

**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., March 26, 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, March 26, 2024. The meeting was called to order by Vice Chair Paul Gorski at 5:16 p.m.

Roll Call

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

Mr. Paul Gorski	Mr. Bob Trojan
Mr. Richard Kennedy	Ms. Kristen Simpson
Student Trustee Juan Noguera	

The following Trustees were absent at roll call: Ms. Gloria Cardenas Cudia, Mr. John Nelson, and Ms. Crystal Soltow

Also in attendance: Dr. Howard Spearman, President; 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 Career Technical Education and Workforce Development; Ms. Heather Snider, Vice President of Institutional Effectiveness and Communications; Mr. Keith Barnes, Vice President of Equity and Inclusion; 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 Thomas Garretson, Robbins Schwartz.

Board Member Attendance by Means Other than Physical Presence

Trustee Gorski made a motion, seconded by Trustee Trojan, to allow Trustee Nelson and Trustee Soltow to participate in the meeting via teleconference. The motion was approved by unanimous roll call vote. Trustee Nelson entered the meeting via telephone at 5:18 p.m.

Communications and Petitions (Public Comment)

There were no communications or petitions.

Recognition of Visitors

There were no visitors to be recognized during the meeting.

General Presentations

There were no general presentations.

Approval of Minutes

A motion was made by Trustee Trojan, seconded by Trustee Simpson, to approve the minutes of the February 13, 2024 Committee of the Whole meeting, the February 24, 2024 Special meeting- ACCT Retreat, and the February 27, 2024 Regular meeting. There was no discussion. The motion was approved by unanimous roll call vote. Trustee Nelson was unable to participate in the vote due to technical difficulties.

Action Items

1. BR 8137 - Claims Sheet - February 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 February 1, 2024 to February 29, 2024. The total is \$2,290,152.80.

A motion was made by Trustee Trojan, seconded by Trustee Simpson, to approve Board Report 8137. There was no discussion. The motion was approved by unanimous roll call vote. Trustee Nelson was unable to participate in the vote due to technical difficulties.

2a. BR 8138-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 8138-A, Purchase Report-A.

\$ 95,000.00

A. OPN, Inc., Cedar Rapids, IA

A motion was made by Trustee Trojan, seconded by Trustee Simpson, to approve Board Report 8138-A. There was no discussion. The motion was approved by unanimous roll call vote. Trustee Nelson was unable to participate in the vote due to technical difficulties.

2b. BR 8138-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 8138-B, Purchase Report-B.

\$ 28,711.00

A. BP Roofing Solutions, Machesney Park, IL

\$ 383,907.80

B. Y & S Technology, Loan Tree, CO

\$ 35,000.00 - Not to Exceed

C. Institute for Evidence-Based Change (IEBC), Rockford, IL

\$ 27,000.00 - Not to Exceed

D. Zoom Technology, Westampton, NJ

A motion was made by Trustee Trojan, seconded by Trustee Simpson, to approve Board Report 8138-B. Discussion ensued. The Trustees' questions and comments included:

- Mr. Trojan explained that during the March Committee of the Whole meeting, he brought up item B, Computer Equipment. Mr. Trojan would like the computer equipment contract to go to Entre Computer Solutions instead of Y & S Technology because Entre Computer Solutions is a local vendor. He would like a one-time exception but does not want to set a precedent for future purchases not being awarded to the lowest responsible bidder.

- Mr. Gorski appreciates all the vendors that submitted a quote for the computer equipment contract. In IT, an exception is made when there is expertise or knowledge that the vendor would have. However, since it is a hardware purchase that does not require any personnel on-site or expertise to install the equipment, he does not see the need for the contract to be awarded to Entre Computer Solutions. Vice President Rick Jenks confirmed that the equipment will be shipped to the College and does not require any personnel on-site for the installation process.
- Mr. Trojan stated that he has no personal connection or gain from the contract being awarded to Entre Computer Solutions.

A motion was then made by Trustee Trojan, seconded by Trustee Nelson, to amend Board Report 8138-B to award the computer equipment contract to Entre Computer Solutions. Discussion ensued. The Trustees' questions and comments included:

- Mr. Kennedy asked the Board of Trustees if awarding the contract to a vendor based on geography had been done in the past. Mr. Gorski explained that a similar situation had occurred where the Board of Trustees voted on a vendor based on geography instead of the lowest responsible bidder.

The motion was approved by majority roll call vote. Trustees Nelson, Simpson, and Trojan voted yes. Trustees Gorski and Kennedy voted no. Student Trustee Noguera voted yes (advisory).

After, a motion was made based on the original motion to approve the amended Board Report 8138-B. The motion was approved by unanimous roll call vote.

3. BR 8139 - 2023 - 2025 Emergency Medical Technician Memorandum of Understanding Between Kishwaukee Education Consortium, OSF St. Anthony Medical Center Northern Region, and Rock Valley College

The Board Report reads in part: It is recommended that the Board of Trustees approves the Dual and Articulated Credit Memorandum of Understanding between Rock Valley College, the Kishwaukee Education Consortium, and OSF St. Anthony Medical Center Northern Region beginning March 27, 2024 and ending June 30, 2025. **Attorney Reviewed.**

A motion was made by Trustee Trojan, seconded by Trustee Simpson, to approve Board Report 8139. Vice President Hansen Stewart explained the benefits of the Memorandum of Understanding (MOU). The MOU gives students the opportunity to enroll in the Emergency Medical Technician (EMT) program and receive dual credit. There was no discussion. The motion was approved by unanimous roll call vote.

4. BR 8140 - Acknowledgment of the Rock Valley College Decennial Committee Final Report

The Board Report reads in part: It is recommended that the Board of Trustees reviews and acknowledges the Final Report of the Rock Valley College Decennial Committee dated February 27, 2024, and confirms the Decennial Committee's charge to direct the College's Administration to forward the Final Report to the six counties within District No. 511.

A motion was made by Trustee Trojan, seconded by Trustee Simpson, to approve Board Report 8140. 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.

Updates / Reports

1. **President's Update**

President Spearman provided an update on various events and activities:

- Thanked the Board of Trustees for participating in the Special Meeting-Association of Community College Trustees (ACCT) retreat facilitated by Dr. Jill Wakefield on Saturday, February 24.
- In February, the College coordinated the Illinois High School Association (IHSA) Sectional/Regional Boys Basketball Tournament.
- In March, the College hosted the National Junior College Athletic Association (NJCAA) for Men's and Women's Basketball. Dr. Spearman thanked Athletic Director Darin Monroe and his team for organizing the events.
- The RVC Women's Basketball team participated in the National Tournament which took place in Joplin, Missouri. The team won the first game and lost two consecutive games. The College is proud of the team for their undefeated regular season.
- The Men's and Women's Bowling teams participated in the National Championship which took place in Lansing, Michigan and won. This makes it the teams' third National Championship under Bowling Coach Tony Hall.
- Invited the Board of Trustees to the Spring Professional Development Day on Thursday, March 28.
- Lastly, Drs. Spearman, Smith, and Stewart will present at the American Association of Community Colleges (AACC) Conference in Louisville, Kentucky during the first week of April.

2. **Leadership Team Updates**

- Vice President Keith Barnes stated that the College hosted the Sister-to-Sister Girls Leading Our World (GLOW) Conference on Friday, March 8, in the Stenstrom Student Center (SSC). The purpose of the conference was to inspire young women to overcome obstacles. Vice President Barnes acknowledged the Intercultural Student Coordinator Tasha Neisewander, the staff, and the volunteers who participated in the event. In addition, the College administered the Viewfinder Campus Culture Survey. The survey helps colleges and universities assess their strengths and weaknesses regarding Diversity, Equity, and Inclusion (DEI) efforts for students, staff, faculty, and administrators. The College will administer the Student Viewfinder Campus Culture Survey between Monday, March 18 and Friday, April 5. Lastly, the DEI office will host the Spring 2024 DEI Student Symposium on Wednesday, April 3 in the SSC which will include a food and housing insecurity presentation and a panel discussion.
- Vice President Heather Snider explained that Summer II registration opened on Monday, March 4, and the College is 13% ahead of enrollment when compared to this time last year and 46% to the enrollment goal. Fall priority registration opened on Monday, March 18, and the College is 14% ahead of enrollment when compared to this time last year and 27% to the enrollment goal. The Admissions team has been providing high school students with campus tours. She also recognized the Marketing team for their accomplishments. The Marketing team participated in the National Council of Marketing and Public Relations (NCMPR)

National Conference in Seattle, Washington. Executive Director of College Communications Jennifer Thompson presented at the conference on embracing neurodiversity. The Communications and Marketing Specialist Gabi Mar-Gagula graduated from the one-year long NCMPR leadership institute and was also given a scholarship to participate in the program. Lastly, the College's Multimedia Content Creator, Brent Jepsen, earned an NCMPR Silver Paragon Award for his 2023 Graduation Sizzle Reel, a quick-turn video highlighting the College's 2023 commencement ceremonies.

- Vice President Dr. Hansen Stewart announced that the College launched the Auto Collision Repair Program on March 11. Eight students enrolled in the program, and the students are able to participate tuition free due to the Trades Grant that the College was awarded from the State.
- Vice President Ellen Olson reminded the Board of Trustees that their Statement of Economic Interest from Winnebago County is due on May 1.
- Vice President Dr. Amanda Smith attended the March Illinois Community College Trustees Association (ICCTA) meeting at Kankakee Community College. The keynote speaker, Dr. Arthur Levine gave a presentation titled "Charting the Future: Navigating Artificial Intelligence (AI) Opportunities in Community College Governance. She also attended the Science Olympiad Regional Competition on March 16. 46 events were held for middle and high school students and over 400 students were in attendance.

3. ICCTA Report

Mr. Nelson attended the March ICCTA meeting at Kankakee Community College. During the afternoon sessions, he explained that three speakers discussed Artificial Intelligence (AI).

4. Trustee Comments

- Trustee Simpson stated that she has attended the Science Olympiad Competitions in the past and has enjoyed them.
- Trustee Trojan thanked Vice President Heather Snider for creating the program investment report, which he hopes is an annual report. He is concerned about the low enrollment in the NIU Engineering program. The College needs to monitor the return on investment for every program and take action to improve enrollment.
- Trustee Nelson would like to see the final plan for the different courses that will be offered at the Downtown West Campus to determine the bonding amount. The Board of Trustees needs to be wise in how they invest money.
- Trustee Gorski congratulated all of the RVC teams who had a successful season. He also asked for five seconds of silence due to the recent events that have occurred in the community and around the world.

5. Student Trustee Report

Student Trustee Nogueta gave an update on the different events. They are the following:

- Marilu Soto and Casandra Soto founded the Rock Valley College Young Women's Leadership Organization. The purpose of the organization is to empower young women.
- Student Brand Ambassadors Margaret Torio and Perla Esquer Santana created content for the College's website.
- The College hosted the Sister-to-Sister GLOW Conference.
- The Men's and Women's Bowling teams became National Junior College Athletic Association Champions.
- The RVC Foundation and the Student Government Association have worked together to increase scholarship awareness on campus.

- Student Trustee Juan Noguera and President Spearman gave a presentation at the Student Trustee workshop which provides guidance to the incoming Student Trustee.

6. RVC Foundation Liaison Report

Mr. Trojan attended the RVC Foundation Board meeting via Zoom on Tuesday, March 19, and he presented the program investment report at the meeting. The RVC Foundation has been working hard due to the scholarship application season ending on April 1. There will be a record number of scholarship applications. Mr. Trojan highlighted a couple of the upcoming RVC Foundation events. The RVC Alumni and Retiree Breakfast is on April 18, the Booster Golf Club Outing is on August 2, RVC's 60th Anniversary Luncheon is on October 17, and the Annual Scholarship Luncheon is on November 8.

7. Freedom of Information Act (FOIA) Report

The FOIA report was accepted as presented.

Adjourn to Closed Session

There was no closed session held.

Next Meeting


The next Committee of the Whole Meeting will be held on Tuesday, April 09, 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 and Reorganization meeting will be held on Tuesday, April 23, 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 6:02 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


Paul Gorski, Vice Chair