy Saucedo, Assistant to the President; Attorney Matthew Gardner, Robbins Schwartz.

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

The anticipated request from a trustee to attend via teleconference was not needed.

**Communications and Petitions (Public Comment)**

Mr. Michael Kern, nursing student at RVC, addressed the trustees regarding his position within the Nursing program.

Mr. Paul Nolley, executive director at Project First Rate, addressed the trustees in support of reducing the amount for construction contracts under the Responsible Bidder Compliance.

Mr. Dan Weksler, policy analyst at Indiana, Illinois, and Iowa Foundation for Fair Contracting, addressed the trustees in support of reducing the amount for construction contracts under the Responsible Bidder Compliance.

Mr. Marcus Jordan, DEI outreach coordinator at Indiana, Illinois, and Iowa Foundation for Fair Contracting, addressed the trustees in support of reducing the amount for construction contracts under the Responsible Bidder Compliance.

**Recognition of Visitors**

There were no visitors to be recognized.

**General Presentations**

There were no general presentations.

**Approval of Minutes**

A motion was made by Trustee Trojan, seconded by Trustee Soltow, to approve the minutes of the January 20, 2024 Committee of the Whole meeting and the January 30, 2024 Special meeting. There was no discussion. Trustees Kennedy, Simpson, Soltow, Trojan, and Cudia voted yes. Trustees Gorski and Nelson voted no. Student Trustee Nogueta voted yes (advisory). The motion was approved by majority roll call vote.

**Action Items**

**1. BR 8132 - Claims Sheet - January 2024**

The Board Report reads in part: It is recommended that the Board of Trustees approves the claims sheets from the Ellucian check register for the period from January 1, 2024 to January 31, 2024. The total is \$1,766,000.74.

A motion was made by Trustee Trojan, seconded by Trustee Soltow, to approve Board Report 8132. There was no discussion. Trustees Gorski, Kennedy, Simpson, Soltow, Trojan, and Cudia voted yes. Trustee Nelson voted no. Student Trustee Nogueta voted yes (advisory). The motion was approved by majority roll call vote.

**2a. BR 8133-A - Purchase Report-A - FY2024 Amendments**

The Board Report reads in part: It is recommended that the Board of Trustees approves the marked items for purchase on Board Report 8133-A, Purchase Report-A.

- |             |   |
|-------------|---|
| \$ 2,500.00 | A. Brightly (formerly Dude Solutions), Cary, NC               |
| \$ 6,000.00 | B. Critical Environments Professionals, Arlington Heights, IL |

A motion was made by Trustee Trojan, seconded by Trustee Soltow, to approve Board Report 8133-A. There was no discussion. The motion was approved by unanimous roll call vote.

**2b. BR 8133-B - Purchase Report-B - FY2024 Purchases**

The Board Report reads in part: It is recommended that the Board of Trustees approves the marked items for purchase on Board Report 8133-B, Purchase Report-B.

- |                                 |   |
|---------------------------------|---|
| \$ 221,700.00                   | A. Boss Carpet One, Dixon, IL                   |
| \$ 13,300.00                    | B. Education Associates, Inc., Louisville, KY   |
| \$ 28,275.00                    | C. L&L Graphic Solutions, Itasca, IL            |
| \$ 11,000.00 - Not to Exceed    | D. Physician's Immediate Care, Carol Stream, IL |
| \$ 10,941.00                    | E. PluralSight, Dixon, IL                       |
| \$ 3,400,000.00 - Not to Exceed | F. Ringland-Johnson, Inc., Cherry Valley, IL    |
| \$ 19,085.50                    | G. Windstar Lines, Inc., Carroll, IA            |

A motion was made by Trustee Nelson, seconded by Trustee Gorski, to hold off on item F on Board Report 8133-B. Trustees Gorski and Nelson voted yes. Trustees Kennedy, Simpson, Soltow, Trojan, and Cudia voted no. Student Trustee Nogueta voted no (advisory). The motion failed by majority roll call vote.

Discussion ensued. The Trustees' questions and comments included:

- Mr. Nelson explained that he will be voting no on the entire purchase report because he does not know the process or the criteria that was used to select the Construction Manager at Risk.

A motion was made by Trustee Nelson, seconded by Trustee Gorski, to table Board Report 8133-B. Trustee Nelson voted yes. Trustees Gorski, Kennedy, Simpson, Soltow, Trojan, and Cudia voted no. Student Trustee Nogueta voted no (advisory). The motion failed by majority roll call vote.

Discussion ensued. The Trustees' questions and comments included:

- Mr. Gorski explained that he does not understand the process that was used to select the Construction Manager at Risk which is why he will be voting no.
- Mr. Trojan explained that there was discussion on the process during the Committee of the Whole meeting on Saturday, January 20, 2024. Over 80 Request for Qualifications (RFQs) were released to the public. After, there were three finalists who were invited for an in-person interview. The selection committee used a scoring matrix to score each of the finalists, and they selected Ringland-Johnson Inc. as the Construction Manager at Risk. Trustees Trojan and Kennedy were a part of the selection committee.
- Mr. Gorski stated that he would have liked to have known the criteria that was used to select the Construction Manager at Risk.
- Mr. Nelson stated that for the Advanced Technology Center (ATC), the Board of Trustees interviewed the finalists for the construction contract. Therefore, the same process should have been followed for the Downtown Campus.
- Mr. Gorski and Ms. Simpson stated that there was a presentation on the process to select the Construction Manager at Risk during the Committee of the Whole meeting on Saturday, January 20, 2024. However, there was no discussion or vote on the topic.

A motion was made by Trustee Trojan, seconded by Trustee Soltow, to approve Board Report 8133-B. Trustees Kennedy, Simpson, Soltow, Trojan, and Cudia voted yes. Trustees Gorski and Nelson voted no. Student Trustee Nogueta voted yes (advisory). The motion was approved by majority roll call vote.

### **3. BR 8134 - FY2025 Student Activity Fee Increase and Out-of-District and Out-of-State Tuition Calculation Process**

The Board Report reads in part: It is recommended that the Board of Trustees approves a \$2.00 per credit hour Student Activity Fee increase, effective July 1, 2024, FY2025. It is further recommended that the Board of Trustees approves:

1. Setting the out-of-district tuition rate at a minimum of 1.5 times the highest in-district tuition rate at any of Rock Valley College's neighboring contiguous Illinois community college districts.
2. Setting the out-of-state tuition at the greater of 1.67 times the in-district tuition rate or the out-of-district tuition rate at 1.5 times the highest in-district tuition at any of its neighboring contiguous Illinois community college districts.

A motion was made by Trustee Trojan, seconded by Trustee Soltow, to approve Board Report 8134. Vice President Olson clarified that only the process for calculating the out-of-district and out-of-state tuition will be changing. For FY2024, the out-of-district tuition is \$325.00 per credit hour and the out-of-state tuition is \$694.00 per credit hour. For FY2025, the out-of-district and out-of-state tuition will be \$226.50 per credit hour and the tuition would change every year based on the calculation process. This would decrease the budget by about \$160,000.00, but the difference would be made up in enrollment. Trustees Gorski, Kennedy, Simpson, Soltow, Trojan, and Cudia voted yes. Trustee Nelson passed, then voted yes. Student Trustee Nogueta voted yes (advisory). The motion was approved by unanimous roll call vote.

### **4. BR 8135 - Board Policy 5:10.120 Purchasing**

The Board Report reads in part: It is recommended that the Board of Trustees approves and ratifies the updated Purchasing Board Policy 5:10.120 to align with the Illinois Community College Act, Chapter 110, Illinois Compiled Statutes, 805/3-27. **Attorney Reviewed.**

A motion was made by Trustee Trojan, seconded by Trustee Gorski, to approve Board Report 8135. Attorney Matthew Gardner explained that the purchase policy presented was the same document that was presented during the Regular Board meeting on Tuesday, January 30, 2024.

A motion was made by Trustee Gorski, seconded by Trustee Nelson to amend the Purchasing Board Policy. Attorney Matthew Gardner clarified that the amendment would be to reduce the amount for construction contracts from \$150,000.00 to \$25,000.00 under the Responsible Bidder Compliance section of the Board Policy. Trustees Gorski, Kennedy, Nelson, Simpson, Soltow, and Trojan voted yes. Trustee Cudia voted no. Student Trustee Nogueta voted yes (advisory). The motion was approved by majority roll call vote.

A motion was made by Trustee Gorski, seconded by Trustee Nelson to approve Board Report 8135, and Purchasing Board Policy 5:10.120, as amended. There was no discussion. The motion was approved by unanimous roll call vote.

## **5. BR 8136 - Personnel Report**

The Board Report reads in part: It is recommended that the Board of Trustees approves the personnel actions listed on Board Report 8136.

A motion was made by Trustee Trojan, seconded by Trustee Nelson, to approve Board Report 8136. Vice President Smith clarified that Ms. Caroline Gulbrandsen, dean of health sciences, will be in charge of the Nursing Program as well as the other Health Science programs. Trustees Kennedy, Nelson, Simpson, Soltow, Trojan, and Cudia voted yes. Trustee Gorski voted no. Student Trustee Nogueta voted yes (advisory). The motion was approved by majority roll call vote.

### **Other Business**

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

There was no new business.

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

There was no unfinished business.

### **Updates / Reports**

#### **1. Leadership Team Updates**

- Vice President Dr. Amanda Smith attended the Illinois Council of Teachers of Mathematics (ICTM) regional math contest on Saturday, February 24. In addition, she will be attending the Science Olympiad Regional competition on Saturday, March 16. Lastly, she informed the Trustees that the College will be receiving a fire engine donation through the RVC Foundation. The fire engine is from the Harlem Roscoe Fire Protection District.
- Vice President Keith Barnes explained that the College hosted a Hunger Coalition Poverty Simulation on Friday, February 23 in the Stenstrom Student Center Atrium. The purpose of the event was to help people understand the challenges of low-income families. He thanked Tekkahmah Curry, Anna Wandtke, the Boone County Hunger Coalition, the University of Illinois Extension, and all of the volunteers and participants for their collaboration on the event. In addition, he invited the Board of Trustees to the African Diaspora and Fashion Show on Thursday, February 29 in the Stenstrom Student Center Atrium which will be the closing ceremony for Black History month. Lastly, the College will kick off Women's History Month through the Empowering All Through Self Defense workshop on Wednesday, March 6. The workshop will take place in the dance studio of the Physical Education Center (PEC).
- Vice President Patrick Peyer stated that the College is hosting the Illinois High School Association (IHSA) Basketball Sectional Tournament. In addition, the College is hosting the Women's Basketball National Junior College Athletic Association (NJCAA) Region Four Division II quarterfinals on Thursday, February 29 and semifinals on Saturday, March 2. He also stated that the Men and Women's Bowling teams are attending the NJCAA tournament in Lansing, Michigan on Thursday, February 29. Lastly, Admissions has provided support to the incoming high school seniors over the last few weeks.
- Vice President Heather Snider explained that Nathaniel Jordon, Small Business Development Center director is now a part of the Rockford Chamber of Commerce Board of Directors. Nate partnered with the Rockford Chamber on its Business Over Lunch series on Tuesday, February 13, 2024.
- Vice President Dr. Hansen Stewart invited the Board of Trustees to the Women in Technology and Manufacturing Symposium on February 28, 2024 in the Stenstrom Student Center Atrium.

**2. ICCTA Report (Illinois Community College Trustees Association) Report**

Mr. Nelson stated that the next ICCTA meeting will be in March at Kankakee Community College. Mr. Nelson will be attending the meeting.

**3. Trustee Comments**

- Trustee Gorski stated that any RVC employee who is serving on any political action committees such as the Rockford Chamber of Commerce should not be in a leadership role or be a voting member. He also stated that the Board of Trustees should have discussed the process for the Construction Manager at Risk for the Downtown Campus.
- Trustee Kennedy congratulated the RVC Women's Basketball team and Coach Darryl Watkins for an undefeated season so far. He also thanked the Construction Manager at Risk Committee, Board Chair Cudia for selecting him to be a part of the committee, and Trustee Trojan for his guidance during the process. Lastly, he thanked Dr. Spearman for his hard work on collecting the funds for the CLII Building renovation.
- Trustee Trojan explained that he attended a meeting held by the Rockford Public Schools, District 205 on February 26. District 205 plans to turn the Stenstrom Center into a College and Career Education Center. A Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis was conducted on the project, and RVC was listed as a threat. Mr. Trojan emailed Jessica Hayes, work-based learning coordinator for the Rockford Public Schools so that RVC may become a strength in their analysis. Mr. Trojan asked the administration to follow up with District 205 regarding this matter.
- Trustee Simpson congratulated the RVC Women's Basketball team on a successful season.
- Trustee Soltow congratulated the RVC Women's Basketball team on their undefeated season and asked the administration to follow up with the Nursing student Michael Kern.
- Trustee Nelson asked the administration to follow up with the Nursing student Michael Kern.
- Trustee Cudia thanked the Construction at Risk Manager Committee for all of their work. In addition, she thanked the trustees and administrators because some individuals have been going through difficult times and they are still performing their duties. Lastly, she thanked all of the trustees who attended the ACCT Retreat on Saturday, February 24 and Trustee Simpson for being secretary pro temp during the meeting.

**4. Student Trustee Report**

Student Trustee Nogueta displayed a PowerPoint presentation containing pictures related to the topics on his report. Student Trustee Nogueta gave an update on the different events on campus. They are the following:

- The College hosted the Ebony Breakfast to kick off Black History Month which is in February.
- The Student Government Association (SGA) invited the Marketing team to present on how to better market the student clubs on campus.
- SGA partnered with the RVC Foundation to spread scholarship awareness, as the scholarship application window is from Wednesday, February 14 to Monday, April 1.
- The Multicultural club raised funds to attend a cultural expedition by making bracelets.

Mr. Nogueta would like the situation with the Nursing Student Michael Kern to be addressed by the administration.

**5. RVC Foundation Liaison Report**

Trustee Trojan explained that \$700,000 is available for scholarships with 378 awards to students. Mr. Trojan also stated that the RVC Foundation is grateful for Student Trustee Nogueta and Jazmine Nathan's assistance in helping students apply for scholarships.

**6. Freedom of Information Act (FOIA) Report**

The FOIA report was accepted as presented.

**Next Meeting**

The next Committee of the Whole Meeting will be held on Tuesday, March 12, 2024, 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center on the main campus.

The next Regular meeting will be held on Tuesday, March 26, 2024, 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center on the main campus.

**Adjournment**

At 6:53 p.m., a motion was made by Trustee Trojan, seconded by Trustee Nelson, to adjourn the meeting. The motion was approved by unanimous roll call vote.

Submitted by Betsy Saucedo

  
Robert Trojan, Secretary

  
Gloria Cardenas Cudia, Chairperson