

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 9, 2024
MINUTES

Call to Order

The Rock Valley College (RVC) Board of Trustees Committee of the Whole meeting convened on Tuesday, July 9, 2024, in the Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC) on the main campus. Chairperson Robert Trojan 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:

Ms. Gloria Cardenas Cudia	Mr. Paul Gorski
Mr. Richard Kennedy	Mr. Robert Trojan
Ms. Kristen Simpson	Mr. Nico Mikos, RVC Student Trustee
Mr. John Nelson joined the meeting at 5:18 p.m.	

The following Trustee was absent at roll call: Ms. Crystal Soltow.

Also present: Dr. Howard J. Spearman, President; Mr. Keith Barnes, Vice President of Equity and Inclusion; Dr. Patrick Peyer, Vice President of Student Affairs; Ms. Heather Snider, Vice President of Institutional Effectiveness and Communications; Ms. Terrica Huntley, Interim Vice President of Human Resources; Dr. Hansen Stewart, Vice President of Career and Technical Education and Workforce Development; Mr. Rick Jenks, Vice President of Operations; Dr. Amanda Smith, Vice President of Academic Affairs; Ms. Ellen Olson, Vice President of Finance; Ms. Ann Kerwitz, Assistant to the President; Ms. Betsabe Saucedo, Assistant to the President; Ms. Araceli Olvera, Interim Executive Assistant; Ms. Tracy Luethje, Executive Assistant to the Vice President of Operations; Attorney Christopher Gorman, Robbins Schwartz.

Board Member Attendance by Means Other Than Physical Presence

There were no Board Members attending by means other than physical presence.

Communications and Petitions

There were no communications and petitions to be recognized.

Recognition of Visitors

There were no visitors to be recognized.

Review of Minutes

There were no comments on the minutes from the June 11, 2024, Board of Trustees Committee of the Whole meeting.

General Presentations

1. Downtown West Campus Update

Mr. Dominick Demonica of Demonica Kemper Architects (DKA) presented the Downtown West Campus Update, providing designs and an updated timeline. Mr. Demonica stated that they are starting the site permit processes and design development and are still on track for the 2026 opening of the Downtown West Campus. Mr. Demonica explained the site development, entrances, and parking lot designs and discussed the career and technical

education (CTE) building and a community building. Mr. Demonica introduced Mr. Greg Spitzer of DKA. Mr. Spitzer discussed the exterior designs and aesthetics of the Downtown West Campus. Discussion ensued.

Mr. Greg Kladar, Vice President for Pre-Construction of Ringland-Johnson, discussed the budget. Mr. Kladar stated that the preliminary cost is currently at \$52,785,209, which is \$619,239 above budget, and that the team is still working on getting the budget down to the goal of \$52,165,970. Discussion ensued.

Teaching, Learning & Communications Discussion: Board Liaison Trustee Simpson

1. Enrollment Update

Ms. Heather Snider, vice president of institutional effectiveness and communications, presented the Enrollment Update. Ms. Snider stated the College is at 92% to goal for Summer II and 73% to goal for Fall. For Summer II and Fall combined, the College is 76% to goal and 74% to the stretch goal.

2. Early College Items

As an introduction to the Early College items on the agenda, Dr. Hansen Stewart, vice president of career and technical education and workforce development, provided an overview of the Dual and Articulated Credit and Running Start programs and agreements with the area high school districts.

To provide consistency across school districts and align with the Dual Credit Quality Act, RVC developed the Dual and Articulated Credit Memorandum of Understanding (MOU) to utilize districts offering dual credit for high school courses. These dual credit courses are taught by qualified high school instructors and are designed to allow eligible students to receive college credit in high school.

Running Start is a formal program that allows qualified students to attend RVC for their junior and senior high school years. Students may enroll in a two-year degree completion program in which students take courses that meet the requirements for both a high school diploma and an RVC associate degree simultaneously or a one-year program that meets the requirements for both a high school diploma and one year of RVC credit courses simultaneously.

The Senior Semester Intergovernmental Agreement (IGA) allows qualified district students to attend RVC for their final high school semester of senior year. Students take dual credit courses that meet the requirements for both a high school diploma and one semester of RVC credit courses simultaneously. Discussion ensued.

Dual and Articulated Credit Memorandum of Understanding (MOU)

Belvidere C.U.S.D. #100

Boylan Catholic High School

Byron C.U.S.D. #226

Harlem Unit School District #122

Hononegah C.S.D. #207

Keith Country Day School (new)

Oregon C.U.S.D. #220

Running Start Intergovernmental Agreement (IGA)

Belvidere C.U.S.D. #100

Byron C.U.S.D. #226

Durand C.U.S.D. #322

Harlem Unit School District #122

Senior Semester Intergovernmental Agreement (IGA)

Byron C.U.S.D. #226

3. American Association of Community Colleges (AACC) Presentation – Burning Out or Building Up / *Informational Only*

The AACC Presentation – Burning Out or Building Up was included in the July 9, 2024, Committee of the Whole packet. On the Committee of the Whole Agenda, “Informational Only” is used after some presentations. The presentations marked with “Informational Only” will be included in the packets, but there will be no presentations at the Board of Trustees Committee of the Whole meeting. Trustees are to

review those presentations before the meeting, and if they have any questions, they can ask them at the Committee of the Whole.

The Burning Out or Building Up presentation was presented at the April 2024 AACC Conference in Louisville, KY. Howard J. Spearman, Ph.D., president, Dr. Amanda Smith, vice president of academic affairs, and Dr. Hansen Stewart, vice president of CTE and Workforce Development, represented RVC.

5. AACC Presentation – Building Opportunities for Economic Mobility Through the Workforce Equity Initiative / *Informational Only*

The Building Opportunities for Economic Mobility Through the Workforce Equity Initiative presentation was included in the July 9, 2024, Committee of the Whole packet as “Informational Only.” It was presented at the AACC Conference in Louisville, KY, in April 2024. Dr. Smith, Dr. Stewart, Mr. Joseph Agbeko, dean of College Readiness and Learner Supports, and Mr. Peter Held, dean of Workforce Development, represented RVC.

Finance Discussion: Board Liaison Trustee Gorski

1. Purchase Reports

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

Purchase Report A – FY2024 Amendment:

A. Advertising – (College and Program Advertising – (Communications and Marketing)

- | | | |
|--------------|-------------|----------------|
| 1. Hulu, LLC | Burbank, CA | \$ 996.00 (1)* |
|--------------|-------------|----------------|
- Discussion ensued on item A.

Purchase Report B – FY2025 Purchases:

A. Training Services – (Contract Instructors – IDOT Careers Training)

- | | | |
|-------------------------------------|----------------|-------------------|
| 1. ABS Training and Consulting, LLC | West Allis, WI | \$ 25,000.00 (1)* |
|-------------------------------------|----------------|-------------------|
- Not to Exceed

B. Robots and Training Carts – (Instructional Equipment – Welding)

- | | | |
|------------------------------|---------------|--------------------|
| 2. Aidex Educational Systems | Rossville, IN | \$ 117,450.00 (2)* |
|------------------------------|---------------|--------------------|

C. Contractual Services – (Other Contractual Services – Purchasing Card)

- | | | |
|----------------------------|-------------------|--------------------|
| 3. Heartland Financial USA | Overland Park, KS | \$ 910,000.00 (3)* |
|----------------------------|-------------------|--------------------|
- Not to Exceed

D. Abatement Services – (Capital – Downtown West Site Improvements)

- | | | |
|---------------------------------|-------------------|--------------------|
| 4. Hogan Environmental Cleaning | East Troy, WI | \$ 457,380.00 (4)* |
| NES, Inc. | Frankfort, IL | \$ 466,334.00 |
| Husar Abatement LTD | Franklin Park, IL | \$ 503,800.00 |
| Colfax Corporation | Chicago, IL | \$ 647,900.00 |

E. Cyber Security Assessment – (Other Contractual Services – General Institution Exp.)

- | | | |
|----------------------------------|-------------------|-------------------|
| 5. Illumination Consulting, LTD. | Cherry Valley, IL | \$ 29,340.00 (5)* |
| Sikich, LLC | Rockford, IL | \$ 64,000.00 |
| Sentinel Technologies | Downers Grove, IL | \$ 143,455.00 |
| CDW-G | Chicago, IL | \$ 188,475.00 |

F. Robots and Training Carts – (Instructional Equipment – Mechatronics)

- | | | |
|-----------------------------|---------------|--------------------|
| 6. Lincoln Electric Company | Cleveland, OH | \$ 345,800.00 (6)* |
|-----------------------------|---------------|--------------------|

G. Professional Services – (Capital – Downtown West Site Improvements)

7. MidWest Environmental Consulting	Yorkville, IL	\$ 48,100.00 (7)*
		Not to Exceed

H. Professional Services – (Remodeling: Professional Services – Security System Upgrades)

8. Schneider Electric	Homewood, IL	\$ 34,336.00 (8)*
Discussion ensued on items B, C, D, E, F, G, and H.		

2. Cash and Investment Report

Ms. Olson presented the Cash and Investment Report through June 30, 2024. Total operating cash is \$47,712,784. Total operating cash and investments are \$95,190,321. Total capital funds are \$18,733,561. Since May 31, 2024, the change in capital funds is \$5,725,242. The change in operating cash and investments since May 31, 2024, is \$7,826,977. Ms. Olson stated that the total operating cash and investment funds were 88.69% of the FY2024 operating budget.

3. Reimbursement Resolution Classroom Building II (CLII) and Health Sciences (HSC) Project

Ms. Olson presented the Reimbursement Resolution for CLII and the HSC project. Ms. Olson stated that it is expected that RVC will be issuing debt obligations to pay for this capital project. Ms. Olson explained that the resolution would permit RVC to reimburse itself for a portion of the capital expenditures associated with the project. The items can include design costs, architecture and engineering services, construction, furniture, fixtures, equipment, and any potential EPA mitigation costs. The reimbursement for the capital expenditures associated with the altering, remodeling, and equipping CLII and the HSC are not to exceed \$14,700,000.

4. Reimbursement Resolution New District Facility Downtown Rockford, Illinois

Ms. Olson presented the Reimbursement Resolution for the New District Facility in Downtown Rockford, Illinois. RVC is expecting to issue debt obligations to pay for the capital project. The resolution will permit RVC to reimburse itself for a portion of the capital expenditures associated with the project. The items can include design costs, architecture and engineering services, construction, furniture, fixtures, equipment, and any potential EPA mitigation costs. The reimbursement for the capital expenditures associated with the construction and equipping of the future downtown location is not to exceed \$9,000,000.

Operations Discussion: Board Liaison Trustee Kennedy

1. Personnel Report

Mr. Rick Jenks, vice president of operations, presented the Personnel Report. Mr. Jenks stated that there are three appointments, four placeholders, and two departures. Mr. Jenks provided an update that employment offers for two of the placeholder positions have been made and accepted and to expect a redline version of the Personnel Report at the Regular Board meeting. Discussion ensued.

2. Classroom Building II (CLII) Update

Mr. Jenks gave a quick overview of the CLII progress with the Capital Development Board (CDB). He stated that he and Ms. Olson are working on the financing and that CDB is still on track for the architect selection on the CLII project on August 26, 2024.

3. Change Order Update

Mr. Jenks explained that the pathway project on campus needed an additional 239 cubic yards of the core out and stone base installation. Mr. Jenks stated that the change order would be for the additional 239 cubic yards

above the contingency. The change order is for \$15,535.00 and was approved on July 3, 2024, bringing the contingency running total to \$46,716.95.

4. Rock Valley College Events Calendar

Mr. Jenks presented the RVC on-campus events calendar for July, August, and September 2024 and highlighted several events. Discussion ensued.

New Business/Unfinished Business

Unfinished Business: There was no unfinished business.

New Business: Dr. Spearman introduced Ms. Araceli Olvera, who will transition to Ms. Betsy Saucedo's position as Ms. Saucedo transitions to Human Resources as of August 1, 2024. Dr. Spearman stated that Ms. Ann Kerwitz, assistant to the president, will be out of the office for approximately two weeks, and if anyone needs anything, to contact him or Betsy.

Trustee Trojan announced that the notice for the Board of Trustees election has been moved up a month and that the first day to circulate nominating petitions will be August 20, 2024. The election will be held on Tuesday, April 1, 2025, and three board members will be elected for six years each. Statements of candidacy and nominating petitions need to be filed in the Financial Services office at Rock Valley College's main campus beginning on November 12, 2024, and ending on November 18, 2024.

Next Regular Board of Trustees Meeting

The next Regular Board of Trustees Meeting will be held on July 23, 2024, at 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC) on the main campus.


Next Committee of the Whole Meeting

The next Committee of the Whole Meeting will be held on August 13, 2024, at 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC) on the main campus.

Adjourn

At 6:54 p.m., Trustee Nelson made a motion, seconded by Trustee Cardenas Cudia, to adjourn the meeting. The motion was approved by a unanimous roll call vote.

Submitted by: Tracy L. Luethje


Richard Kennedy, Secretary


Robert Trojan, Chairperson