

WILLIAM RAINEY HARPER COLLEGE
Algonquin & Roselle Roads
Palatine, Illinois 60067

AGENDA

SPECIAL MEETING

July 30, 1970

- I. Call to Order
- II. Roll Call
- III. New Business
 - A. Recommendation: Staffing
 - B. Budget Discussion
 - C. Executive Session: Personnel Matter
 - D. Other
- IV. Adjournment

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MEMORANDUM

TO: BOARD OF TRUSTEES OF HARPER COLLEGE

FROM: James J. Hamill, Chairman

SUBJECT: Special Board Meeting

DATE: July 23, 1970

A special meeting of the Board of Trustees of William Rainey Harper College has been called for Thursday, July 30, 1970 in Board Rooms A, B and C at Harper College, 8:00 p. m.

Attached is the agenda for this meeting.

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

Minutes of the Special Board Meeting of Thursday, July 30, 1970

CALL TO ORDER: Chairman Hamill called to order the special meeting of the Board of Trustees of Junior College District No. 512 at 8:10 p.m., on July 30, 1970, in the Board Room of the Administration Building, Algonquin and Roselle Roads, Palatine.

ROLL CALL: Present: Members John Haas, James Hamill, Milton Hansen, Richard Johnson, Lawrence Moats, Joseph Morton and Jessalyn Nicklas
Absent: None

Also present: Robert E. Lahti, Donald Andries, Donald Collins, Guerin A. Fischer, David Groth, James Harvey, W.J.Mann, and Frank Vandever--Harper College; Lee Fredrickson--Student Provost; Tom Wellman--Paddock Publications; Caroll Lucass--Daily Courier News; and L.E.Hutchings, Mrs. Martin Keller, JoEllen Clawes, James R. Schmidt, and Mr. and Mrs. Robert Wilson, Jr.

NEW BUSINESS:
Staffing Dr. Lahti reported there would be no decision on staffing, although the administration had thought they might have nurses and librarians. He stated there were still about five people needed, specialized people, librarians and nurses.

Budget Discussion Chairman Hamill stated the budget discussion was one of the main reasons for this special Board meeting. He pointed out that recent Board meetings have been abnormally long. Chairman Hamill stated there had been some discussion of the budget at the last meeting but that he, as Chairman of the Budget Committee, was not present to report. He reported the Budget Committee had held two sessions and discussed the budget in considerable detail. Although Member Moats was unable to attend the last committee meeting, Chairman Hamill reported that Member Morton and he were very well satisfied that the budget was in order. He then turned the discussion over to Mr. Mann.

Mr. Mann discussed a number of the charts in the Financial Section of the Budget Book and answered questions of the Board members.

— NEW BUSINESS:
Budget
Discussion
(cont.)

Member Moats asked if the Board would be requested to approve the budget at this meeting. Chairman Hamill stated he had been advised by the Board Attorney, Mr. Hines, that the Board should wait for the regular Board meeting to approve the budget, because of the fact that if it were necessary to issue tax anticipation warrants, there might be some question due to the fact that the budget had not been approved at a regular Board meeting. He explained that because of the length of recent Board meetings, if the discussion and questions on the budget could be taken care of at this special meeting, the budget could be ready for approval at the August 13 regular Board meeting.

A lengthy discussion followed on various areas of the budget, including the significance of decrease in charge-back revenue, credit hour cost, long-range projections, possibility of tax anticipation warrants, equalization factor, state aid projections, necessity of another bond referendum, future needs of the physical plant, etc.

Member Moats asked if the college was anticipating cutting class sizes in the Social Sciences Division. Dr. Lahti stated they were not, explaining that on a nation-wide average Harper's class sizes were smaller. Member Moats stated that sometime in the future he would like to see a study done in terms of community college students and class sizes--perhaps on what the drop-out rate and flunk-out rate is in comparison to class size. He explained he felt a student was much more likely to be motivated in a situation which was more personal. Dr. Lahti reported a study had been done over a period of a number of years and this study indicated that class size was not that important. However, it was agreed that information could be developed in the future which might indicate something different.

Member Johnson asked Dr. Lahti to furnish Board members with a copy of an article entitled "Rights and Responsibilities of Universities," from the July issue of Daedelus.

As there were no more questions regarding the budget, Chairman Hamill asked if the Board was in agreement that the budget would be approved at the August 13 regular Board meeting. The Board members agreed. Chairman Hamill complimented Mr. Mann on the Budget Book and the work it entailed.

NEW BUSINESS:

Other--Screening
Committee for
Long Range
Planning Committee

Dr. Lahti reported on the formation of the Screening Committee for the Long Range Planning Committee. He stated members of the Long Range Planning Committee would be selected from students, faculty, maintenance or clerical areas, and that he had asked Chairman Hamill to name a person from the Board of Trustees, the Chairman of the Faculty Senate to name a faculty member, and Dr. Harvey to work with the Student Senate and name a student to the Screening Committee. The job of the Screening Committee would be to set criteria for membership and select members of the Long Range Planning Committee, which will begin functioning in September. Dr. Lahti explained the college was heading into the North Central evaluation and the further along they are in the Long Range Planning Committee, the better the college will look. He stated the Screening Committee would be permanent members of the Long Range Planning Committee, which would probably be composed of 11 or 12 persons under the direction of Dr. Jack Lucas. Dr. Lucas' job would be to feed the information from the committee to the Board--for them to reject, feed-back, etc.--and finally arrive at a Master Plan for the college. Dr. Lahti stated the key to any good planning agency is to enlist the support of the people who are going to live with the plant. After reviewing the Master Plan, the Board could, in an effort to enlist the cooperation of the community, have a public hearing at which time the community could make suggestions.

Member Johnson pointed out this was done originally with the ADL plan and stated he felt it was a good idea to up-date it every five years.

Chairman Hamill stated this committee would be looking at such things as second campus, maximum size of this campus, curriculum, facilities, money and organization--the total picture.

Member Nicklas stated she liked the idea of a public meeting and felt it would be very helpful to the Board as well as to the community.

Member Haas suggested involving some person from the community who had no formal connection with the college, perhaps a retired person. Dr. Lahti stated this committee would need consulting and resources to work with and that it was his expectation that the committee would utilize every resource in the community.

NEW BUSINESS:
 Other--Screening
 Committee for
 Long Range
 Planning Committee
 (cont.)

Member Johnson stated he disagreed on involving someone on the committee with no connection with the college. He stated he had done a great deal of long-range planning and to be effective a person would need to understand the institution--the mores and the philosophy. He stated an uninvolved person would bog down the committee. Member Johnson stated he agreed with the idea of a public hearing. He informed the Board he would not be in favor of first-year students being involved on the committee, just second-year students.

Member Hamill suggested the decision on the membership of the committee be left to the Screening Committee and the Board agreed. He reported he had asked Member Johnson to serve on the committee because of his experience in long-range planning and Member Johnson had accepted. Dr. Lahti reported he had placed himself on this committee as he felt it was a most significant function of the President's office. He stated Mr. Martin Ryan had named C. Patrick Lewis and had suggested Joseph Clouser as alternate; he informed the Board Ron Bryant had accepted the role of student.

Community
 Counseling
 Center Fee
 Schedule

Dr. Lahti reported the college had been trying to work out a fee schedule for the services rendered by the Community Counseling Center. He stated they were not asking for action from the Board but some guidelines or in-put for the Counseling Center. Dr. Lahti stated Dr. Harvey would discuss a proposed fee schedule which had been worked out after surveying a number of centers. Dr. Lahti pointed out that personal and group counseling cases were a bit more involved than the student counseling, and the people in counseling service had worked out a charge according to ability to pay.

Dr. Harvey discussed the proposed fee schedule, stating there would be some people who could not pay a fee. He reported the counseling area felt some accommodation needed to be made for these people. Dr. Harvey suggested three alternatives: 1) a sliding scale; 2) use of a flat fee which would be established as fair and equitable--then, if it is found someone cannot pay, move to a sliding scale; and 3) flat fee.

Dr. Harvey stated a person's ability to pay would be determined on gross income, marital status, and number of dependent children. Dr. Lahti pointed out citizens might resent the college probing into their income.

NEW BUSINESS:
Other--Community
Counseling Center
Fee Schedule
(cont.)

Member Johnson indicated he felt this would definitely create ill-will. He suggested the center adopt their rate structure as the college adopts tuition rates. Then, if it is found an individual cannot pay, decide on an individual basis how much has to be written off as free service. Chairman Hamill pointed out the college does not intend to compete with charitable institutions.

After further discussion, Chairman Hamill suggested a flat fee with some individual discretion on cases. He suggested resources be developed for individuals who were unable to pay.

Dr. Fischer informed the Board he had worked at other agencies who used a sliding scale type of fee schedule as a guideline only. He stated it was only used at the most by 15% of the clients. The rest of the clients abided by a flat fee structure.

A revised recommendation on the fee schedule will be made to the Board of Trustees at their next meeting.

Dr. Harvey introduced Mr. Lee Frederickson, the new Student Provost to the Board of Trustees and outlined Mr. Frederickson's background and experience. On behalf of the Board, Chairman Hamill welcomed Mr. Frederickson.

Executive Session--
President's
Salary

Member Nicklas moved and Member Haas seconded the motion that the Board recess to executive session at 9:40 p.m., for the purpose of discussing the President's salary. Motion unanimously carried.

The Board reconvened from executive session at 12:55 a.m. Present were Members Haas, Hamill, Hansen, Johnson, Moats, Morton and Nicklas.

Chairman Hamill indicated that the Board had reviewed the President's performance during the past year in detail. He indicated that this is one of the Board members' important responsibilities and he felt that a comprehensive analysis and discussion had been made.

NEW BUSINESS:
President's
Salary (cont.)

Member Johnson moved and Member Nicklas seconded the motion that the President's salary be increased to \$34,000.00; and furthermore that Harper College be responsible for and make all payments to the State Universities Retirement System on behalf of Dr. Lahti; in addition, the Board would underwrite the cost of the college's accounting firm consulting with Dr. Lahti on personal income matters, including annual income tax preparation.

Member Moats stated he was going to vote no and explained that he felt the President's salary was too high, based on the existing job market. He emphasized that this was in no way a vote of no confidence in the President.

Member Nicklas stated that she felt Harper College was an outstanding community college and that Dr. Lahti had performed an unusual service in bringing the college to this level.

Member Johnson indicated that he was very familiar with the operation of similar institutions and that, in his opinion, Dr. Lahti is a top executive and an outstanding professional in his field.

Member Haas stated he fully agreed with Members Nicklas and Johnson.

Member Hansen stated that he felt Dr. Lahti had done an excellent job in a very difficult position and that the job of President is and will continue to be a tough, bruising job. He also indicated that he did not know of anyone else that he felt could perform the job as well as Dr. Lahti had done.

Chairman Hamill added that he felt Dr. Lahti was an extremely hard-working executive and always made a 110% effort on all the projects he undertook for the Board.

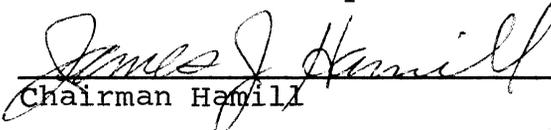
Upon roll call, the vote was as follows:

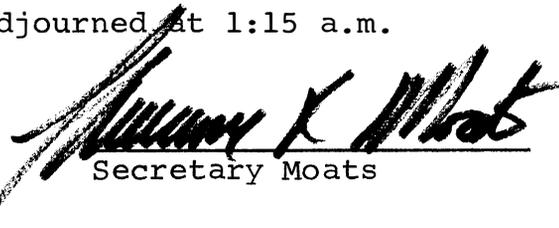
Ayes: Members Haas, Hamill, Hansen, Johnson,
Morton and Nicklas

Nays: Member Moats

ADJOURNMENT:

Member Johnson moved and Member Hansen seconded the motion that the meeting be adjourned at 1:15 a.m. Motion unanimously carried.


Chairman Hamill


Secretary Moats