

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 Special Board Meeting of Thursday, July 22, 1976

CALL TO ORDER:

The special meeting of the Board of Trustees of Community College District No. 512 was called to order by Chairman Munson on Thursday, July 22, 1976, at 8:00 p.m., in the Board Room of the Administration Building, Algonquin and Roselle Roads, Palatine.

ROLL CALL:

Present: Members William A. Kelly, Robert R. Moats, Shirley A. Munson, Jessalyn M. Nicklas, Robert G. Rausch, Judith Troehler, Natalie Weber, and Student Member Robin Turpin

Absent: None

Also present: Robert E. Lahti, John Birkholz, Frank Borelli, Pat Bourke, Peg Burbach, Robert Burton, John DiCano, Robert Chantry, Anton Dolejs, George Dorner, Guerin Fischer, John Gelch, Jean Goodling, Lo Hansen, Robert Hughes, Chris Hunter, Fred Inden, John Januszko, C. Patrick Lewis, John Lucas, Dave Macaulay, W.J.Mann, M. Scott McMannis, Don Mistic, Joann Powell, Gary Rankin, Frank Smith, Donn Stansbury, Suzanne Stidger, Cal Stockman, Elaine Stoermer, Paul Swanson, Urban Thobe, Fred Vaisvil, P. Vander Haeghen, George Voegel, W. E. Von Mayr, Gordon Wallace, Betty Windham, Robert Wyman and Hope Zulawski--Harper College; Bruce Edward Donnelly--Harper Student; Diane Norman--Copley Record Newspaper; John Frank--Paddock Publications; Gerry Anderson--League of Women Voters; E.R.Flitcraft, Chairman, National Education Coordinating Committee; and Lorraine Kelly, Shirley L. Turpin and Howard Turpin.

MINUTES:

Member Rausch moved, Member Moats seconded, approval of the minutes of the regular Board meeting of June 10, 1976, and the minutes of the special Board meeting of June 23, 1976.

Member Nicklas suggested the minutes of June 23, 1976, be corrected on page 5, first paragraph, line six, to read, "Member Troehler reviewed the open meetings and...." She felt as Member Troehler had used the word "open" it should be included in the minutes. Member Troehler agreed.

Member Kelly stated he had a correction to the minutes of June 10, 1976. He questioned who had authorized the verbatim inclusion in these minutes of the statement read by Mr. William Miller. He did not recall voting on it. He pointed out that recently the Board had been addressed by Linda Bertelson, and also Bernard Feery who represented a group of senior citizens; however, neither statement was included

MINUTES:
(cont.)

verbatim in the meetings. In the interest of fair treatment, Member Kelly suggested the minutes should be corrected after that portion reading, "William E. Miller, President of the Faculty Senate, read the following statement," by deleting the following verbatim statement made by Mr. Miller. Referring to the minutes of June 23, 1976, Mr. Kelly also felt the long verbatim statement read by Mr. Michael Bartos should be deleted.

Member Rausch raised a point of order, questioning what the parliamentary procedure is for dealing with objections to the minutes.

As proposed by Member Nicklas, Member Moats moved that the minutes of June 23, 1976, be corrected on page 5, first paragraph, line six, to add the word "open" to the following sentence: "Member Troehler reviewed the open meetings and work of the committee...." Member Moats stated he felt the discussion initiated by Mr. Kelly on deletions should be considered separately.

Referring to Member Rausch's point of order, Chairman Munson stated the Board could always refer back to tapes of the meetings if they did not have full agreement. She felt all objections to the minutes should be heard. Member Kelly stated that in his opinion when corrections are made to the minutes, the Chair asks if there are any objections to the corrections. If there are none, the corrections are made. If there is a question, it can then be put to a vote.

Dr. Lahti pointed out the secretary taking the minutes is the secretary to the Board. She serves and records at the pleasure of the Board. Whatever the consensus is on the minutes, the secretary will be pleased to record.

Member Nicklas seconded the motion made by Member Moats.

Motion carried.

In regard to inclusion of statements in the minutes, Chairman Munson felt the Board should each time direct whether or not they felt the statement should be included. Member Weber disagreed, stating she felt the Board should establish a policy on whether to include the statements, or just make a brief statement saying a copy of the statement was attached to the official Board minutes.

Member Nicklas stated that over the years reports made by Board members have generally been included verbatim, if lengthy, they are sometimes paraphrased, with the

MINUTES:
(cont.)

statement that the report is attached to the official minutes. For the most part, other statements read are not included, with mention made of them and copies attached to the minutes in the record.

If a verbatim statement is to be included in the minutes, Member Kelly felt the proper procedure would be a motion to that effect by a Board member, or with concurrence of the Board.

Chairman Munson asked if there were any objections to the corrections made to the minutes by Member Kelly. Member Moats raised several points.

Member Rausch moved, Member Troehler seconded, that the verbatim transcript of Mr. Bartos' statement in the June 23, 1976 minutes, and the verbatim transcript of Mr. Miller's statement in the June 10, 1976 minutes, be deleted from the official minutes and be replaced with a brief statement relative to the topics they addressed themselves to.

The question was called, and the motion carried with all members voting aye, except Member Weber who voted nay.

Member Kelly felt Member Rausch should summarize the statements regarding these matters for the minutes to avoid any onus on the secretary.

Member Rausch paraphrased the statements to replace the deletions and suggested the minutes read as follows:

In the June 10, 1976 minutes, "Mr. Miller made remarks to the effect that the faculty wants to be able to return to devoting its energies to academic operations on a full-time basis and urged the Board to help bring an end to the present unsettled state of affairs;"

In the June 23, 1976 minutes, "Mr. Bartos addressed himself to a response to Mrs. Munson's statements in the Palatine Herald, setting forth what he thought were the statements of facts and attitudes, vis-a-vis Mrs. Munson's remarks, and ending his remarks he stated that we should work together to create a climate for better understanding and more peaceful negotiations next year (having previously castigated the Board)."

Member Weber felt it would be enough to state that a statement was read in response to the remarks in the Herald.

MINUTES:
(Cont.)

Member Rausch moved, Member Troehler seconded, that the suggestions for paraphrasing those remarks be accepted as he had just stated.

All members voted aye, except Member Moats and Weber who voted nay. The motion carried.

Upon roll call, the vote on approval of the amended minutes of June 10 and June 23, 1976, was as follows:

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

Motion carried.

CITIZEN
PARTICIPATION:

William E. Miller, President of the Faculty Senate, reported the Senate had met on July 21, 1976. He stated they were upset with the policy change which eliminated the Faculty Senate report from the Board agenda. Mr. Miller asked the Board to reconsider this change, as he felt it was made without consultation with the faculty. Member Weber pointed out the Policy Manual Committee meetings were totally open and this change was discussed openly in the meetings.

DISBURSEMENTS:
Bills Payable

Member Kelly moved, Member Nicklas seconded, approval of the bills payable of July 22, 1976, as follows:

| | |
|--------------------------|--------------|
| Educational Fund | \$218,306.83 |
| Building Fund | 147,071.00 |
| Site & Construction Fund | 221,563.40 |
| Bond & Interest Fund | 23.31 |
| Auxiliary Fund | 131,578.80 |

There was discussion on rental of facilities, and Dr. Lahti stated the policy on rental of facilities would be distributed again 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.

Payrolls

Member Kelly moved, Member Nicklas seconded, approval of the payroll of June 15, 1976, in the amount of \$320,226.70; the payroll of June 30, 1976, in the amount of \$346,408.55; and the estimated payroll of July 1, 1976 through August 31, 1976, in the amount of \$1,343,270.03.

DISBURSEMENTS:**Payrolls
(cont.)**

Upon roll call, the vote was as follows:

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

Motion carried.

**Financial
Statements**

Dr. Mann commented on the June 30 financial statements. He pointed out that the Educational Fund ended up \$18,000 in the black after a rough year based on the large increase in enrollments. Chairman Munson praised the Accounting and Systems Department for getting the statements out considering the extra load of work they had the past week.

Bid Awards

Member Nicklas moved, Member Troehler seconded, approval of the following bid awards in Exhibit VI-F. (Exhibits attached to the minutes in the Board of Trustees' Official Book of Minutes.)

- VI-F1 Authorize renewal of the leasing contract for the OpScan equipment to the Optical Scanning Corp., in the amount of \$13,260.00 for the fiscal year 1976/77;
- VI-F3 Award bid request Q-4475 for Intercollegiate Athletic Insurance to the low bidder, Student Plans, in the amount of \$4,915.00;
- VI-F4 Authorize purchase of additional radio pagers to our communications system from the Motorola Co., in the amount of \$3,728.65;
- VI-F5 Award bid request Q-4503 for the printing of the college newspaper, HARBINGER, to the low bidder according to specifications, Frontier Press, in an amount not to exceed \$23,000.00;
- VI-F6 Award bid request Q-4493 for video cassette players and recorders for LRC Color TV System, Phase I, to the low bidder, Swiderski Electronics, in the amount of \$7,735.00;
- VI-F7 Award bid request Q-4486 for paper products for Food Service Dept., to the low bidder according to specifications, Bade Paper Co., in the amount of \$11,236.59;
- VI-F8 Authorize the issuing of a change order to purchase order D-4470 to Park Press for the printing of Harper College Fall Course Schedule in the amount of \$1,698.25 for a total purchase order of \$9,629.25;

DISBURSEMENTS:
Bid Awards
(cont.)

- VI-F9 Award bid request Q-4494 for projectors and allied equipment to the low bidder, United Visual Aids, in the amount of \$3,677.50. Student Gift to the college.
- VI-F10 Award bid request Q-4515 for continuous stock, tab cards and self-adhesive labels for Computer Services to Chicago Business Forms for paper and labels, as low bidder, in the amount of \$10,412.87, and to Data Documents for tab cards, as low bidder, in the amount of \$3,929.56. Total amount of award, \$14,342.43;
- VI-F11 Award bid request Q-4519 for paper products for use by the Custodial Dept., to the low bidder according to specifications, Bermingham Prosser Paper Co., in the amount of \$12,566.25.
- VI-F12 Authorize the renewal of the trash removal contract to the Browning-Ferris of Illinois Corp., in an amount not to exceed \$6,700.00;
- VI-F13 Award bid request Q-4455 for the purchase of Payroll/Personnel Data System to the low bidder according to specifications, Personnel Data Systems, in the amount of \$24,400.00;
- VI-F14 Award bid request Q-4504 for color television modification system to the low bidders according to specifications, as follows: items 1 - 14 to Swiderski Corp., in the amount of \$70,484.00; item 15 to Zenith in the amount of \$17,278.92. Total amount of award, \$87,762.92;
- VI-F15 Award bid request Q-4502 for printing of the College 1977/78 Bulletin to the low bidder, Reilly Graphics, in the amount of \$21,380.00;
- VI-F16 Award bid request Q-4521 for snack items to be used by the Food Service Dept., to the low bidder according to specifications, C.J.Vitner Co., in the amount of \$5,112.00;
- VI-F17 Award bid request Q-4520 for custodial supplies to seven bidders as follows: Chem Service--\$259.50; Bolotin--\$1,613.40; Heath--\$699.50; Hillyard--\$4,222.95; Brownsey--\$204.00; Diamond--\$88.00; and Stanley--\$430.00. Total amount of the award, \$7,517.35.

DISBURSEMENTS:

Bid Awards

(cont.)

VI-F19 Award bid request Q-4516 for athletic equipment and supplies to the following bidders: Parrish Sporting Goods--\$641.92; Ned Singer Sporting Goods--\$1,626.40; Suburban Sporting Goods--\$473.34; and Tod Hayden Sporting Goods--\$835.24. Total amount of award, \$3,576.90.

The administration answered a number of questions from the Board regarding various aspects of the bids.

Upon roll call, the vote was as follows:

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

Nays: None

Motion carried.

Member Troehler moved, Member Moats seconded, approval of the following bid awards in Exhibit VI-F. (Exhibits attached to the minutes in the Board of Trustees' Official Book of Minutes.)

VI-F2 Authorize renewal of the rental contract for the IBM Computer and its related equipment to the IBM Corp., in the amount of \$235,779.94 for the fiscal year 1976/77;

VI-F18 Award purchase order D-4918 to the IBM Corp., for Secretarial Science Lab typewriters in the amount of \$14,095.00.

Upon roll call, the vote was as follows:

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

Nays: None

Abstained: Member Nicklas

Motion carried.

COMMUNICATIONS:

Chairman Munson referred to a letter from W.E. Miller, (with copies to members of the Board), asking the Board to consider meeting with the faculty representatives on a monthly or bimonthly basis for the purpose of ironing out old problems and avoiding new ones. She suggested the present means of communication set up with the administration be followed, indicating she did not feel the system had been given a chance since negotiations were completed. Member Kelly stated a Communications Committee had been formed in the past and various members of the Harper family had been invited to participate. The faculty had been represented at one meeting, but attended without participating. Member Nicklas stated the purpose of the committee was to allow all segments of the college

COMMUNICATIONS:
(cont.)

to participate. Member Moats felt it would be interesting if freer communication could be opened up with the faculty. As the Faculty Senate has declared they are actually Local 1600 AFT, he felt it was not proper for the Board to communicate with Local 1600 AFT except through normal negotiating channels. As secretary, Member Troehler pointed out she does not bring communications to the Board table that the members have received prior to the meeting. Dr. Lahti felt John Birkholz and C. Patrick Lewis should be recognized for their efforts in moving forward with communications in his absence. He referred to the meeting Dr. Birkholz held on Tuesday, stating Dr. Birkholz has in the past brought problems to the faculty and asked for their input.

Mr. Miller indicated the closing comments in his letter expressed the feeling that relationships would improve and expressed the desire on the part of the faculty to communicate with the Board and the administration. Chairman Munson felt the Board was in concurrence. Dr. Lahti expressed doubt that any administrator had received a copy of this letter, and questioned, what is communications? Chairman Munson suggested that in the future the faculty send copies to the administration. Dr. Lahti stated, in the spirit of open communication, they would do the same.

Secretary Troehler read a letter addressed to Dr. Lahti from E. R. Flitcraft, Chairman, National Education Coordinating Committee (NECC), in regards to the recent articles in the Suburban Trib, Paddocks, and other publications.

Member Nicklas read the following report of the Investment and Banking Committee:

On July 10, 1976, an ad hoc committee was appointed by the Chairman of the Board to review the method of selecting investment institutions and banks for checking accounts, and to report back to the Board with those methods as well as any recommendations for change.

Members of this committee were: Natalie Weber, William Kelly and Jessalyn Nicklas, Chairman.

Dr. William Mann was requested to provide information regarding investments and bank accounts to members of the committee for their study prior to the meeting. Although all of this information is public, no citizens nor the press had requested the opportunity to review it. The Committee shared the exhibits with the press at its meeting on July 15, 1976.

UNFINISHED
BUSINESS:
Investment and
Banking
Committee
Report

UNFINISHED
BUSINESS:
Investment and
Banking
Committee
(cont.)

The responsibility of the committee was to determine whether the best interests of Harper College, and thus its citizens, were being served through its financial practices. Discussion of individuals was not within the charge to this committee.

It was ascertained that there is a written procedure for the placing of investments, and that such procedure is being followed.

It was ascertained that careful records are kept of Certificates of Deposit and Treasury Bills, that the highest bidder is used in almost all cases, with the only exceptions being those banks which are nearing their legal limit.

Inasmuch as the Bank of Elk Grove had recently been a subject of interest in the newspapers, it was noted that each of the awards to that bank during the period of study reflected the highest bid.

Checking accounts, their purposes, and their short-time in and out flow of monies were reviewed. It was noted that the checking account at Elk Grove Bank handles only the in and out revenues and disbursements for the bookstore and the food service, and does not contain any tax monies.

It was the opinion of this committee that procedures are being followed, that careful records are maintained, and that no preferential treatment is given to any bank.

The committee commented on the possible establishment of new banks in our district and recommended to the office of business affairs that it note such new banks and provide them also with the opportunity to bid.

Regarding recent allegations in the newspapers relative to Dr. Lahti's membership on the board of a bank where Harper has an account, Chairman Munson suggested an additional charge to the committee to investigate these allegations.

Member Moats moved, Member Kelly seconded, the acceptance of the committee's report.

In the discussion which followed, Dr. Lahti explained that shortly after he was asked to be a member of the Board of Directors of the Bank of Elk Grove he requested a legal opinion from the attorney on whether this would be a conflict of interest. All members of the Board now and for the past several years have had that statement. Dr. Lahti stated he will continue to

**UNFINISHED
BUSINESS:**
**Investment
and Banking
Committee
Report
(cont.)**

follow that legal advice, as with all other legal opinions, until the Board directs otherwise.

Member Rausch pointed out that obviously the president of an institution like Harper College falls into that group of people who are considered leaders of the community. In questioning Dr. Lahti, Member Rausch brought out that Dr. Lahti is currently a member of two other boards--the Northwest Community Hospital and YMCA boards. Although Harper has contractual relationships with Northwest Community Hospital (nursing program), there has been no indication of a conflict of interest there. Member Rausch asked if it is a requirement of the State of Illinois, or the bank, that a board member own shares to be on a bank board. Dr. Lahti believed it was a requirement of the State Banking Act. Dr. Lahti stated he had bought \$1000 worth of stock which he is legally required to sell back to the bank for \$1000 when he leaves the board. Member Rausch pointed out this \$1000 worth of stock is far removed from the \$5000 Ethics Statement rule. Member Rausch stated he was personally against any further reconsideration of this issue. He felt the Board was dealing with phantoms, and stated the Board does not control the media. Member Kelly added that the Board is not about to place the governance of the college in the hands of the newspapers. Member Nicklas stated it had been established for the record that there was no illegal action, no personal benefit. She stated the Board is made up of various kinds of interest, providing a variety of input, views and experience. She hoped others at Harper will be more involved in the community, both to learn and to give their expertise and experience. Member Nicklas felt involvement such as this benefits Harper, contacts which help the programs and benefit the staff. Dr. Lahti discussed an Estate Planning Seminar held for administrators at the college, at no cost to the college, which he had arranged through his affiliation with the banking industry. It is now planned to offer this seminar for the faculty and the classified staff, and he felt ultimately this would work into a seminar through the Continuing Education Program. Dr. Lahti spoke of the advantages of affiliation with the banking industry, and stated he personally felt the college could benefit, the staff could benefit, and he could profit in terms of professional growth.

Member Moats felt this had been a healthy discussion and actually addressed itself to the questions the Chair had proposed for the committee.

The motion carried. Chairman Munson stated the committee's report had been accepted as presented, the committee's charge was fulfilled, and the committee dissolved.

**UNFINISHED
BUSINESS:
Committee
on College
Meetings
Report
(cont.)**

Member Rausch reported the Committee on College Meetings is composed of Robert Moats, Judith Troehler, and himself as Chairman. The committee has been charged with looking into college policies and practices regarding, travel, expense, and transportation facilities. They have met once and are scheduled to meet again on July 27. The committee has requested the administration provide copies of all policies and procedures, that apply now and have applied over the past two years, relative to the aforementioned subjects; the administration has been asked to scan the press and provide a comprehensive and cohesive list of the charges; letters have been sent to the editors of various newspapers serving the community, the Faculty Senate and the Employees' Council, requesting they provide the committee with any documented facts prior to the open meeting of July 27. At that meeting, the committee will review the accumulated data, compare the data and allegations, draw their conclusions, and arrive at some resolution as to whether or not there have been any violations. Member Moats added that if any employees brought information to the committee there would be no reprisals against them.

In response to a question from Member Troehler, Dr. Mann reported the plans and specifications for the Algonquin Road traffic light are completed, the application for permit applied for, and hopefully plans and specifications will go out next week and the bidding process begun. The bid award will be brought to the August Board meeting, if all goes as planned.

**Building and
Construction**

Member Moats reported that Buildings "G" and "H" are basically on schedule but awaiting an updated equipment delivery schedule. Occupancy is scheduled for Jan., 1977. Member Moats stated the architects hope to have the documents on Building "M" ready for the Capital Development Board at the end of this week. A problem has developed on Building "J" in the legislature, but the architectural work is continuing.

**NEW BUSINESS:
Budget Hearing**

Chairman Munson declared the meeting recessed at 9:40 p.m., for the purpose of a public hearing on the budget for 1976-77. She then turned the public hearing over to the Budget Committee Chairman, Member Rausch.

Member Rausch discussed the budget process which involved three rounds of budgeting. He pointed out this is a tight budget, yet not a retrenchment budget as it is fully expected the college will meet the growth pattern anticipated for next year. It will dip into the reserves which probably means the Board will have to seriously consider the probability of going to the voters next year for a tax increase. The most significant area of increase in the operating budget

NEW BUSINESS:
Budget Hearing
(cont.)

is salary increments, 4.7 percent over last year. Enrollment is expected to increase five percent over last year, from 17,900 to 18,700 head count. Significantly, income per student from local taxes has decreased 66 percent from 1967-68, state apportionment is being cut back, chargeback revenue is expected to drop. In terms of the rate of growth pattern, tuition, and financial management, Member Rausch felt Harper College has one of the best records in taxation in the state. He recommended the budget to the Board and stated it provides for the kind of growth the college has been experiencing and will continue to experience in the estimation of the Budget Committee.

Dr. Mann discussed several significant factors, among them the tremendous decrease in 1975-76 in state apportionment from \$21.70 to \$18.31, pointing out that salaries are increasing, material costs are increasing, student body is increasing, and the college needs appropriate funding from the State of Illinois to run the college. Dr. Lahti also commented that the administration and the faculty have wisely balanced the teaching load class size, student tuition, and state aid.

As there were no public comments, Chairman Munson declared the budget hearing closed and reconvened the Board meeting at 10:05 p.m.

1976-77 Budget

Member Kelly moved, Member Nicklas seconded, that the Board adopt the budget by the following resolution:

RESOLUTION

WHEREAS, the Board of Community College District No. 512, Counties of Cook, Kane, Lake and McHenry, and State of Illinois has caused to be prepared in tentative form a budget for the fiscal year commencing July 1, 1976, and the Secretary of this Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon; and,

WHEREAS, due notice that said tentative budget was available for public inspection has been given in full compliance with the law; and,

WHEREAS, a public hearing was held as to such budget on the 22nd day of July, 1976, notice of said hearing having been given at least thirty days prior thereto as required by law, and all other legal requirements complied with; and,

WHEREAS, since the preparation of said tentative budget, the Board has obtained information respecting the current and probable assessed value of all taxable property in the College District;

NEW BUSINESS:
1976-77
Budget
(cont.)

NOW, THEREFORE, BE IT RESOLVED by the Board of Community College District No. 512, Counties of Cook, Kane, Lake and McHenry, and State of Illinois, as follows:

Section 1. That the fiscal year of this College District be and the same is hereby fixed and declared to begin on the 1st day of July, 1976, and end on the 30th day of June, 1977.

Section 2. That the budget copy of which is inserted in the minutes of this meeting immediately following the last page hereof, containing an estimate of amounts available in the Education and Building Funds, each separately, and of expenditures for each of the aforementioned funds, be and the same is hereby adopted as the budget of this College District for said fiscal year.

The Board adopt the levies for the Educational and Building Funds by the following resolutions:

RESOLUTIONS

BE IT RESOLVED: That there be and hereby is levied for the year 1976 a tax in the sum of \$4,500,000.00 for Educational purposes, and that the Secretary and Chairman of this Board be authorized and directed to execute a proper Certificate of Levy and to file the same with the County Clerks of Cook, Kane, Lake and McHenry Counties, Illinois, on or before Tuesday, September 28, 1976.

BE IT RESOLVED: That there be and hereby is levied for the year 1976 a tax in the sum of \$1,650,000.00 for Building purposes, and that the Secretary and Chairman of this Board be authorized and directed to execute a proper Certificate of Levy and to file the same with the County Clerks of Cook, Kane, Lake and McHenry Counties, Illinois, on or before Tuesday, September 28, 1976. (Copy of the Certificate of Levy is attached.)

The Board adopt the following resolution in order to pay Liability Insurance premiums as authorized by law:

BE IT RESOLVED: That there be and hereby is levied for the year 1976 a tax in the sum of \$52,300.00 for Liability Insurance Premium purposes, and that the Secretary and Chairman of this Board be authorized and directed to execute a proper Certificate of Levy and to file the same with the County Clerks of Cook, Kane, Lake and McHenry Counties, Illinois, on or before Tuesday, September 28, 1976. (Copy of the Certificate of Levy is attached.)

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--
Faculty

Member Troehler moved, Member Nicklas seconded, the appointment of Mr. J. Wilton Hughes as Assistant Professor, Data Processing, effective August 17, 1976, at an annual salary of \$15,800.00 for a 39 week contract.

Member Weber questioned why all but one of the staffing exhibits were hand-carried to the meeting. Dr. Birkholz explained that initially the administration had presented a staffing plan in December. As the plan was incomplete, the Board had requested a complete staffing plan in January. This delay did cause some problems--it cost about a month to go through two cycles and there was a problem with vacations. Rather than lose some of these people by waiting until the August meeting, Dr. Birkholz felt it was better to hand-carry these exhibits to the July meeting. He stated he appreciated the Board's position but felt this was unavoidable. After discussion, the Board agreed to take time to study each exhibit rather than holding a special meeting.

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, the appointment of Mr. James K. Seck as Instructor, Real Estate/Business Administration, effective Aug. 17, 1976, at an annual salary of \$14,750.00 for a 39 week contract.

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, the appointment of Ms. Mary Ellen Deschenes as Instructor of Dental Hygiene, effective Aug. 17, 1976, at an annual salary of \$12,290.00 for a 39 week contract.

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--
Faculty
(cont.)

Member Nicklas moved, Member Rausch seconded, the appointment of Mr. Darrel H. Tiller as Instructor of Criminal Justice, effective August 17, 1976, at an annual salary of \$14,610.00 for a 39 week contract.

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, the appointment of Ms. Carole R. Shepard as Instructor, effective August 17, 1976, at an annual salary of \$13,450.00 for a 39 week contract.

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 Nicklas seconded, the appointment of Ms. Charlotte C. Herzog as Instructor of Art History, effective August 17, 1976, at an annual salary of \$13,375.00 for a 39 week contract.

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 Nicklas seconded, the appointment of Mr. Ervin F. Brinkman as Instructor of Accounting for a one year terminal appointment, effective August 17, 1976, at an annual salary of \$17,675.00 for a 39 week contract.

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--
Faculty
(cont.)

Member Rausch moved, Member Troehler seconded, the appointment of Mr. Frank M. Balles as a Teacher Associate, Data Processing Lab Technician, effective August 17, 1976, at an annual salary of \$8,500.00 for a 39 week contract.

Upon roll call, the vote was as follows:

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

Motion carried.

Resignation

Member Rausch moved, Member Troehler seconded, that the Board of Trustees accept with regrets the resignation of Mr. Cal Stockman, effective Sept. 1, 1976. Motion carried.

Both Dr. Birkholz and Dr. Lahti expressed regrets on Mr. Stockman's resignation but wished him well in his new position. Dr. Lahti stated this gap must be closed quickly and thought there would probably be an interim dean for the coming year.

Leave of
Absence

Member Rausch moved, Member Troehler seconded, that the Board of Trustees grant Ms. E. Windham's request for a long-term leave of absence, without pay, for the academic year 1976-1977.

George Dorner explained how this opening would be handled in Ms. Windham's absence and expressed his pleasure at this opportunity for Betty Windham. Dr. Lahti stated this is another example where ambition, scholarship, and intellectual achievement have a payoff; in this instance Ms. Windham is the recipient. Dr. Lahti felt this is a total plus for Harper.

Upon roll call, the vote was as follows:

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

Motion carried.

Contract
Rider

Member Moats moved, Member Troehler seconded, that a two-week contract rider, in the amount of \$602.00, be given to Robin Jacobs for the period August 2 to August 13, 1976; the rider is based on Ms. Jacobs' 1976-1977 contract salary of \$11,745.00.

Upon roll call, the vote was as follows:

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

NEW BUSINESS:
President's
Salary,
1976-77

Chairman Munson asked for a motion to defer action on the President's salary until after the meeting on July 27 because of the unpleasant accusations leveled against the President recently. Member Kelly raised a point of order, stating he objected because there was no motion on the floor.

Member Rausch moved, Member Nicklas seconded,
the following:

That the terms and conditions of Dr. Robert E. Lahti's contract be continued and that his contract be extended to three years, and that for 1976-77 it reflect an additional \$3,000.00 to be divided between T.I.A.A. and his base salary as he would desire; that an additional \$1,000.00 sum be granted on a one-time non-cumulative basis in recognition of outstanding performance and service.

As retired Chairman of the Goals Committee, Member Nicklas reviewed the procedures and purpose of that committee. She stated the Board of Trustees met on June 23 and reviewed the performance of the President in detail and found that he has carried out the terms of his contract, the duties within his job description, and directed the accomplishment of the 1975-76 institutional goals well above average. In doing so, he conducted with the aid of his staff a successful Board approved referendum that put the college in an excellent condition for future planning and will bring to the citizens and students of the northwest suburbs a Physical Fitness Center on a much more timely schedule than would have been possible through normal State procedures. The Board has found the President flexible and willing to accept and initiate new ideas on behalf of the students and the community. Member Nicklas stated the Board wished to express its appreciation for his continued dedication and leadership on behalf of the college.

Member Moats offered an amendment to the motion and moved that final consideration of the contract be deferred until after the meeting of the committee on July 27. Member Weber seconded.

Member Rausch pointed out to the Board that there are seven elected trustees; he felt if the Board deferred action at this time they would be admitting to voting membership on the Board the phantoms that he had referred to earlier.

Member Kelly raised a point of order, stating he felt the amendment was improper in terms of Robert's Rules, that a proper motion would be a motion to lay on the table.

NEW BUSINESS:
President's
Salary
1976-77
(cont.)

Member Moats agreed this was an improper motion, and he moved to lay the motion on the table. Since there was no second to table, the motion failed.

Member Moats commented that although he had moved to defer this motion, it did not mean that he did not agree with the evaluation of the President. He also stated that as a member of the committee, which will meet on July 27, this did not mean that the committee has come to a decision. Following that meeting, the committee will deal with the facts as presented.

Upon roll call on the original motion on Dr. Lahti's contract, the vote was as follows:

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

Nays: None

Abstained: Member Munson

Motion carried.

RAMP
Planning
Document

Member Rausch moved, Member Nicklas seconded, that the Board approve the RAMP/CC document as submitted.

Dr. Mann explained that basically Dr. Lucas had coordinated the planning efforts on this document, but virtually everyone in the college had worked on it. This comprehensive document includes all organization units within the college in the technical plan, and in the other data sections describes present and projects future enrollments, degrees granted, academic programs, financial resources, physical facilities, and personnel requirements. Dr. Mann stated the most important section is the section dealing with requests for new facilities. From this particular table in the RAMP document, the State will take that to be Harper's request for facilities for the next meeting of the legislature.

Motion carried.

Trust Fund
for Buildings
"I" and "J"

Member Rausch moved, Member Nicklas seconded, that the Board approve the establishment of the following trusts in the indicated amounts:

Building I (CDB Project 810-032-003)
in the amount of \$85,094.41.

Building J (CDB Project 810-032-005)
in the amount of \$118,655.69.

Upon roll call, the vote was as follows:

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

Nays: None

Motion carried.

NEW BUSINESS:
Student
Representative

Chairman Munson welcomed Robin Turpin to her first meeting as Student Representative to the Board, and expressed the hope that Robin would enjoy her year on the Board.

PRESIDENT'S
REPORT:

Dr. Lahti spoke of the Backstretch Program at the Arlington Racetrack. Mr. Stockman pointed out the important difference this year is that the college did not receive funding from the ICCB to support the program. This year the racetrack is funding it. The program again this year consists mainly of language development courses and some courses in personal skills.

Dr. Lahti reported the Foundation had met today and elected its new officers. They took action for approval of two additional members, Dr. Jacobs and Mrs. Jurco. The Foundation also has expanded its membership from 11 to 15. There are three vacancies and the Foundation would welcome any suggestions for additional members. The Foundation had a good year in its third year of existence and is looking forward to better things next year.

ADJOURNMENT:

Member Rausch moved, Member Weber seconded, that the meeting be adjourned at 10:50 p.m. Motion carried.

Chairman Shirley Munson

Secretary Judith Troehler