

WILLIAM RAINEY HARPER COLLEGE
BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT #512
COUNTIES OF COOK, KANE, LAKE, AND McHENRY, STATE OF ILLINOIS

Minutes of the Board Meeting of Wednesday, November 20, 2019

CALL TO ORDER

The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Stack on Wednesday, November 20, 2019, at 6:02 p.m. Wojcik Conference Center (room 214), 1200 W. Algonquin Road, Palatine, Illinois.

Member Robb led the Pledge of Allegiance.

ROLL CALL

Present: Members Pat Stack, Bill Kelley, Nancy Robb, Diane Hill, Herb Johnson, and Student Member David Santafe-Zambrano.

Absent: Members Greg Dowell and Walt Mundt.

Also present: Dr. Avis Proctor, President; Dr. Ronald Ally, EVP Finance and Administrative Services; Patrick Bauer, Chief Information Officer; Bret Bonnstetter, Controller; Dr. Maria Coons, Interim Provost; Jeff Julian, Interim Chief of Staff/Board Liaison; Darryl Knight, Executive Director Facilities Management; Dr. Mark Mrozinski, Assistant Vice President of Workforce Development and Executive Dean Community Education; Sheryl Otto, Assistant Provost and Dean of Student Development; Kim Pohl, Interim Director of Communications; Dr. Pearl Ratonil, Special Assistant to the President for Diversity and Inclusion; David Richmond, Faculty; Darlene Schlenbecker, Interim Vice President of Institutional Planning and Strategic Alliances; Michelé Smith, Vice President of Workforce Solutions; Roger Spayer, Chief Human Resources Officer; Dr. Vicki Atkinson, Dean Student Development; Amy Bandman, Campus Sustainability Manager; Dr. Michael Bates, Dean Teaching, Learning and Distance Education; Dr. Kathy Bruce, Interim Associate Provost; Orlando Cabrera, Technical Support Specialist; Dr. Kim Chavis, Dean Health Careers; Meg Coney, Administrative Coordinator; Dr. Kathy Coy, Director of Institutional Research; Sue Egan, Project Assistant; Marie Faber-Lapidus, Faculty; Dr. Travaris Harris, Dean Business and Social Science; Dr. Mary Kay Harton, Dean of Students; Dr. Joanne Ivory, Dean Career and Technical Programs; Njambi Kamoche, Dean Resources for Learning; Rick Kellerman, Network Specialist; Kurt Metzger, Deputy Chief of Police;Carolynn Muci, Internal Communications Manager; Heather Zoldak, Associate Executive Director of Foundation/Major Gifts.

Guests: Melanie Carter, League for Women's Voter; Melissa Cayer, Citizen; Phil Gerner, Robbins Schwartz; Betty Hull, League for Women's Voter; Jonathan Leeb, Student; Nathan Malewicki, Student; Anny Maria Penny, Student; Janet Zilkowski, Citizen; Linda Zilkowski, Citizen.

AGENDA APPROVAL

Member Hill moved, Member Johnson seconded, approval of the Agenda.

Ayes: Members Stack, Kelley, Robb, Hill, and Johnson.

Nays: None.

Motion carried. Student Member SantaFe-Zambrano advisory vote: aye.

PRESENTATION
2019 Campus
Sustainability

Dr. Proctor requested Darryl Knight, Executive Director of Facilities Management, to introduce Amy Bandman, Campus Sustainability Manager, to provide a report on sustainability.

Mr. Knight shared Ms. Bandman has been with Harper College for five years and when she started there was very little being done around sustainability and now the College has advanced. Ms. Bandman will share how Harper has advanced in sustainability over the past year.

Ms. Bandman began by sharing waste reduction continues to be an area of focus. The ReUselt room, located in Building D next to the University Center, serves as a free resource for employees to exchange office supplies. In the last four years, the ReUselt room has repurposed over 9,500 items, diverting 3,400 pounds of material from entering the landfill, and that translates into a savings of over \$20,000 for office supplies. In collaboration with the Chemistry department, the first full year of composting has been completed. The cafeteria, child learning center, and 15 offices have participated in the composting project and to date 2,500 pounds of compost material has been diverted from landfills. Additionally, students analyze the compost for essential nutrient content.

During fiscal year 2019 several new recycling initiatives began. One was a partnership with the Academy for Teaching Excellence with an electronics recycling drive that was included in Tech Week, where 6,050 pounds of electronics was diverted from landfills. Other new recycling programs include battery, pens, mechanical pencil, markers and shrink wrap. Additionally, the College continues to collect cans, bottles, cardboard paper, sensitive documents, books, scrap metal, electronics, and cartridges. Approximately, 175,000 plastic bottles have been diverted from landfills with the use of the campus bottle refilling stations.

In the last year, zero waste events have occurred on campus with the goal of diverting as much possible waste from entering landfills. At the dedication of the Drs. Catherine and Kenneth Ender Pavilion about 80% of the waste was diverted from landfills. During Zumba with the President attendees were encouraged to bring their own reusable water bottles. At the Craig Stettner Prairie dedication reception approximately 90% of that waste was diverted from landfills.

During fall of 2018, students were surveyed and nearly 83% responded that they were either concerned or very concerned about environmental issues overall. Students also rated their top five priorities for increasing campus sustainability, which included reducing Styrofoam usage on campus, increasing renewable energy, increasing energy efficiency, increasing recycling, and increasing the local food presence.

Sodexo has helped by eliminating Styrofoam cups from the main cafeteria. Soup containers, to go boxes, and straws have now all been replaced with a more environmentally friendly paper product. Additionally, wooden coffee stir sticks have also replaced plastic to reduce the plastic waste.

Furthermore, a repurposing program has begun to utilize resources found on campus, out of date items, or surplus items. These resources are collected, recorded, redistributed or upcycled to other areas of the campus as give-a-ways. This initiative has generated partnerships with the Office of Diversity and Inclusion, the Academy for Teaching Excellence, the Entrepreneurship Lab, Marketing, Studio V, Graphic Arts, and Harper College Wellness. The notebook provided to the Board during the meeting is one example of resources being upcycled from banners that used to hang on campus and the paper is from old check paper that was no longer being used.

Lastly, Student Government is interested in exploring alternative energy on campus and they are also actively engaged in increasing student participation in the composting program. The Environmental Club, Honors program, and Phi Theta Kappa students are exploring ways to infuse sustainability into the daily life of students on campus. Ms. Bandman closed by thanking the Board for the opportunity to share the update.

In response to Chair Stack, Ms. Bandman stated the picture with all the electronics was from the collection of electronics during Tech Week and another Tech Week is planned for 2020.

STUDENT TRUSTEE REPORT

Student Trustee Santafe-Zambrano reported the Honors program and Phi Theta Kappa students have reached out during Awareness Week to undecided students to help these students identify their Area of Interest so they can complete their education and be on track to complete their studies.

The Student Activities Board organized an event on Halloween, where students, administrators, faculty, and staff participated. He reported he is part of the Transportation Task Force and that a discussion has begun to address the transportation issues students face.

Lastly, he shared he was awarded second place in a competition in 2019 for the Promise campaign for this [video, which](#) was shown. He shared that the video is to remind everyone that college is not just about awarding certificates but transforming people's lives. He considers Harper as his home. He closed by thanking everyone for helping him and other fellow students facing similar situations by transforming our lives.

Trustee Johnson commended Student Trustee Santafe-Zambrano for representing Harper well at all meetings and his dedication to both the College and other students. He acknowledged that Student Trustee Santafe-Zambrano has taken his position to a new level relative to the time he has served.

FACULTY SENATE PRESIDENT'S REPORT

Faculty Senate President Dave Richmond shared there are two weeks remaining in the semester and faculty are feeling the effects of the end of the semester. Further he acknowledged Dr. Proctor for forming approximately six new committees, not including any strategic planning committees, all of them have the potential to shape the future of the College. These committees include the Transportation Task Force, the Dual Credit Task Force, the Master Planning Committee, the Culture and Climate Team, the Provost Search Committee, and the Executive Vice President of Finance and Administrative Services Search Committee. On behalf of the faculty he wished everyone a Happy Thanksgiving.

PRESIDENT'S REPORT

Dr. Proctor began by echoing Trustee Johnson's remarks about Student Trustee Santafe-Zambrano and him being an inspiration to his fellow students. Additionally, his work and voice on the Transportation Task Force spoke volumes at the previous meeting. Next she introduced Kurt Metzger, the new Deputy Chief of Police, who comes to Harper after serving 30 years with the Schaumburg Police Department and most recently serving as the Commander of the Investigations Division.

In response to Dr. Proctor, Dr. Coons stated faculty present include Marie Farber-Lapidus, David Richmond, and Dr. Pearl Ratunil.

Dr. Proctor shared Robert Zilkowski, a founding faculty member, began teaching at the College in 1967, retired in 1994, and recently passed away. She asked Dr. Coons to read a resolution to recognize him.

Dr. Coons shared Mr. Zilkowski's wife and daughter were present. Further, she had the honor of working with him as a new faculty member to the College when he mentored her. She reflected he taught her a lot about teaching at the beginning of her teaching career. Dr. Coons read the below resolution and presented the signed copy to the family.

Whereas, Robert Zilkowski, was selected as a highly qualified Founding Faculty member of William Harper College in 1967 and served with distinction until his retirement in 1994; and

Whereas, he taught with passion and distinction in the Business and Social Science Division in disciplines such as Management, Secretarial Science, and Computer Application Systems; and

Whereas, he supported student learning by assisting students both inside and outside of the classroom; and

Whereas, he was an active and engaged faculty member and served on shared governance and search committees, and mentored new faculty; and

Whereas, during his tenure as a faculty member he developed new programs of study and curricula, and ensured he remained current in the disciplines he taught, and was thus awarded the honorary distinction of Professor Emeritus in June 2019; and

Whereas, he steadfastly continued to support Harper as an active retiree by attending luncheons and celebratory events; and

Whereas, being an ambassador and advocate for Harper College, along with his wife Janet, continues his legacy by establishing a scholarship through the Harper College Educational Foundation that is awarded to female students taking courses in the management field; Now, Therefore Be it

Resolved, that the Board of Trustees of Harper College honors the accomplishments of Robert Zilkowski as he served honorably and with distinction as a Founding Faculty member and friend. We honor him for all of his positive contributions to Harper College and its students. He will be missed.

Attested the Twentieth Day of November in the Year 2019, signed by the Chair and President

Dr. Proctor continued by stating on November 13 and 14 student Pride Club organized an event entitled Hawks Align for Love and Openness. The event was a celebration of the College's LGBTQIA+ students, faculty and staff as an affirmation of the College's commitment to create a more welcoming and inclusive environment for all regardless of sexual orientation or gender identify. The event was transformational when students and faculty spoke.

The development of the strategic plan continues with the Strategic Planning and Accountability Committee reviewing, synthesizing and theming the data from the Dialogue Sessions and Data Summits in

preparation for the Board workshop the first week of December and the planning conference in February.

Dr. Proctor concluded her report by sharing RH Perry & Associates hosted pre-search study meetings for employees to provide feedback as search profiles are developed for the Provost and Executive Vice President of Finance and Administrative Services. Positions will be advertised this month with the plan to stagger bringing the finalist to the Board in April 2020 and May 2020 with finalist selected for a start date of July 1.

STUDENT SUCCESS REPORT

National Association for
Community College
Entrepreneurship Pitch
Competition

Dr. Proctor asked Dr. Harris, Dean of Business and Social Science, to provide an overview of the faculty, staff, and student experience at the National Association for Community College Entrepreneurship (NACCE) conference. NACCE is the nation's leading organization focused on promoting entrepreneurship through community colleges the association represents over 300 community and technical colleges and 2,000 faculty, staff, administrators and presidents. These institutions serve more than 3 million students.

Dr. Harris began by sharing some pictures of the Makerspace area on campus and indicating the items at each of the Board members' places were made in the Makerspace. In the middle of October, two groups were finalists and presented at the NACCE conference. Dr. Harris introduced Marie Farber-Lapidus, chair for the Business Administration program as well as the advisor to the Business and Entrepreneurship program, and asked her to provide some background.

Ms. Farber-Lapidus stated this was the first year NACCE included a competition at the conference. Sustainable development goals by the United Nation of Quality Education defined the parameters for the competition and that was for students to provide a solution for our community to improve quality education. She then introduced the three students from the Business and Entrepreneurship Club, Anny Maria Penny, Jonathan Leeb, and Nathan Malewicki, and asked them to share their experience with this challenge.

Ms. Penny explained their solution was to bridge the gap between classrooms and businesses by giving the students the opportunity to create and to obtain real world experiences while solving business problems. Their team competed with 20 other college teams from around the country. They were the only ones to receive compliments for being concise and having an ask, which was for \$5,000 for the project. The team made it to the top five. She thanked everyone for the opportunity.

Mr. Malewicki shared on the first day of the conference the team practiced their pitch over 100 times in a ballroom with members of NACCE as well as conference attendees. He found this experience to

be the most valuable as the session aligned with the club's mission statement, which is to build the professional skills of club members through various professional experiences. While practicing their pitch he found three skills improved: selling, critical thinking and interpersonal skills. He shared the entire experience was invaluable as they were able to interact with professionals, entrepreneurs, previous Shark Tank contestants, and professional speakers. He thanked Ms. Farber-Lapidus and Dr. Harris for their support throughout the entire process.

Mr. Leeb reported they did not win the competition but their pitch was judged by former Shark Tank participants. Additionally, all the people they met encouraged entrepreneurship and the networking opportunities were invaluable. The breakout session speakers were very inspirational--one gentleman grew up in an oppressive neighborhood and now is pursuing his doctorate at Harvard. He thanked everyone for the opportunity.

Dr. Harris further explained there were 20 schools in the competition and only the top five performed their pitch in front of over 200 people. He was very proud of the phenomenal job the students did and how they represented Harper College. The second presentation was on Additive Manufacturing that was a joint effort across many areas of the College including faculty member Raeghan Graessle, and the Mass Communication, Workforce Solutions, Manufacturing, and Business Administration departments.

Ms. Farber-Lapidus shared the Ratcliffe Foundation asked colleges to compete to find ways to improve trade education. Additive Manufacturing refers to 3D printing. At this time, she is gathering information about Additive Manufacturing programs nationally to be better prepared to offer certificate programs at Harper. Jeff Moy, Manager of the Entrepreneurial Center, will report back to the Ratcliffe Foundation about the College's progress.

Dr. Harris reported the College won the 2nd place prize of \$20,000. In response to Dr. Proctor, he shared the first prize was awarded to a school offering education to prisoners in the trades, who would have a job waiting for them upon their release.

Trustee Johnson congratulated the students and told them even though they did not win the competition, they are winners. The competition was only the smallest element of their experience; what they have taken away from the experience makes them winners.

Chair Stack commended the students for their work and indicated this is one more reason why Harper has such a great national reputation for excellence.

HARPER EMPLOYEE COMMENTS

There were no employee comments.

PUBLIC COMMENTS

In response to Ms. Cayer, Chair Stack stated at this time it is not possible to include student debt on a dashboard. Student Member Santafe added debt is personal information that cannot be disclosed.

CONSENT AGENDA

Member Robb moved, Student Member Santafe seconded, approval of the Consent Agenda.

Upon roll call for approval of the Consent Agenda, the vote was as follows:

Ayes: Members Stack, Kelley, Robb, Hill, and Johnson.

Nays: None.

Motion carried. Student Member Santafe-Zambrano advisory vote: aye.

The Consent Agenda included:

The minutes for October 2, 2019 Committee of the Whole meeting, October 9, 2019 Board of Trustees meeting; accounts payable; student disbursements; payroll September 27, 2019 and October 11, 2019; estimated payroll for October 25, 2019 and November 8, 2019; bid awards; requests for proposals; purchase orders; personnel actions; Board travel; approval of travel expense exceptions; review of the minutes of all closed meetings that have not yet been released for public review, and determination of which, if any, may then be released; and authorization for destruction of verbatim recordings of closed sessions; monthly financial statements; Board committee and liaison reports; grants and gifts status report; consortium, cooperative and State of Illinois contracts purchasing status report; as outlined in Exhibits X-A.1 through X-B.4.

Minutes

October 2, 2019 Committee of the Whole meeting, October 9, 2019 Board of Trustees meeting.

Fund Expenditures

Accounts Payable	\$4,519,012.60
Student Disbursements	\$515,893.14

The payroll of September 27, 2019 in the amount of \$2,103,452.99 and October 11, 2019 in the amount of \$2,100,467.09; estimated payroll of October 25, 2019 in the amount of \$2,101,960.04 and November 8, 2019 in the amount of \$2,101,960.04.

Bid Approvals

Ex. X-A.3.a Accept bid and award construction contract for the Algonquin Road Marquee Sign Refurbishment Project to Parvin-Clauss Sign Company, as the lowest responsible and responsive bidder, in the total amount of \$107,735.00, including a base bid of \$88,850.00, 10% contingency of \$8,885.00, architectural fee of

\$8,800.00, and reimbursables of \$1,000.00, as provided in the Operations and Maintenance (Restricted) Fund budget, and contained within the Algonquin Road Marquee Sign Refurbishment Project budget.

- Ex. X-A.3.b Accept bid and award construction contracts for the Building F Renovation Projects to Bernhard Woodwork LTD for 0640 Acrylic Divider Modification; Mid States Glass and Metal Inc. for 0881 Glass/Glazing; Midwest Glass Tinters Inc. for 0887 Window Film; Anning Johnson Company for 0929 Drywall and Carpentry; Trostrud Mosaic & Tile Co., Inc. for 0930 Ceramic Tile; Ascher Brothers Co., Inc. for 0991 Painting; CT Mechanical LLC for 2300 Heating, Ventilation and Air Conditioning; and McWilliams Electric Co., Inc. for 2600 Electrical as the lowest responsible and responsive bidders, in the total amount of \$153,326.00, including the following:
- | | |
|--|------------|
| 0150 Temporary Construction Allowance | \$5,000.00 |
| 0640 Acrylic Divider Modification | 2,000.00 |
| 00812 Door, Frame and Hardware Allowance | 7,500.00 |
| 0881 Glass/Glazing | 13,000.00 |
| 0887 Window Film | 2,781.00 |
| 0929 Drywall and Carpentry | 11,080.00 |
| 0930 Ceramic Tiling | 7,863.00 |
| 0991 Painting | 7,050.00 |
| 2300 Heating, Ventilation and Air Conditioning | 10,400.00 |
| 2600 Electrical | 13,547.00 |
| General Conditions | 29,996.00 |
| Bonds and Insurance | 2,403.00 |
| Construction Manager Fee | 5,631.00 |
| 10% Contingency | 11,825.00 |
| Architectural/Engineering Fee | 22,250.00 |
| Reimbursables | 1,000.00 |
- as provided in the Operations and Maintenance (Restricted) Fund budget, and contained within the Building F Renovation Project budget.

Request for Proposals There were no request for proposals.

- Purchase Orders
- Ex. X-A.5.a Approve the purchase order to Hilltop Condominium Association for Harper Professional Center’s portion of the annual condominium association dues for common area maintenance, in the amount of \$169,689.78, as provided in the Operations and Maintenance Fund budget.
- Ex. X-A.5.b Approve the purchase order to Assurance Agency, Ltd. to renew the Motorcycle Safety Program insurance

policy, in the amount of \$115,751.00, as provided in the Restricted Purposes Fund.

Personnel Actions

Supervisory/Management Appointment

Kurt Metzger, Deputy Chief of Police, Harper College Police Department, 11/4/2019, \$70,000/year

Professional/Technical Appointments

Nicole Eret, Motorcycle Safety Program: Assistant Coordinator, Continuing Education, 10/14/2019, \$49,000/year

Gregg Hart, Technical Support Specialist, P/T, Client Systems, 11/11/2019, \$36,400/year

Michelle Lonnecker, Network Specialist, Infrastructure Services, 10/21/2019, \$80,000/year

Cynthia Miller, Fast Track Technical Support Specialist, P/T, Business and Social Science, 11/4/2019, \$17,160/year

Jeff Zahnen, Technical Support Specialist, Client Systems, 10/28/2019, \$57,000/year

Classified Staff Appointments

Zachary Bogdanski, Technical Support Technician, P/T, Client Systems, 10/21/2019, \$15,912/year

Jamie Grant, Administrative Assistant, Athletics and Fitness, 10/14/2019, \$44,421/year

Tatiana Rosales, Technical Support Technician, P/T, Client Systems, 11/11/2019, \$25,410/year

Harper #512 IEA-NEA Appointments

Marco Lopez, Maintenance Mechanic, Buildings and Grounds, 10/21/2019, \$53,914/year

Jacqueline Quinteros De Vargas, Custodian, Operations Services, 11/11/2019, \$29,120/year

Faculty Retirements

Barbara Ellis, Professor, Liberal Arts, 5/31/2020, 17 years 9 months

Patricia Hamlen, Professor, Business and Social Science, 5/31/2020, 19 years 4 months

Mark Healy, Professor, Business and Social Science, 7/31/2020, 31 years 11 months

Helmut Publ, Professor, Business and Social Science, 7/31/2020, 24 years 11 months

Professional/Technical Separations

Douglas Peterson, Theatre Technical Director, Conference and Event Management, 10/24/2019, 19 years

Michael Smith, Lab Assistant, Law Enforcement and Justice Administration, Career and Technical Programs, 12/13/2019, 5 years

Classified Staff Separations

Pam Gitta, Administrative Assistant, Workforce and Economic

Development, 10/15/2019, 2 years 9 months
 Nilay Patel, Programs Specialist, Interdisciplinary Student Success,
 11/1/2019, 7 years 2 months
 Andrea Sakoff, Administrative Assistant, Interdisciplinary Student
 Success, 10/31/2019, 5 years 5 months

ICOPS Separation

Atif Bukhari, Police Officer, Harper College Police Department,
 10/23/2019, 6 years 7 months

Harper #512 IEA-NEA Separation

Daniel Kriho, Groundskeeper, Building and Grounds, 10/11/2019, 3
 years 7 months

Board Travel Approval of travel related charges for the Board of Trustees, as
 presented in Exhibit X-A.7.

Travel Expense Exceptions There were no travel expense exceptions.

Review of the minutes of all closed meetings that have not yet been released for public review, and determination of which, if any, may then be released; and authorization for destruction of verbatim recordings of closed sessions Approval of the recommendation to review the status of minutes and verbatim recordings of closed session of the Harper College Board of Trustees, as presented in Exhibit X-A.9

Financial Statements Review of monthly financial statement as outlined in Exhibit X-B.1.

Board Committee and Liaison Report Alumni Liaison Report: Member Robb reported Harper College honored five exceptional alumni at the 2019 Distinguished Alumni event on October 29. Approximately 120 people attended to celebrate the event. The honorees were Greg Cadichon, Brenda Knox, Velinda Llorens, and Michael Turgeon. The inaugural Outstanding Recent Alumni award was presented to Max Donahue Krueger. A total of 68 alumni have been honored through the Distinguished Alumni program since its inception in 2008.

In October, Harper College launched Harper Connect, a new alumni networking platform for alumni and students. Harper Connect offers opportunities to provide or seek mentoring, a job board, and a directory of alumni. The web-based network also features an event calendar, newsfeed where alumni and students can post, and the option to create affinity groups for exchanges with fellow alumni. Alumni can sign up and create a profile using an existing LinkedIn or Facebook profile or opt to start one from scratch. The new platform

was made possible by Resource for Excellence grant funding. Learn more by visiting alumni.harpercollege.edu.

The Harper Alumni Program held the third annual Alumni and Friends Virtual 5K event in the month of October. Participants were invited to run, walk, or bike a 5K on their own time and at their own pace. Participants were encouraged to share their photos and results with Harper College. There were 27 individual participants in this virtual event.

Students and alumni attended Harper's first Speed Mentoring event on November 6. Students tapped into the expertise of alumni professionals in a fast-paced speed mentoring format. Each student met with five alumni, for 10 minutes each, and had the opportunity to ask questions, learn about careers, seek advice, and share their own career aspirations. The event is the first of its kind at Harper.

The Alumni Program partnered with Northrop Grumman to host a Stand Up and Be Counted lunch event at the Northrop Grumman headquarters in Rolling Meadows on November 12. The Stand Up and Be Counted program honors Harper alumni making contributions in the workforce and the businesses and organizations that have hired Harper Alumni. The event was attended by nearly 50 guests including 35 alumni working at Northrop Grumman, Northrop Grumman leadership, and Harper leadership including Dr. Avis Proctor.

Dr. Proctor stated one of Northrop Grumman's engineer shared that his experience at Harper was key to his successful transition to the Illinois Institute of Technology and Northwestern. Further she stated the event was a phenomenal event and looks forward to the next such event.

Foundation Liaison Report: Member Hill shared the Educational Foundation welcomes new board member Steve Jackson. His first board meeting will be December 10. He has been a project executive with Power Construction for 16 years. Prior to Power Construction, he was a project manager with Pepper Construction. Steve is a graduate of University of Illinois with a degree in engineering.

Steve has been active in the community as part of youth sports and in fundraising for various organizations through Power Construction such as: Boy Scouts of America, American Cancer Society, and City of Hope.

Steve was a co-creator and currently a leader in Power with Purpose, which is a group within the company that encourages making an impact in the community through volunteer service. Steve resides in Inverness with his wife Nicole and two sons Evan and Graham.

Member Hill continued by thanking the Foundation for a wonderful donor appreciation event. This year's event was held on Friday, November 15, and featured Green Day's American Idiot. The event was a phenomenal evening, an outstanding performance, and it was a wonderful way to engage with donors who in the past year have contributed \$100 or more to the Foundation. More than 240 donors enjoyed a private reception prior to the event. The Headline Sponsor was Wintrust, the Premier Sponsor was the Beaubien Family, and Reception Sponsors were Martha Bell, Dale and Greg Ford, Linda J. Lang, Carol and Paul Pankros, Mary Jo Willis.

Lastly, as of October 2019 year to date the Foundation has received a little over \$3 million, 168% to budget in revenue. The total net assets of the Foundation are \$32 million. The Harper College Promise fund balance is slightly over \$20 million, with 861 donors.

ICCTA Liaison Report: Member Kelley shared he attended the ICCTA Board of Representatives meeting on Saturday, November 9, where at President's Council, Curt Oldfield from Spoon River mentioned the dual enrollment issues and his concerns that it gives four-year public universities a significant advantage over community colleges.

Trustee Johnson reported he also attended the ICCTA Board of Representatives meeting where he attended a round table session. The session focused its discussion on the new minimum wage legislation and community colleges being able to offer Bachelor of Science in nursing (BSN) or petition for another bachelor's degree in another discipline.

For the new minimum wage legislation, he shared the schedule for minimum wage to move from \$9.25 on January 1, 2020, to \$15.00 by the year 2025 and the many concerns from the other community colleges. One concern was the impact of the additional wages to the college budgets and how each college would adapt.

On the second discussion point about community colleges being able to offer BSN degrees, he reported all colleges agreed a BSN degree is in high demand. Even though some colleges do not offer nursing degrees or see that the market in their area needs to offer BSN degrees, all community colleges present agreed they would support a BSN degree being offered at community colleges. The alternatives discussed beyond a BSN were early childhood learning, aviation, or other technology areas.

Grants and Gifts Status Report

Current status of operational public and private grants to the College, and status of cash donations and in-kind gifts to the Educational Foundation, as outlined in Exhibit X-B.3.

Consortium, Cooperative and State of Illinois Contracts Purchasing Status Report

Review of the monthly Consortium, Cooperative and State of Illinois Contract Purchasing Status Report, as outlined in Exhibit X-B.4.

NEW BUSINESS

Exhibit XI-A: Resolution for Estimated Tax Levies

Member Johnson moved, Member Kelley seconded, to approve the resolution providing for the 2019 estimated tax levies, as outlined in Exhibit XI-A.

Upon roll call, the vote was as follows:

Ayes: Members Stack, Kelley, Robb, Hill, and Johnson.

Nays: None.

Motion carried. Student Member Santafe-Zambrano advisory vote: aye.

Exhibit XI-B: Resolution Designating a Person or Persons to Prepare a Tentative Budget for Fiscal Year Ending 2021

Member Robb moved, Member Hill seconded, to adopt the resolution that designates Avis Proctor and Ronald Ally as responsible for developing a budget for Fiscal Year 2021, as outlined in Exhibit XI-B.

Upon roll call, the vote was as follows:

Ayes: Members Stack, Kelley, Robb, Hill, and Johnson.

Nays: None.

Motion carried. Student Member Santafe-Zambrano advisory vote: aye.

Exhibit XI-C: Utility Tunnel Infrastructure Phase III Project Funding and Trust Agreement (CDB Project #810-032-028)

Member Johnson moved, Student Member Santafe seconded, to approve the recommendation to provide funding for the College's portion of the Utility Tunnel Infrastructure Phase III Project managed by the Capital Development Board (CDB), and to authorize the College to enter into a trust agreement with the CDB and PMA Financial Inc. to set up and fund a trust account for the College's required share of the project, as outlined in Exhibit XI-C.

Upon roll call, the vote was as follows:

Ayes: Members Stack, Kelley, Robb, Hill, and Johnson.

Nays: None.

Motion carried. Student Member Santafe-Zambrano advisory vote: aye.

ANNOUNCEMENTS
BY CHAIR

Communications

There were no communications.

Calendar Dates

Calendar dates are printed on the Agenda for Board information. The next Committee of the Whole Meeting will be Wednesday, December

4, 2019, at 5:00 p.m. in W-216. The next Board of Trustees Meeting will be Wednesday, December 11, 2019, at 6:00 p.m. in W-214.

OTHER BUSINESS

There was no other business.

ADJOURNMENT

Member Kelley moved, Member Hill seconded, to adjourn the meeting.

In a voice vote, the motion carried at 7:12 p.m.

Chair

Secretary