

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 Committee of the Whole Meeting of Wednesday, May 13, 2020

CALL TO ORDER

The Committee of the Whole meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Pat Stack on Wednesday, May 13, 2020 at 5:08 p.m. via remote teleconference.

ROLL CALL

Present via teleconference: Members Greg Dowell, Diane Hill, Herb Johnson, Bill Kelley, Walt Mundt, Nancy Robb, Pat Stack, and Student Member David Santafe-Zambrano.

Absent: none

Also present via teleconference: Dr. Avis Proctor, President; Dr. Ronald Ally, EVP Finance and Administrative Services; Mike Barzacchini, Director of Marketing Services; Patrick Bauer, Chief Information Officer; Bret Bonnsetter, Controller; Laura Brown, VP and Chief Advancement Officer; Dr. Maria Coons, Interim Provost; Jeff Julian, Interim Chief of Staff/Board Liaison; Darryl Knight, Executive Director Facilities Management; Dr. Claudia Mercado, Assistant Provost; Dr. Mark Mrozinski, Assistant VP of Workforce Development and Executive Dean of Community Education; Sheryl Otto, Associate Provost; Bob Parzy, Interim Assistant Provost; Kim Pohl, Interim Director of Communications; Darlene Schlenbecker, Interim Vice President of Institutional Planning and Strategic Alliances; Michelé Smith, Vice President of Workforce Solutions and Associate Provost; Roger Spayer, Chief Human Resources Officer; Meg Coney, Administrative Coordinator; Sue Egan, Project Assistant; Carolyn Muci, Internal Communications Manager; Dr. Kathy Coy, Director of Institutional Research; Donna Harwood, Associate Director, Marketing; Craig Marscin, Network and VoIP Specialist; John McManus, Senior Technical Manager; Rick Kellerman, Network Specialist; Doug Spiwak, Director of Athletics; Dylan Hildebrand, Student Trustee-elect.

Guests: Melissa Cayer, citizen.

PUBLIC COMMENTS

None

DISCUSSION OF  
FOLLOW UP ITEMS

Chair Stack established the protocol for questions and comments from Board members to presenters - she will do a roll call of Board members after each discussion topic is presented.

Darlene Schlenbecker presented an update on the Strategic Plan post planning conference in February. With input from the Harper community, the Strategic Planning and Accountability (SPA) Committee has drafted a recommendation of six strategic goals for

FY2021-2024: Implement practices that promote Harper's core values of respect, integrity, collaboration and excellence; Identify and remove barriers to student success; Build institutional capacity to support equity, diversity and inclusion; Advance relationships among education, community and workforce partners; Enhance awareness of and access to Harper College programming, resources, events and partnerships. Darlene reported that 96% of survey respondents approved of the draft goal statements.

The recommendation was supported by the Faculty Senate and President's Cabinet and is currently posted on HIP for a reading and comment period. After a second posting period, the recommendation will go to the President and the Board of Trustees' approval in June.

Darlene then presented on the Operational Plan status: 35 goals are On Target or Completed; three goals Need Attention; six goals Will Not Be Met--several delayed due to the COVID-19 restrictions.

Chair Stack congratulated the SPA Committee on the work of the Strategic Plan.

Bret Bonnstetter presented on the status of the Oracle Cloud System Implementation: on target for the October 1, 2020 go-live date; payroll is tightest timeline with three parallel runs in both systems prior to go-live in September; challenges are COVID-19/remote working, technical areas (conversion, interfaces, reports, customization). Member Mundt congratulated the team's work on this project.

Bret Bonnstetter presented an update on the FY20 budget to date. He mentioned that the CARES funding is in a restricted purposes fund to be drawn on per government regulations.

Dr. Maria Coons provided a history of the partnership with Elgin Community College and Hanover Park in relation to the Education and Work Center. The building lease is owned by Hanover Park and expires in 2020. Under consideration is a lease extension. Member Kelley requested data on the percentage of students in the College of DuPage territory covered by Hanover Park.

Dr. Avis Proctor introduced Sheryl Otto, Bob Parzy, and Dr. Maria Coons to provide updates on how Harper is supporting students as a result of the shift to remote learning; highlighting Student Development: Advising and Counseling, Student Engagement, Basic and Mental Health, Emergency Funds, CARES Act Funding, Finish Line Grants, Enrollment Calling Campaigns and the No-Harm Grading Policy.

Sheryl Otto mentioned the outreach to 11,800 students via phone calls to offer support and encouragement. All enrolled spring semester students were contacted. Harper created a single stop intake for

students with basic needs. Via listening and survey, they are looking for trends, themes, and issues to address.

Bob Parzy thanked the Educational Foundation for doing a great job raising emergency funds. With a maximum award amount of \$500, students were required to submit a form indicating why they needed the funding and had to be enrolled for spring semester. Top answers were mortgage/rent or food. The funds were exhausted within an hour. CARES Act funding was awarded to 4,409 students at \$625 per student. Finish Line grants were awarded to date to 141 students averaging \$908 per student. Bob also discussed the enrollment call campaign for spring semester students.

Dr. Maria Coons explained the No Harm Grading Policy put into effect after the Coronavirus hit, where NP is No-grade Pandemic; and an A, B, or C grade may be converted to a Pass; and a D may be converted to a NP (class must be retaken and NP has no impact on GPA). An NP does not impact a student's GPA; the credits count and are transferable.

Trustee Kelley expressed his admiration of all that Harper has done and expressed concern over funding for students come fall. Trustee Hill congratulated the entire Harper team on their efforts and appreciated the creativity and engagement of all staff and faculty.

Dr. Avis Proctor and Dr. Ron Ally led a discussion on how to approach planning a budget for the next fiscal year, highlighting the uncertainty of all of Harper's revenue funding sources; unemployment rates; and preparing for a new normal. Dr. Ally reviewed possible funding scenarios. Not all data is in currently. Chair Stack thanked all for their work on the process and looks forward to reviewing scenarios as they get more refined.

Mike Barzacchini reviewed the virtual Convocation and Graduation created for Harper's students, utilizing multiple touch points. Four hundred people viewed the live stream of Convocation on May 12. Graduation will have celebrity shout-outs, graduates posting their profiles and receiving shout outs, and hat decoration pictures posted.

Jeff Julian reviewed the May Board Packet.

## FORMAL ACTIONS

Member Kelley motioned; Member Johnson seconded to enter closed session to discuss a personnel matter at 7:18 p.m. In a roll call vote, the motion passed unanimously.

Member Hill motioned; Member Dowell seconded to adjourn the closed session and re-enter the regular meeting at 8:07 p.m. In a roll call vote the motion passed unanimously.

Regular meeting resumed at time 8:07 p.m.

ADJOURNMENT

Member Dowell moved, Member Johnson seconded, adjournment at 8:07 p.m.

In a voice vote, motion carried.

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Chair

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Secretary