

WILLIAM RAINEY HARPER COLLEGE  
ALGONQUIN & ROSELLE ROADS  
PALATINE, ILLINOIS

ROBERT THEIDA  
LRC RES

BOARD MEETING

AGENDA

MAY 8, 1975

8:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
- IV. Approval of Disbursements
  1. Bills Payable
  2. Payroll - April 15 and 30, 1975
  3. Estimated Payroll - May 1 through June 30, 1975
  4. Financial Statement
  5. Budget Transfers
  6. Bid Awards
  7. Construction Change Orders
- V. Communications
- VI. Unfinished Business
- VII. New Business
  - A. RECOMMENDATION: Staffing
    1. Resignations
      - a. Director, Community Services Exhibit A-1a
      - b. Dental Hygiene Exhibit A-1b
      - c. Asst. Director, Admissions & Registrar Exhibit A-1c
    2. Faculty
      - a. Business Administration Exhibit A-2a
      - b. Fashion Design Exhibit A-2b
      - c. Biology Exhibit A-2c
      - d. English Exhibit A-2d
      - e. Technical Communications Exhibit A-2e
      - f. Air Conditioning & Refrigeration Exhibit A-2f
      - g. Operating Room Technology Exhibit A-2g
      - h. Mathematics Exhibit A-2h
      - i. Sociology/Anthropology Exhibit A-2i

- j. Speech Exhibit A-2j
- k. Long Term Leave of Absence  
Asst. Professor, Social Science Div. Exhibit A-2k
- l. Long Term Leave of Absence  
Asst. Professor, Math & Physical Sc. Div. Exhibit A-2l
  
- B. RECOMMENDATION: Wheeling/Buffalo Grove  
Extension Center Exhibit B
- C. RECOMMENDATION: Tenure Appointments Exhibit C
- D. RECOMMENDATION: Contract Riders Exhibit D
- E. RECOMMENDATION: Municipal and Governmental  
Management Program Exhibit E
- F. RECOMMENDATION: Cooperative Agreement,  
Dental Hygiene Exhibit F
- G. RECOMMENDATION: Student Activity Fees Exhibit G
- H. RECOMMENDATION: Policy Statement for a Student  
Grievance System Exhibit H

VIII. President's Report

- IX. Adjournment to May 29, 1975 for the Purpose of Awarding Bids,  
Buildings G and H.

WILLIAM RAINEY HARPER COLLEGE  
BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT 512

Minutes of the Regular Board Meeting of Thursday, May 8, 1975

CALL TO ORDER:

The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chairperson Shirley Munson on Thursday, May 8, 1975, at 8:25 p.m., in the Board Room of the Administration Building, Algonquin and Roselle Roads, Palatine.

ROLL CALL:

Present: Members William Kelly, Robert Moats, Shirley Munson, Jessalyn Nicklas, Robert Rausch, Judith Troehler, Natalie Weber, and Student Member James Richter

Absent: None

Also present: Robert E. Lahti, Kelly Barton, Michael Bartos, John Birkholz, Frank Borelli, Pat Bourke, Donald Carlson, Robert Chantry, Frank Christensen, Robert Cormack, Ray DePalma, Anton A. Dolejs, George Dorner, Charles Falk, Guerin Fischer, John Gelch, Susanne Havlic, Robert Hughes, Fred Inden, John Januszko, E. M. Louis, John Lucas, David Macaulay, W.J.Mann, Liz McKay, Don Misic, Mike Oester, Joann Powell, Robert Powell, Gary Rankin, Bill Schooley, Pat Smith, Hope Spruance, Cal Stockman, Urban Thobe, Fred Vaisvil, P. Vander Haeghen, Frank Vandever, John White, Dave Williams and Robert Wyman--Harper College; Norman Agens, John Drewke, Cathy Eakins, Bim Torden, Jackie Keolopp, Pete Nenin, Mark Preissing, Glen Sannem, Carol Trvdy, Alice Westphal and John Young--Harper Students; Edward Fabish--Village of Buffalo Grove; Wandalyn Rice--Paddock Publications; Diane Dibartolomeo--Trib; and Ann Schooley and Peter Weber.

MINUTES:

Member Rausch moved, Member Troehler seconded, approval of the minutes of the regular Board meeting of April 10, 1975, as distributed.

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,  
Rausch, Troehler and Weber

Nays: None

Motion carried.

Member Weber moved, Member Nicklas seconded, approval of the minutes of the adjourned Board meeting of April 17, 1975, as distributed.

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,  
Rausch, Troehler and Weber

Motion carried.

**DISBURSEMENTS:  
Bills Payable**

Member Nicklas moved, Member Troehler seconded, approval of the bills payable of May 8, 1975, as follows:

Educational Fund	\$133,226.58
Building Fund	147,824.26
Site & Construction Fund	28,060.00
Bond and Interest Fund	90,082.36
Auxiliary Fund	74,110.02

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,  
Rausch, Troehler and Weber  
Nays: None

Motion carried.

**Payrolls**

Member Nicklas moved, Member Weber seconded, approval of the payroll of April 15, 1975, in the amount of \$335,769.06; the payroll of April 30, 1975, in the amount of \$337,806.27; and the estimated payroll of May 1, 1975 through June 30, 1975, in the amount of \$1,396,310.01.

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,  
Rausch, Troehler and Weber  
Nays: None

Motion carried.

**Financial  
Statements**

There were no questions on the financial statements.

**Budget  
Transfers**

Member Nicklas moved, Member Troehler seconded, approval of the Educational Fund budget transfers in the amount of \$66,570.00 as per Exhibit IV-5a (Ex. IV-5a attached to the Minutes in the Board of Trustees Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,  
Rausch, Troehler and Weber  
Nays: None

Motion carried.

Member Nicklas moved, Member Moats seconded, approval of the Building and Maintenance Fund budget transfers in the amount of \$555.00, as per Exhibit IV-5b (Ex. IV-5b attached to the minutes in the Board of Trustees Official Book of Minutes).

**DISBURSEMENTS:**  
**Budget**  
**Transfers**  
**(cont.)**

Upon roll call, the vote was as follows:

**Ayes:** Members Kelly, Moats, Munson, Nicklas,  
Rausch, Troehler and Weber  
**Nays:** None

Motion carried.

Member Nicklas moved, Member Troehler seconded, approval of the Auxiliary Fund budget transfers in the amount of \$1,460.00, as per Exhibit IV-5c (Ex. IV-5c attached to the minutes in the Board of Trustees Official Book of Minutes).

Upon roll call, the vote was as follows:

**Ayes:** Members Kelly, Moats, Munson, Nicklas,  
Rausch, Troehler and Weber  
**Nays:** None

Motion carried.

**Bid Awards**

Member Nicklas moved, Member Weber seconded, approval of bid awards as per Exhibits Iv-6a through IV-6g, as follows:

- a. Approve the purchase of a Pitney-Bowes mailing machine, per Illinois State contract, in the amount of \$2,599.00;
- b. Award of bid for the sealing of surfaces on parking lots #1 and #2 to the low bidder, R.A.Peterson Co., in the amount of \$9,943.00;
- c. Approve increases in the limits of six (6) food blanket purchase orders, as follows:
  - (1) P.O.#C-29902, Tri-Bee from \$1,000.00 to \$2,800.00;
  - (2) P.O.#C-29448, John Sexton from \$6,000.00 to \$8,000.00;
  - (3) P.O.#C-29445, Food Marketers from \$5,000.00 to \$6,000.00;
  - (4) P.O.#C-29450, Redi-Froz from \$5,000.00 to \$6,000.00;
  - (5) P.O.#C-29454, Marano Bros. from \$14,000.00 to \$16,000.00;
  - (5) P.O.#C-29932, Bit-O-Gold from \$8,000.00 to \$10,500.00.
- d. Award of bid for the printing and collating of the Admissions Packet to the low bidder, Speed-O-Lith Corp., in the amount of \$7,339.00;

**DISBURSEMENTS:**  
**Bid Awards**  
(cont.)

e. An award be made to the 3M Corporation for the leasing of ten (10) copy machines in the amount of \$25,925.00;

f. Split the award for equipment and supplies to be used in the Park Management Program as follows:

(1) Toro . . . . .	\$1,322.00
(2) George A. Dvais . . . . .	2,122.00
(3) Illinois Lawn . . . . .	2,030.68
Total Award	<u>\$5,474.68</u>

g. Split the award for equipment and supplies to be used in the Park Management Program as follows:

(1) Everlite Aluminum . . . . .	\$2,929.50
(2) A.M. Leonard . . . . .	1,286.76
(3) George A. Davis . . . . .	117.00
(4) Dutch Valley . . . . .	650.00
Total Award	<u>\$4,983.26</u>

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,  
Rausch, Troehler and Weber

Nays: None

Motion carried.

**COMMUNICATIONS:**

There were no communications.

**UNFINISHED  
BUSINESS:**  
**Budget  
Committee  
Report**

Member Rausch reported the Budget Committee had received a packet of information from W.J.Mann containing five year projections, assumptions, and 1975 major budget categories. They have asked the administration to do some model making with the assumptions in terms of next year and the five year plan; the committee felt the Board should be supplied with a picture of the college financial condition if faced with different assumptions. Member Rausch explained this was the first time back-up detail supporting the budget for every cost center had been prepared. Several packets are available if individual Board members are interested in seeing them. He explained that the five year plan does not contemplate any second site or Wheeling Center costs. In the opinion of the Budget Committee, they did not feel there was anything in the budget which was out of line. The administration has been requested to look into the Community Relations and Public Relations budget in terms of programs not included which they would like to include. Member Rausch felt the Board might entertain, in terms of community relations, an increase for expansion of the program.

Dr. Mann stated there were no additional costs included in the budget--nothing to do with the second site. He

**UNFINISHED  
BUSINESS:  
Budget Comm.  
Report (cont.)**

felt if this was not accomplished before the budget was finalized, there would be enough flux in the contingency fund. Dr. Lahti added that a planning document would be provided the Board within the next week.

**Distinguished  
Faculty  
Award**

For the Board's information, Member Nicklas stated the committee for selection of the Distinguished Faculty Award had been named, the timetable and procedures developed. Three candidates will be recommended for selection by the Board.

**Appointment  
of Board  
Attorney**

Member Nicklas moved, Member Troehler seconded, that the Board remove from the table the motion on page 3 of the minutes of the adjourned Board meeting of April 17, 1975, as follows:

That the Board retain the services of Mr. Frank Hines as counsel to the District at the same rate of compensation.

Chairperson Munson stated she had requested further information from Dr. Lahti and the Board had received that background information.

Upon roll call on removing from the table, the vote was:

Ayes: Members Kelly, Moats, Munson, Nicklas,  
Rausch, Troehler and Weber

Nays: None

Motion carried.

Member Weber asked how many hours the attorney devotes to the college per year. Dr. Lahti stated his services run \$12,000 to \$15,000 per year, at the rate of \$35.00 an hour. Dr. Lahti stated the background information provided comparative data at other districts.

Member Nicklas pointed out Frank Hines had been the attorney to the Board since the start of the college. He had been selected from a number of very qualified attorneys considered at that time. The Board had felt it would be to their advantage to have someone who was both familiar with the area and also who would be able to consult and take care of the needs of the Board and college--someone who could carry through individually. Dr. Lahti stated the attorney is consulted on any question that has legal ramifications.

Member Rausch suggested the Board should consider annual evaluation of counsel prior to appointment. Dr. Lahti stated he felt one of the prime evaluations would concern the worth of counsel's opinions--whether the college had ever been in trouble because of his advice. Dr. Lahti felt they had not. He suggested sitting down with counsel and completing some criteria for evaluation.

**UNFINISHED  
BUSINESS:**  
**Appointment  
of Board  
Attorney  
(cont.)**

Member Nicklas felt anticipating the need for decisions would be helpful. She suggested a timetable be set up for evaluation so the Board would be prepared for this agenda item in April of each year. Chairperson Munson proposed this could be gone into at a committee-of-the-whole meeting in the next few months at which time they could prepare specific directions for Dr. Lahti.

Upon roll call on the motion, the vote was as follows:

**Ayes:** Members Kelly, Moats, Munson, Nicklas,  
Rausch, Troehler and Weber  
**Nays:** None

Motion carried.

**Appointment  
of Committees**

Chairperson Munson pointed out that under the Policy Manual the Board does not have standing committees. Some committees are on-going and will be in operation until they come back with finalized report on the subject they are studying.

Chairperson Munson stated Member Nicklas has agreed to continue chairing the Institutional Goals Committee; other members of the committee will be Members Troehler, Moats and Richter.

The Budget Committee will continue to be chaired by Member Rausch until this budget cycle is completed. Member Moats has also agreed to be on this committee.

The Public Relations Committee will be chaired by Member Weber for the purpose of keeping the interface meetings going. More members will need to be added.

The Grievance Committee will be chaired by Member Kelly. Other members will be Members Nicklas, Weber and Munson.

**Announcements**

Chairperson Munson announced the Grievance Committee will hold a public meeting on Monday, May 12, at 7:30 p.m. There will be a committee-of-the-whole meeting on Thursday, May 22 to discuss the Board goals. Commencement will be held on the 25th of May.

**NEW BUSINESS:**  
**Staffing--  
Resignations**

Member Troehler moved, Member Nicklas seconded, that Mrs. Doe Hentschel's resignation be accepted, with regret, to be effective June 30, 1975.

Upon roll call, the vote was as follows:

**Ayes:** Members Kelly, Moats, Munson, Nicklas,  
Rausch, Troehler and Weber  
**Nays:** None

Motion carried.



**NEW BUSINESS:**  
**Staffing--**  
**Resignations**  
**(cont.)**

Member Moats moved, Member Kelly seconded, that Mrs. Sharon Elliott's resignation be accepted, with regret, to be effective August 1, 1975.

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,  
Rausch, Troehler and Weber

Nays: None

Motion carried.

Member Kelly moved, Member Troehler seconded, that Mr. Robert A. Johnston's resignation be accepted with regret to be effective July 1, 1975.

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,  
Rausch, Troehler and Weber

Nays: None

Motion carried.

Member Kelly moved, Member Weber seconded, that Mrs. Jane Morrison's resignation be accepted, with regret, to be effective May 23, 1975.

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,  
Rausch, Troehler and Weber

Nays: None

Motion carried.

**Staffing--**  
**Faculty**

Member Nicklas moved, Member Troehler seconded, the following faculty appointments:

The appointment of Mr. William J. Jedlicka, as Instructor of Business Administration, effective August 19, 1975, at an annual salary of \$11,500.00 for a 39-week contract;

The appointment of Ms. Cecelia S. Aurand, as Associate Instructor of Fashion Design, effective August 19, 1975, at an annual salary of \$11,900.00 for a 39-week contract;

The appointment of Ms. Virginia L. Ellis as Instructor of Biology, effective August 19, 1975, at an annual salary of \$12,500.00 for a 39-week contract;

**NEW BUSINESS:**  
**Staffing--**  
**Faculty**  
**(cont.)**

The appointment of Ms. Martha T. Simonsen as Instructor of English Composition, effective August 19, 1975, at an annual salary of \$12,000.00 for a 39-week

The appointment of Ms. Linda Blackman as an Instructor of Technical Communications, effective August 19, 1975, at an annual salary of \$11,000.00 for a 39-week contract;

The appointment of Mr. James R. Crapser as Associate Instructor of Refrigeration and Air Conditioning, effective August 19, 1975, at an annual salary of \$9,750.00 for a 39-week contract;

The appointment of Mrs. Shirley Phillips, R.N., as Associate Instructor of Operating Room Technology, effective August 19, 1975, at an annual salary of \$14,842.00 for a 47-week contract;

The appointment of Mr. William J. Yoder as Instructor of Mathematics and Computer Science, effective August 19, 1975, at an annual salary of \$11,350.00 for a 39-week contract;

The appointment of Mr. Saul J. Sherter as Instructor of Sociology/Anthropology, effective August 19, 1975, at an annual salary of \$12,000.00 for a 39-week contract;

The appointment of Ms. Mary J. Willis as Instructor of Speech/Theatre, effective August 19, 1975, at an annual salary of \$11,350.00 for a 39-week contract.

In the discussion which followed, Member Weber raised the question of the salary in Ex. 2-f of Mr. James Crapser, as Associate Instructor, comparing it with the salary of a specific female faculty member with the rank of Associate Instructor. Member Moats pointed out that when hiring people in areas of skilled trades the matter of market applies. It was agreed Member Weber would forward her information to Dr. Birkholz for investigation. Dr. Birkholz explained that under procedure the Personnel Director would review the matter. Dr. Birkholz stated he would then report back to the Board.

Upon roll call, the vote was as follows:

**Ayes:** Members Kelly, Moats, Munson, Nicklas,  
Rausch, Troehler and Weber  
**Nays:** None

Motion carried.

**NEW BUSINESS:**

**Staffing--  
Leave of  
Absence**

Member Troehler moved, Member Nicklas seconded, that Mr. Charles Norris be granted a long-term leave of absence, without pay, for the 1975-76 academic year.

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,  
Rausch, Troehler and Weber

Nays: None

Motion carried.

Member Rausch moved, Member Troehler seconded, that Mr. William Schooley be granted a long-term leave of absence on a part-time basis, at one-half pay for one-half teaching load for the 1975-76 academic year.

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,  
Rausch, Troehler and Weber

Nays: None

Motion carried.

**Wheeling/  
Buffalo Grove  
Extension  
Center**

Chairperson Munson stated the Board had a committee-of-the-whole meeting prior to the Board meeting at which time a discussion was held on some of the facets involved in the Wheeling/Buffalo Grove Extension Center. As there were no further questions, the Chair asked for a motion.

Member Rausch moved, Member Weber seconded, that the administration be authorized to negotiate a lease for the Wheeling site not to exceed annual rental of \$108,750.00 per five year basis; and further moved that the administration be authorized and requested to negotiate for total parking facilities concomitant with the building lease.

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,  
Rausch, Troehler and Weber

Nays: None

Motion carried.

**Tenure  
Appointments**

Member Nicklas moved, Member Troehler seconded, that the following full-time teaching faculty, librarians and counselors be offered a tenure agreement effective with their employment for the 1975-76 academic year:

James Arnesen  
Roger Bechtold

Susan Korbel  
David Macaulay

**NEW BUSINESS**  
**Tenure**  
**Appointments**  
**(cont.)**

Steven Catlin  
 Patricia Daly  
 Judith Dincher  
 Charles DuBois  
 Nancy Duffy  
 Marguerite Ewald  
 Trudy Frank  
 Janice Howard

LeRoy Mottla  
 Mary Lou Mulvihill  
 William Nelson  
 G. James Norini  
 Jean Pearson  
 Ronald Short  
 Suzanne Stidger  
 Phil Troyer

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,  
 Rausch, Troehler and Weber  
 Nays: None

Motion carried.

**Contract**  
**Riders**

Member Troehler moved, Member Weber seconded, that the following contract riders, in the amounts shown, be approved for the faculty members listed below, for the year 1974-1975:

Nursing:

Florence Murphy	\$ 968.96
Darlene Stewart	1,453.44
Lola T. Smith	968.96
Mary L. Flanigan	726.72
Joanne Heinly	968.96
Marilyn Shaver	968.96
Jeanette Halle	1,211.20
Margaret Burbach	968.96
Nancy Duffy	968.96
Carol DiBiase	1,937.92
Jean Genster	968.96
Suzanne Stidger	968.96
Mary Gretchen Vancura	968.96

Adult Basic Education:

Judith Newton	2,692.30
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Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,  
 Rausch, Troehler and Weber  
 Nays: None

Motion carried.

**Municipal and**  
**Governmental**  
**Management**  
**Program**

Member Kelly moved, Member Rausch seconded, that the Municipal and Governmental Management Program be approved for implementation in the Fall of 1975.

**NEW BUSINESS:  
Municipal and  
Governmental  
Management  
Program  
(cont.)**

Dr. Birkholz pointed out this program is one of three new programs included in the deliberations for budget committee hearings. Dr. Cormack introduced Mike Louis who had worked on the development of the program. Mr. Louis discussed the development of the program for municipal and governmental managers. The program was conceived about 18 months ago, with members of various municipal governments serving on the advisory committee. The program is designed to help people within municipal government primarily, not excluding however those in federal, state, county, etc. It is designed to help those in service, those in staff level work, those anticipating promotion into management jobs.

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,  
Rausch, Troehler and Weber  
Nays: None

Motion carried.

**Cooperative  
Agreement,  
Dental  
Hygiene**

Member Rausch moved, Member Nicklas seconded, that the educational agreement between William Rainey Harper College and Triton College, as per Exhibit E, be approved for implementation with the start of the 1975-76 school year. (Copy of Exhibit E attached to the minutes in the Board of Trustees Official Book of Minutes.)

A discussion followed on cooperative agreements. Member Kelly referred to the community interest in priorities for local students in health programs. Dr. Lahti explained that these agreements can be the only exception to that principle, as provided by ICCB guidelines. Opportunity is provided by this type of agreement for a limited number of Harper students to be admitted to a program not offered by Harper and for Triton students to enroll in Harper in limited numbers. Dr. Lahti pointed out this only happens by formal agreement adopted by the Board.

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,  
Rausch, Troehler and Weber  
Nays: None

Motion carried.

**Student  
Activity Fees**

In the discussion on the proposed increase in student activity fees (Exhibit G), the Board agreed that as this was in the Board Policy Manual, 5.0.8, it should be considered a change in policy and presented for

**NEW BUSINESS:**  
**Student**  
**Activity**  
**Fees (cont.)**

discussion only, with action to be taken at the June Board meeting. Frank Borelli, Director of Student Activities, stated this request for an increase came from the Student Senate. Although continuing education students are not charged an activity fee, he pointed out they have the option of purchasing the activity fee at the part-time rate. The student organizations depend on support from activity fees. The number of programs and services that are funded have been increased and the activity fee is not keeping pace with the cost. Dr. Lahti felt this was a fair request as it will be the first time the activity fee has been raised. Carol Tvrdy, Student Senate President, stated the Senate had discussed several alternatives and felt the recommended increase seemed the most reasonable. It will cover the anticipated expenses and will allow for expanding of programs.

**Student**  
**Grievance**  
**Policy**

Dr. Fischer spoke to a request to establish a student grievance policy, stating this policy recommendation is not unique--it can be found in many universities and colleges throughout the country. The Student Senate had requested the cooperation of the administration in writing a student grievance policy to be included in the Trustees Policy Manual and in the Student Handbook. A draft of this document has been written, submitted to the Board attorney for review, and circulated through the campus. Dr. Fischer feels the time has come when the whole school will benefit from this kind of policy. This item will be brought before the Board again in June for action.

**Citizen**  
**Participation**  
**Policy**

Chairperson Munson referred to a sheet in the back of the Board Members' books relating to a policy change under 1.4.7, Citizen Participation, in the Board Policy Manual. She suggested deleting 1.4.7 completely and including Citizen Participation as an item under 1.4.9, Order of Business. Chairperson Munson stated her main intent was to make it easier for people to be able to present their thoughts and ideas to the Board. She spoke of the rationale for this change, which was not included, and stated the chair would set up the rules by which the audience would participate; for example, a five minute limit per person, and that it would be in order for the chair to rule someone out of order if they got into the areas of litigation or negotiable items.

In the discussion which followed, Member Nicklas concurred with the idea that citizens are welcome to be heard at the meetings and stressed this has been true since Harper was established. If people want to comment, or speak to a particular item on the agenda, she felt they should always feel welcome. However, some items that would come to the Board would need research, some back-up, or other people in attendance to participate

**NEW BUSINESS:**  
**Citizen**  
**Participation**  
**Policy**  
**(cont.)**

in discussion. Member Nicklas stated this was the reason for that particular item in the Policy Manual. She felt the Board should retain the statement in the Policy Manual for any items which would require discussion, data, etc.

Member Kelly felt the Chairperson correctly anticipated the kinds of problems that could be expected from this change. He stated the rule was carefully drawn years ago. He questioned adding this chore to the Chair when the policy now in effect has worked so well. Member Kelly pointed out the Board is by definition a deliberate body and a town meeting is not the pattern of a deliberate body. He questioned what useful purpose would be served, the motivation for this change, where the demand came from. Member Kelly pointed out no one has been denied the right to be heard under the present policy. Member Kelly felt the Board would be asking for all the problems the Chair had already anticipated and stated he would vigorously oppose it.

Member Rausch agreed the present policy was efficient but stated he felt certain efficiencies can be rather formidable. He questioned how many requests the Board had received in the last two years and suggested the policy is so efficient that it is too formidable. Member Rausch felt with this change the Board would be enhancing the openness with which they should try to operate. He suggested if they found it did not work, then they could react.

Chairperson Munson stated that unfortunately her rationale had not been included and informed the Board it had included the statement that there would be no necessity for the Board to react, comment or take action during citizen participation. She stressed that her motivation was nothing other than to simplify procedures.

Member Richter asked how this would be any different than present policy. Chairperson Munson stated the Board would be formally declaring that they are an open Board.

Member Nicklas suggested a better change might be to clarify, to add to 1.4.7 that if anyone wished a response at the Board meeting they would submit their item and questions four days ahead of the meeting. They would then know there would be response, would be study and back-up.

Member Kelly felt this change in policy will create an expectancy that will result in a certain amount of resentment. Chairperson Munson felt this could happen with the present policy.

**NEW BUSINESS:**  
**Citizen**  
**Participation**  
**Policy**  
**(cont.)**

Member Weber thought the whole purpose of the change was to set a mood.

Member Moats wondered if there was some way to do this without a formal policy. He also suggested if the Board were to make this a regular procedure to make it for a stated period and then re-evaluate to see whether it is productive, unproductive, or counterproductive. Member Kelly stated that was his idea, that the present policy has been so effective that no one has been denied the right to speak--this has never proven to be an obstacle, has never intimidated anybody.

Member Nicklas said she would like to see the Chair indicate, under communications, the opportunity for anyone to speak who had a comment to make or communication to the Board. The policy would provide for any item for which there needs to be response.

Member Rausch commented since the Board has always operated in such an open manner, he did not see why they should hedge themselves in officially. He agreed with Member Weber that it is a question of mood, public relations. He felt the Board should try to do this in the most open way possible.

Member Weber felt people are hesitant to ask questions or make comments because of the formality of the proceedings, and she felt this change would open it up for people.

Member Kelly commented he felt the Board was solving a non-problem.

Chairperson Munson restated her intent to simply make the policy compliment the action and feeling of the Board. She stated a copy of her rationale will be provided each Board member, and this proposed policy change would be acted upon at the June Board meeting.

**PRESIDENT'S**  
**REPORT**

In response to a question raised by Member Troehler, Dr. Lahti read a portion of a possible letter the Board could send to Mr. Langhorne Bond regarding the traffic signal at the Algonquin Road entrance. Dr. Lahti also discussed other considerations--Euclid Avenue will be open in another 60 days and what impact will that have on Algonquin, Roselle will be widened this fall, the expansion of Quentins Road to Route 53, as reported in a newspaper. Dr. Lahti suggested perhaps waiting several months and getting more experience, and employing a traffic engineer to study the traffic flow to and from the campus. It was the consensus of the Board that the letter should go out.



**PRESIDENT'S**  
**REPORT:**  
**(cont.)**

Dr. Lahti referred to an invitation from the Albert Sale Construction Company to attend an open house at Lakeside Villas to see examples of the interior design students' work in two or three model homes. He encouraged the Board to attend.

Dr. Lahti reminded the Board of the Business and Industrial Advisory Committee annual dinner, and he distributed a report on the HP Computer User's Workshop to be held on May 17, 1975.

Pat Lewis reminded the Board of the community interface meeting to be held in Palatine at the Buehler YMCA, May 20, 1975, at 7:30 p.m. He distributed a list of those to be invited and asked the Board to inform him of any other names they wished to add to the mailing list.

Dr. Lahti announced the graduation exercises will be held on campus on May 25, 1975, at 3:00 p.m. He asked the Board members to report to the Board Room.

Dr. Lahti referred to the Ernst & Ernst report which had been distributed to the Board the previous week. He suggested placing it on the agenda for discussion at a future meeting. Member Rausch stated he had some questions which he would put in a letter to W. J. Mann, and suggested Dr. Mann could comment on them at the next meeting.

Dr. Lahti announced the bid opening for Buildings "G" and "H" will be held on May 22, at the Capital Development Board, Suite 320, 180 N. LaSalle, Chicago.

**ADJOURNMENT:**

Member Nicklas moved, Member Troehler seconded, adjournment to May 29, 1975, for the purpose of awarding bids on Buildings "G" and "H" and for potential action on the Wheeling/Buffalo Grove Extension Center.

• Motion carried unanimously and the meeting was adjourned at 11:00 p.m.

Chairperson Shirley Munson

Secretary Judith Troehler