

**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., May 28, 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, May 28, 2024. The meeting was called to order by Board Chair Robert Trojan at 5:15 p.m.

**Roll Call**

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

Mr. Robert Trojan	Ms. Gloria Cudia
Mr. John Nelson	Ms. Kristen Simpson
Mr. Paul Gorski	Mr. Richard Kennedy
Student Trustee Juan Nogueta	

The following trustee was absent at roll call: 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; Mr. Keith Barnes, Vice President of Equity and Inclusion; Mr. 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**

Trustee Kennedy made a motion, seconded by Trustee Gorski, to allow Trustee Soltow to participate in the meeting via teleconference. The motion was approved by unanimous roll call vote. Trustee Soltow entered the meeting via telephone at 5:27 p.m.

**Communications and Petitions (Public Comment)**

There were no communications or petitions.

**Recognition of Visitors**

President Spearman recognized Mr. Juan Nogueta for his service as the College's 2023-2024 student trustee. Mr. Nogueta thanked the Board of Trustees, Cabinet members, his family, and the instructors of the Fire Science Program for their support during his term.

Attorney Gardner administered the oath of office to Mr. Nico Mikos who is the 2024-2025 student trustee. Mr. Mikos took his seat and joined the meeting.

**General Presentations**

There were no general presentations.

**Approval of Minutes**

A motion was made by Trustee Nelson, seconded by Trustee Cudia, to approve the minutes of the April 09, 2024 Committee of the Whole meeting and the April 23, 2024 Regular and Reorganization meetings. There was no discussion. The motion was approved by unanimous roll call vote.

**Action Items**

**1. BR 8151 - Claims Sheet - April 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 April 1, 2024 to April 30, 2024. The total is \$2,124,836.97.

A motion was made by Trustee Cudia, seconded by Trustee Gorski, to approve Board Report 8151. There was no discussion. The motion was approved by majority roll call vote. Trustees Simpson, Cudia, Kennedy, Gorski, and Trojan voted yes. Trustee Nelson voted no. Student Trustee Mikos voted yes (advisory).

**2a. BR 8152-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 8152-A, Purchase Report-A.

\$ 1,000.00	A.	Verizon Wireless, St. Louis, MO
\$ 5,000.00	B.	Enterprise Rent-A-Car Midwest, Rockford, IL
\$ 2,000.00	C.	Modern Campus, Camarillo, CA
\$ 100,000.00	D.	American Express, Carson, CA
\$ 2,366.12	E.	Ollmann Ernest Martin Architects, Belvidere, IL

A motion was made by Trustee Gorski, seconded by Trustee Cudia, to approve Board Report 8152-A. There was no discussion. The motion was approved by unanimous roll call vote.

**2b. BR 8152-B - Purchase Report-B - FY2024 Purchases**

The Board Report reads in part: It is recommended that the Board of Trustees approves the marked item for purchase on Board Report 8152-B, Purchase Report-B.

\$ 159,641.69	A.	Axon Enterprises, Inc., Scottsdale, AZ
---------------	----	--

A motion was made by Trustee Cudia, seconded by Trustee Gorski, to approve Board Report 8152-B. Trustee Nelson explained that the action items had been discussed during the May Committee of the Whole meeting. The motion was approved by unanimous roll call vote.

Trustee Soltow entered the meeting via telephone at 5:27 p.m.

## 2c. BR 8152-C - Purchase Report-C - FY2025 Purchases

The Board Report reads in part: It is recommended that the Board of Trustees approves the marked items for purchase on Board Report 8152-C, Purchase Report-C.

\$ 80,604.65 - Not to Exceed	A. KK Stevens, Astoria, IL
\$ 43,000.00 - Not to Exceed	B. Gerber Tours, Mineola, NY
\$ 25,000.00 - Not to Exceed	C. TBD, New York, NY
\$ 25,000.00 - Not to Exceed	D. TBD, New York, NY
\$ 25,000.00 - Not to Exceed	E. TBD, New York, NY
\$ 25,000.00 - Not to Exceed	F. TBD, New York, NY
\$ 12,000.00 - Not to Exceed	G. TBD, New York, NY
\$ 1,262,791.00 - Fiscal Year 2025	H. Ellucian, Malvern, PA
\$ 1,284,279.00 - Fiscal Year 2026	
\$ 691,060.00 - Fiscal Year 2027	
\$ 725,613.00 - Fiscal Year 2028	
\$ 761,893.00 - Fiscal Year 2029	

A motion was made by Trustee Gorski, seconded by Trustee Cudia, to approve Board Report 8152-C. There was no discussion. The motion was approved by unanimous roll call vote.

## 3. BR 8153 - Intergovernmental Cooperation Agreement: 2024-2025 Illinois Department of Transportation (IDOT) Highway Construction Careers Training Program

The Board Report reads in part: It is recommended that the Board of Trustees approves an Intergovernmental Cooperation Agreement between the Illinois Department of Transportation and Rock Valley College at a not-to-exceed amount of \$390,419 for Rock Valley College to administer the 2024-2025 IDOT Highway Construction Careers Training Program.

A motion was made by Trustee Gorski, seconded by Trustee Nelson, to approve Board Report 8153. There was no discussion. The motion was approved by unanimous roll call vote.

## 4. BR 8154 - Personnel Report

The Board Report reads in part: It is recommended that the Board of Trustees approves the personnel items listed on Board Report 8154.

A motion was made by Trustee Gorski, seconded by Trustee Kennedy, to approve Board Report 8154. Discussion ensued. The Trustees' questions and comments included:

- Mr. Gorski asked when the Interim Vice President of Human Resources and Interim Dean of Students positions would be reposted. Dr. Spearman explained that these positions will not be reposted for the time being. Dr. Spearman also stated that after two failed search committee attempts to fill the Vice President of Human Resources position, he decided to appoint a person to the position. Trustee Gorski will be voting no due to what he considers a violation of the College's hiring policy.
- Mr. Nelson will be voting no due to what he considers an inappropriate hiring practice.
- Ms. Cudia asked if the College conducts exit interviews to find out the reasoning behind an employee leaving the College. Dr. Spearman explained that the College does conduct exit interviews.

- Mr. Trojan explained that under RVC Board Policy 1:10.010, Section 4. Board Duties and Responsibilities, it states that the Board of Trustees will hire and work with the President. It does not state that the Board of Trustees approves personnel below the President. RVC Board Policy 3:10.090 Personnel Reports also states that Human Resources shall prepare and provide a Personnel Report at each regular monthly Board meeting via a Board Report. The policy does not state that the Board approves any personnel. Therefore, going forward he is recommending that the language of the personnel report be changed from approving to acknowledging the personnel listed on the report.
- Mr. Nelson stated that the Board of Trustees should approve the personnel listed on the report.
- Ms. Soltow stated that it is up to the Board of Trustees to trust President Spearman when he makes personnel decisions.
- Dr. Spearman explained that he appointed Vice President and Chief Academic Officer (CAO) Dr. Amanda Smith and Vice President and Chief Financial Officer (CFO) Ellen Olson.
- Ms. Simpson stated that she is concerned about the high cost of attorney fees due to the Interim Human Resources Vice President not having Human Resources experience.
- Mr. Kennedy stated that it is better to have the president appoint someone as the Interim Human Resources Vice President instead of leaving the position vacant.

The motion was approved by majority roll call vote. Trustees Cudia, Kennedy, Soltow, and Trojan voted yes. Trustee Simpson passed and then voted yes. Trustees Gorski and Nelson voted no. Student Trustee Mikos voted yes (advisor).

### Other Business

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

There was no new business.

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

Mr. Trojan would like to update the language on the Personnel Report to state that the Board of Trustees acknowledges instead of approves the personnel listed on the report. Mr. Trojan would also like the RVC Board Policy Manual suggested revisions from Trustees Nelson and Gorski to be submitted to the College Attorney as soon as possible.

Attorney Gardner stated that RVC Board Policy 3:20.010, Job Posting and Hiring states that the Board shall approve the personnel report at each regular Board meeting via a Board Report. Updating the language on the personnel report will be brought up at a future Committee of the Whole meeting.

### Updates / Reports

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

President Spearman provided an update on various activities and events.

- The spring semester concluded with 15 completion ceremonies, including two commencements. Dr. Spearman thanked all of the RVC departments who worked hard on organizing the ceremonies.
- Dr. Spearman attended a Rockford Promise celebration. RVC has approximately 40 Promise Scholars for the spring semester and 24 Promise Scholars for the fall semester. Rylee Antczak, billing and sponsorship coordinator, received a Rockford Promise award for her outstanding work with the students.
- Legislators are still working on passing the budget which includes a 2% increase for the system and \$30 million in additional funds for workforce programs.

- Dr. Spearman will attend Studer Education's Destination High Performance Conference in Florida on Tuesday, June 4-5, 2024, where he will be presenting on Workforce Development.
- Dr. Spearman will attend Rockford University's Business Summit on Thursday, June 13, 2024, and will be a panelist discussing Education and Industry.
- The Illinois Community College Trustees Association (ICCTA) Awards Banquet is on Friday, June 7, 2024.

## 2. **Leadership**

- Vice President Dr. Patrick Peyer gave an update regarding the numbers for the completion ceremonies and the commencement ceremonies. 98 students participated in the Certificate Ceremony and 612 students earned a certificate. 278 students participated in the 2:00 p.m. Commencement Ceremony and 311 participated in the 6:00 p.m. Commencement Ceremony. In total, there were 1,007 degrees earned. Dr. Peyer also gave an athletics update. He congratulated the Men's Baseball team for finishing second in the regional tournament, finishing with an overall record of 42-15. He also congratulated the Women's Softball team for their Region 4 championship and their second trip to the Division II national tournament. The team placed seventh and finished with an overall record of 34-15. Lastly, Dr. Peyer gave an enrollment update. For Summer II, the College is at 95% to goal which is 4.2% above this time last year. For Fall, the College is at 61% to goal and 59% to the stretch goal which is 7.5% above this time last year.
- Vice President Dr. Hansen Stewart invited the Board of Trustees to the Highway Construction Careers Training Program (HCCTP) completion ceremony. The ceremony will be held at 3:00 p.m. in the Performing Arts Room (PAR) of the Educational Resource Center (ERC) on Thursday, June 6, 2024. Dr. Stewart also stated that the College was awarded \$400,000 from the Illinois Community College Board (ICCB) for the Trade School Grant Part II.
- Vice President Rick Jenks explained that there are multiple construction projects on the main campus this summer. The Marketing and Operations Departments are working together to keep everyone informed.
- Vice President Dr. Amanda Smith informed the Board of Trustees that the Refugee and Immigrant Services will be moving from 303 North Main Street to RVC Downtown at 99 East State Street for consolidation purposes.
- Vice President Ellen Olson announced that the Finance Department received the Government Finance Officers Associate Certificate of Achievement for Financial Reporting for the 17<sup>th</sup> consecutive year. Ms. Olson also stated that the FY2024 preliminary audit has started. The Board of Trustees can expect to receive the Statement of Auditing Standards (SAS99) toward the end of June. There will also be two reimbursement resolutions brought to the July Committee of the Whole. Lastly, the \$1.5 million for the Advanced Technology Center (ATC) tuition waivers has been fully distributed to students.

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

Mr. Nelson explained that the next ICCTA meeting is scheduled for June 7-8, 2024.

**4. Trustee Comments**

- Trustee Gorski would like the College to follow the RVC Board Policy 3:20.010 Job Posting and Hiring to fill all vacant positions.
- Trustee Cudia thanked everyone for doing a great job organizing the completion and commencement ceremonies.
- Trustee Simpson thanked Mr. Juan Nogueta for his work as the 2023-2024 student trustee.
- Trustee Nelson stated that while the Board of Trustees may have different points of view, they will work together to reach outcomes that are beneficial for the College.
- Trustee Trojan was moved by the student stories shared during the completion and commencement ceremonies.

**5. RVC Foundation Liaison Report**

Trustee Trojan reported that the RVC Foundation received 547 scholarship applications and has awarded \$526,000. In September, there will be a last chance to apply for scholarships. There is \$125,000 left in scholarships to be awarded. Lastly, mailers will be sent to the community to raise donations for the student emergency fund.

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

The FOIA report was accepted as presented.

**Adjourn to Closed Session**

A closed session was not held.

**Next Meeting**

The next Committee of the Whole Meeting will be held Tuesday, June 11, 2024 at 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center (ERC) on the main campus.

The next Regular meeting will be held Tuesday, June 25, 2024 at 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Educational Resource Center (ERC) on the main campus.

**Adjournment**

At 6:08 p.m., a motion was made by Trustee Nelson, seconded by Trustee Cudia, to adjourn the meeting. The motion was approved by unanimous roll call vote.

Submitted by Betsy Saucedo

  
Richard Kennedy, Secretary

  
Robert Trojan, Board Chair