

*R. Rypar*

WILLIAM RAINEY HARPER COLLEGE

Algonquin & Roselle Roads

Palatine, IL. 60067

August 26, 1971

8:00 p.m.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
- IV. Communications
- V. Unfinished Business
- VI. New Business
  - A. Recommendation: Staffing - Administrative Exhibit A.
  - B. Recommendation: Staffing - Other Exhibit B.
  - C. Discussion & Recommendation: Faculty Evaluation Exhibit C.
  - D. Report: Tennis Court Operational Guidelines Exhibit D.
  - E. Recommendation: Bid - Audio-Visual Equipment Exhibit E.
  - F. Other
- VII. President's Report
- VIII. Adjournment

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 Regular Board Meeting of Thursday, August 26, 1971

CALL TO ORDER:

The regular meeting of the Board of Trustees of Junior College District No. 512 was called to order by Chairman Hansen at 8:13 p.m., on August 26, 1971, in the Board Room of the Administrative Building, Algonquin and Roselle Roads, Palatine, Illinois.

In the absence of Secretary Morton, Member Johnson moved and Member Nugent seconded the nomination of Member Miller as Secretary Pro Tempore. The nominations were closed and the motion was unanimous.

ROLL CALL:

Present: Members Milton Hansen, Richard Johnson, Lawrence Moats, Ross Miller, and Eugene Nugent

Absent: Members Jessalyn Nicklas and Joseph Morton

Also present: Robert E. Lahti, Donald Andries, Michael Bartos, John Birkholz, F. Borelli, Isabel Enck, Charles Falk, G. Fischer, John Gelch, Ed Goodwin, David Groth, F. Inden, R. Kearns, John Lucas, W.J. Mann, T.R.McCabe, Ted Meyers, William E. Miller, Audrienne Mueller, Martin Ryan, Marc Savard, C.Schauer, R.A.Sedrel, Donn Stansbury, Cal Stockman, W.E.Von Mayr--Harper College; Kate Anderson, Dorothy McCabe, D.McKay, Marian K. Miller, Joan Ruane, Mrs. J. Severin, Hannah K. Wilson, and R.J.Wilson.

MINUTES:

Member Johnson moved and Member Nugent seconded the motion to approve as distributed the minutes of August 12, 1971. Motion was unanimous.

COMMUNICATIONS:

Secretary Pro Tempore Miller summarized a letter from the Illinois Community College Trustees Association, dated Aug. 18, 1971, concerning a Negotiations Seminar/Workshop, to be held in Chicago on September 18 and 19, and in Springfield on October 9 and 10.

Secretary Pro Tempore Miller then read a letter from the Joint Service Program, dated Aug. 11, 1971, concerning a suit against the Cook County Collector for late issuance of tax bills, the retention of 1% for objections, and the 1½% flat charge for collection service. The letter requested support of Cook County school dis-

COMMUNICATIONS:  
(Cont.)

tricts in its action and enclosed a schedule of contributions and a resolution for the Board's action.

It was the consensus of the Board that this letter be forwarded to the Board Attorney, Frank Hines, for his recommendation at the next meeting.

Secretary Pro Tempore Miller read a letter from Joseph A. Weber, Jr., dated August 17, 1971, expressing his concern on public use of the tennis courts at Harper College. Dr. Lahti informed the Board that tennis court guidelines were on the agenda under Exhibit D.

Member Johnson read a letter from C. Robert Hall, written to Dr. Lahti, dated August 24, 1971, in which Mr. Hall enclosed a notice from the Office of Admissions at the University of Illinois Circle Campus. This notice stated that a course taken by his daughter at Harper College, Introduction to Data Processing, was technical in nature and, therefore, not acceptable at UICC. In his letter, Mr. Hall questioned whether Harper's accreditation had been realized as reported by Member Johnson. Member Johnson then read a letter he had sent to Mr. Hall in reply, in which he pointed out that he was at a loss to understand how accreditation and what happened to Mr. Hall's daughter were in any way related. He stated the course she took at Harper was not designated as a transfer course, though some universities and colleges will accept it for credit and others would not. As it is a technical course in nature, it is entirely within the discretion of the other institution to accept or not accept this with regard to credit. He stated this in no way involved accreditation.

Dr. Lahti stated this is a very common misunderstanding. He pointed out people mistakenly think technical and vocational courses are automatically transferable to all institutions. There is no way Harper can guarantee transferability of these courses; particularly vulnerable are technical courses. Dr. Lahti stated the administration would respond additionally to Mr. Hall's letter and that he felt it was very important this was cleared up. The Board members agreed this problem had nothing to do with accreditation. As Dr. Lahti pointed out it had to do with articulation, not accreditation.

In answer to Chairman Hansen's question, Dr. Lahti stated Mr. Weber had been informed the tennis guidelines would be on the agenda tonight.

COMMUNICATIONS:

(Cont.)

Secretary Pro Tempore Miller read a letter from Mr. Robert N. Creek, dated August 11, 1971, in which Mr. Creek expressed his opposition to "...any increase in local tax support for Harper," and stated he felt Harper's current tuition to be extremely low. It was clarified that Mr. Creek is President of District 211's Board of Education in Palatine.

Member Johnson stated he felt Mr. Creek had a complete lack of understanding regarding funding of community colleges. He pointed out tuition maximums have been set by state law. Dr. Lahti explained that the state adopted the community college law, and by law, the student cannot pay more than one-third. There is a commitment from the local community up to one-third. Member Moats stated evidently Mr. Creek has a differing opinion on what the community college is about.

Another letter was read from Frank A. Mleko of Arlington Heights, dated August 17, 1971, and referring to Dr. Lahti's increase in salary, and the salaries of other top administrators. Member Johnson stated that from the beginning Harper's Board has wanted Harper to be the best community college in the country. Public accountability is essential. Member Johnson stated faculty and administration have agreed that performance is important. He pointed out, "You can't have it two ways. It is to say in effect performance has no meaning. Yet we know what we are trying to get is good accountability for public funds."

Member Miller stated he had strong feelings on this subject and read the following statement he had prepared:

"The president's salary review has been characterized in the press as 'negotiations.' I want the record set straight. At no time has Dr. Lahti asked for an increase or negotiated with this Board. It is the duty of this board to constantly review performance of the president, the administration and faculty. Once each year this review takes the form of compensation review.

"As a newly elected Board Member in April of this year I pledged to myself and the community financial responsibility consistent with the best interests of this college and the tax paying community insofar as my one vote on this Board may be heard.

COMMUNICATIONS:  
(cont.)

"Five members of this Board, in my opinion, voted in the best interests of this College and the taxpaying community by taking protective measures to insure retention of probably the top executive in the Community College System. His achievements have been made a part of the record of this Board.

"The Report of Accrediting Examination of this college in January, 1971, said the following of the presidency and administration:

'Aggressive and informed leadership is evident on the part of the president.

'Good leadership was observed throughout the institution.'

"An article in the Wall Street Journal of Dec.9, 1970, wherein Leo L. Kornfeld (vice-president and director of educational services of Cresap, McCormick and Padget, Inc., a New York management consulting firm) stated that:

'...The position of chief executive at a college or university is extraordinarily complex and difficult to fill and keep filled....a blend of management skill with experience in the academic world is ideal but rarely found in one person...'

"The record indicates that Harper's original Board found that blend in Bob Lahti!

"Costs should be placed in proper perspective. Quality performance must be recognized. No substitute has been found to replace financial reward.

"Harper has an extremely low cost per student in relation to any other college and at the same time has maintained its excellence.

"Innovation in education is needed to hold the cost per student at a reasonable level. As a member of this board, I believe Performance Pay is a step in that direction.

"An individual, whether a college president, administrator or faculty member, should be measured and compensated according to his performance. Admittedly

COMMUNICATIONS:  
(cont.)

this is controversial but so has been the concept of Accountability in Education.

"Some would suggest, among other changes at Harper, (as a cure-all for accountability), a lower student to faculty ratio than now exists with its hundreds of thousands of dollars increase in faculty costs. The present administration suggests and uses management techniques and demands high standards of performance--all at a much lower cost.

"Selection of Bob Lahti as one of the "Outstanding Educators of America" can be no accident.

"My vote was a vote for Performance and assurance that this College will stay in good hands."

UNFINISHED BUSINESS

None

NEW BUSINESS:

Staffing--  
Administrators,  
Coordinator of  
Adult Basic  
Education  
program.

Dr. Schauer discussed the administration's recommendation to employ Mrs. Noreen S. Lopez, as Coordinator of Adult Basic Education program funded by the Office of the Superintendent of Public Instruction, for one year.

Member Nugent moved and Member Johnson seconded the motion to approve the administration's recommendation that Mrs. Noreen S. Lopez be employed as Coordinator of the Adult Basic Education program, effective Sept. 1, 1971, for ten months, at a salary of \$10,500.00, with the academic rank of Instructor. Her contract shall be amended to read that employment is subject to funding from the Office of Superintendent of Public Instruction and no further employment is guaranteed beyond the expiration of the program.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Johnson, Miller, Moats and Nugent

Nays: None

Dean of Adult  
and Continuing  
Education

Dr. Schauer discussed the administration's recommendation to appoint Dr. David A. Groth as Dean of Adult and Continuing Education, to fill the vacancy created by the resignation of Dr. Omar Olson.

NEW BUSINESS:

Staffing--  
Administrators,  
Dean of Adult  
and Continuing  
Education  
(cont.)

Member Johnson moved and Member Nugent seconded the motion to approve the appointment of Dr. David A. Groth as Dean of Adult and Continuing Education, effective Sept. 1, 1971, at a salary of \$16,667.00 (pro-rated on an annual base of \$20,000.00), with the rank of Assistant Professor.

Member Johnson commented on what a tremendous thing it was to have as able a person as David Groth to fill the vacancy left by the resignation of as able a person as Dr. Olson, lost to the presidency of another institution. He stated it was a real pleasure to act upon this recommendation.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Johnson, Miller, Moats and Nugent

Nays: None

Resignation

Dr. Fischer discussed the resignation of Sandra Stein Rosenow, Counselor, for personal reasons. The Secretary Pro Tempore read her letter of resignation.

Member Moats moved and Member Nugent seconded the motion to accept the resignation of Sandra Stein Rosenow, effective as of September 3, 1971. The motion was unanimous.

Faculty  
Evaluation  
System

A committee, composed of faculty and administrators, had reviewed the Faculty Evaluation System. Mr. Thomas McCabe, chairman of the review committee, discussed the committee's recommendation contained in Exhibit B. He stated the committee felt, since the system had only been in effect one year, it would not be appropriate to make extensive revisions at this time. Mr. McCabe stated they felt the changes they were recommending could be made--they were not substantial changes.

A lengthy discussion followed. Member Nugent pointed out he did not feel the committee's recommendation had come to grips with faculty evaluation and merit pay. He stated evidently there was some misunderstanding--that he had thought this was mutually agreed to between faculty, administration and the Board. Mr. Ryan clarified what he felt the situation was as far as the faculty was concerned. He stated the faculty had felt the evaluation system was quite clear before this year's

NEW BUSINESS:  
Faculty  
Evaluation  
System (cont.)

negotiations, after which it was changed in a way they felt was unilateral; there was unilateral upping of percentages and making merit pay non-cumulative.

Mr. McCabe discussed the recommendation from the committee wherein they were speaking of raising the number of people eligible for merit pay from 5 to 10%. Member Nugent stated he would like to see this substantially higher.

After further discussion, Member Johnson moved and Member Moats seconded the motion to adopt the revisions to the Faculty Evaluation System as outlined in Exhibit C. (Exhibit C attached to the minutes in the Official Board of Trustees' Book of Minutes.)

Dr. Lahti pointed out that the one understanding Mr. McCabe clarified was that at the end of the second year there would be a major evaluation of the effectiveness of the Faculty Evaluation System.

Mr. McCabe also discussed the student evaluation form, stating he definitely made a recommendation to Dr. Schauer and the Faculty Senate that a committee be formed so that next year a more meaningful student form could be inserted and the division chairmen could make it a part of the faculty evaluation. Dr. Lahti stated Form F could continue to be used this coming year.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Johnson, Miller, Moats,  
and Nugent

Nays: None

Mr. Ryan confirmed the faculty's feeling that student evaluation is extremely important and stated efforts will be made to obtain some kind of serious student evaluation next year.

In further discussion, Member Nugent commented that one thing that bothered him about the faculty evaluation program was that it really made no reference to the idea of objectives for teaching faculty and thereby to a great extent probably created some significant problems in how you evaluate the performance of these people. Since the college had launched that type of program--MBO--for administrators, he stated he would like to see some effort put forth in trying to determine whether or not it might be applicable to faculty members as well as administrators.



NEW BUSINESS:  
Faculty  
Evaluation  
System (cont.)

Member Nugent also commented on the percentage of faculty involved in evaluation, stating he would like to see a program with something like 20% of the faculty being eligible for merit. Although some progress had been made this year, Member Nugent stated he would like to suggest a small committee composed of representatives of the Board, faculty and administration meet over the next year, so that next year at this time there would be something more specific to consider.

Dr. Lahti requested that Dr. Schauer report to the Board on the evaluation of the faculty development program which had gone on last year. Dr. Schauer reviewed the instruction development program of the last year and the objectives of the program. He stated the group involved did adopt a model which included objectives to improve instruction. The proposal for next year is for twenty people to participate in this program.

Member Miller stated he would like to put a motion on the floor relative to Member Nugent's suggestion on a committee. Chairman Hansen stated this would be out of order, but two Board members can suggest an item for a future agenda so this could be put on the agenda for the next Board meeting.

Tennis Court  
Operational  
Guidelines

Chairman Hansen asked if Mr. Joseph Weber was in the audience. He was not.

Dr. Lahti summarized the tennis court situation. He stated the administratio. considered the tennis courts to be a classroom without cover, primarily there for student use on a scheduled basis. They felt the courts must be supervised in order to guarantee they would be available for student use and also to protect the surfaces. Dr. Lahti stated it is the desire of the college that whenever facilities are not in use by the students, they be open to the public. To cover the cost of the supervision, it was recommended that \$1.00 per person for a two hour period be charged. Dr. Lahti stated the simple procedure being recommended was that any citizen desiring to use the tennis courts call the college specifying the time. Member Johnson stated he felt the regulations should be conspicuously posted, in order to keep the safety officers from having any difficulties.

NEW BUSINESS:

Tennis Court  
Operational  
Guidelines (cont.)

Member Nugent moved and Member Johnson seconded the motion to accept the administration's recommendations that the Director of Athletics revise the present guidelines to provide for opening the tennis courts until dark for general public use when not in conflict with other college tennis activities, that appropriate public notice be conspicuously posted, and that the \$1.00 admission charge to the general public be continued.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Johnson, Miller, Moats and  
Nugent

Nays: None

Bid Award--Audio-  
Visual Equipment

After discussion, Member Moats moved approval, and Member Nugent seconded the motion, of the administration's recommendation to award the bid on audio-visual equipment as outlined in Exhibit E, as follows: (Copy of Exhibit E attached to minutes in the Board of Trustees' Official Book of Minutes).

Items 1, 3 and 9: Selected Educ. Aids  
(16mm projectors, rear screen units,  
Micromatic filmstrip projector) in the  
amount of \$4,103.25

Items 2 and 11: Burke Audio Visual Serv.  
(Filmstrip projectors, Cassette players)  
in the amount of 446.00

Items 5, 6, 7, & 17: Instruction Systems Assoc.  
(stereo tape decks, Cassette stereo units,  
Monoral headsets) in the amount of 3,931.94

Items 10 & 18: United Visual Aids  
(slide projectors, stereo headsets)  
in the amount of 2,122.00

Items 12, 15 & 19: Midwest Visual Equip.  
(technical movievision consoles, portable  
easels, deck mounted record players)  
in the amount of 1,050.00

Total Bid Award in the amount of \$11,653.19

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Johnson, Miller, Moats and Nugent  
Nay None

NEW BUSINESS:

Other

Member Nugent asked if the Board could have a clarification of the Price Freeze from Dr. Lahti. Chairman Hansen stated the college was uncertain as to the situation and pointed out that commenting might raise false hopes. Dr. Lahti stated contradictory reports had been received and that Frank Hines, Board Attorney, had stated he could offer nothing constructive at this point and suggested waiting for more official guidelines and information. Dr. Lahti stated the college would put out a notification as soon as Mr. Hines feels he has enough information for a substantial opinion.

Member Nugent asked about the \$2.00 tuition increase. Dr. Lahti stated that is very clear--increased student tuition can be applied as long as it was before Aug.15. He reported the college can and is putting the tuition increase in effect.

PRESIDENT'S

REPORT:

Dr. Lahti reported he would like to confer with the Board on a personnel matter, but stated there would be no action required. Chairman Hansen asked the Board to remain for an executive session after adjournment.

ADJOURNMENT:

Member Moats moved and Member Nugent seconded the motion that the meeting be adjourned at 9:50 p.m. Motion unanimous.

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Chairman Hansen

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Secretary Pro Tempore Miller