

Ambrose Easterly  
LRC PRD

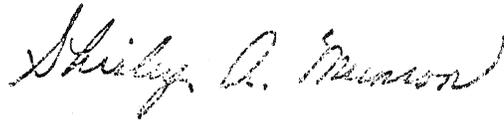
WILLIAM RAINEY HARPER COLLEGE  
Algonquin & Roselle Roads  
Palatine, Illinois

COMMITTEE MEETING NOTICE

TO: Members of the Board of Trustees of Community College  
District No. 512, Counties of Cook, Kane, Lake and  
McHenry and State of Illinois.

NOTICE IS HEREBY GIVEN that there will be a committee meeting  
of the whole of the Board of Trustees of Harper College on Thursday,  
January 19, 1978, at 7:30 p.m. in the Board Room of the administration  
building, to discuss the 1978-79 college budget.

DATED this 5th day of January, 1978, at Palatine, Illinois.



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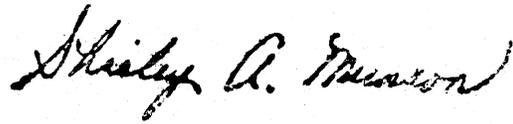
SHIRLEY A. MUNSON  
Chairman, Board of Trustees

WILLIAM RAINEY HARPER COLLEGE  
Algonquin & Roselle Roads  
Palatine, Illinois

TO: Members of the Board of Trustees of Community College  
District No. 512, Counties of Cook, Kane, Lake and  
McHenry and State of Illinois.

NOTICE IS HEREBY GIVEN that there will be a recessed  
meeting of the Board of Trustees on Thursday, January 19, 1978,  
at the hour of 7:00 p.m., in the Board Room of the administration  
building of William Rainey Harper College, Palatine, Illinois.

DATED this 16th day of January, 1978, at Palatine,  
Illinois.



SHIRLEY A. MUNSON, Chairman

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 Recessed Board Meeting of Thursday, January 19, 1978

CALL TO ORDER: The recessed meeting of the Board of Trustees of Community College District No. 512 was called to order by Chairman Munson on Thursday, January 19, 1978, at 7:10 p.m., in the Board Room of the Administration Building, Algonquin and Roselle Roads.

ROLL CALL: Present: Members Janet Bone, Joan Klussmann, Robert R. Moats, Shirley A. Munson, Jessalyn M. Nicklas, David Tomchek, Natalie C. Weber, and Student Member John Demmert  
Absent: None

Also present: John R. Birkholz, Frank Borelli, Pat Bourke, Donald Carlson, Robert Chantry, Frank Christensen, Bob Cormack, Anton A. Dolejs, G. Dorner, Marguerite Ewald, C. F. Falk, Guerin Fischer, John Gelch, Jean Goodling, W. R. Howard, W. D. Klingenberg, Henry J. Kurowski, John Lucas, Jean E. Lytle, Liz McKay, William E. Miller, Don Misic, John Morrow, John Muchmore, Jeanne Pankanin, Joann Powell, Wally Reynolds, Donald Sedik, Donn Stansbury, Rena Trevor, Fred Vaisvil, George Voegel, Cliff Wener, John F. White, Dave Williams, Robert Wyman, Joan Young, and Carol Zack--Harper College; Alan Bergstrom, Linda Guettinger, Paul Johnson, and Jody Saunders--Harper Students; Rena Cohen--Paddock Publications; Carol Forrest--Suburban Trib; and Marvin Gans--Schoolcraft College.

UNFINISHED BUSINESS:  
Unemployment Compensation Insurance  
Member Tomchek moved, Member Demmert seconded, the adoption of the resolution in Exhibit III-A authorizing reimbursement financing for unemployment compensation (Ex. III-A attached to the minutes in the Board of Trustees' Official Book of Minutes).

For the public record, Member Moats pointed out the resolution elects employment reimbursement benefits rather than State unemployment tax.

Regarding the unemployment compensation, Member Bone stated she had questioned whether the college would be liable for people working under CETA grants and she had received clarification that this would be the responsibility of the Federal Government.

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson, Nicklas, Tomchek and Weber  
Nays: None

Motion carried. Member Demmert voted aye.

UNFINISHED  
BUSINESS:  
Master  
Plan

Dr. Birkholz suggested Dr. John Muchmore, Chairman of the Steering Committee on Master Planning, review the work of the committee to date.

Dr. Muchmore discussed the recommendation in Ex. III-B concerning the selection of a firm to assist in the process of Master Planning. After a number of meetings, the committee met with the Board committee-of-the-whole on January 17. A pair of alternatives reflecting the firms of McManis & Associates and Arthur D. Little, Inc. were presented, along with essential points on the merits of these firms' proposals. Subsequently, the committee met again and arrived at their recommendation. Dr. Muchmore discussed the rather substantial money differences in the base proposals and the concern regarding proposed service committed by each firm in terms of person hours. He stated both firms, once engaged, would like to carry the project through. Comparing costs, Dr. Muchmore stated the McManis cost came to approximately \$21,500 and the A.D. Little cost to approximately \$37,000, plus \$7,000 for ORC.

Member Tomchek asked if it would be accurate to characterize the basis for the rejection of McManis & Associates as a question of alleged conflict or alleged influence, because one of the principals was a former employee of Harper College. Dr. Muchmore felt the committee's concern was not of allegation but a concern of appearance. Member Weber felt the Board needed to weigh the possibility of something being construed as a seeming impropriety against the monetary difference.

Member Tomchek wondered if it would have been easier for the committee if the Board had provided clearer directions. He felt the Board had seen the Master Plan as the product, but never addressed themselves to the process. Dr. Muchmore felt, if the Board had introduced cost limitations, this could have been one issue that would have guided the committee. Member Nicklas felt the Board indicated they wanted a Master Plan and the kinds of needs they had. She felt both firms were qualified and reputable.

Member Moats understood one of the recommendations was to give the committee more time to look at the proposals and pointed out they had not requested more time.

Member Tomchek expressed concern that the committee recommended Arthur D. Little, Inc., because he felt it created the appearance they are selecting their number two choice at one-and-a-half the cost of their number one choice. He referred to the college's financial position. He questioned why more people within the institution cannot assume more responsibility for the direction of the institution, referring to

UNFINISHED

BUSINESS:

Master  
Plan  
(cont.)

requests from the administration, faculty and classified staff, for a greater degree of participation. Member Tomchek was concerned with the recommendation, stating there was general dissatisfaction with all three firms looked at. He felt the Board would be settling for something less than first-rate planning for this first-rate college and that all avenues had not been sufficiently explored.

Member Weber felt the Board had discussed at great length the reasons for going with an outside firm. It was her impression that the Board was concerned with the objectivity of the studies and research and wanted a firm that would lend both continuity and validation.

Member Klussmann asked if Arthur D. Little was the committee's second choice and whether the appearance of conflict was the only reason. Dr. Muchmore did not feel that was the only reason, although significant. He spoke of two other differences--the emphasis McManis put on presenting a process rather than material, and the man-hour difference which he felt was difficult to compare. Member Klussmann asked how the additional service rendered by Arthur D. Little would be beneficial. Dr. Muchmore stated one significant difference was the ORC survey. He felt the McManis proposal suggested a lesser check of the materials immediately available, more of an assumption that the college needs a process and guidance.

Member Moats commented he reacted for a different reason to budgetary matters. He felt the Master Plan would be used to guide the spending of perhaps 100 million dollars, and felt the difference in cost should not be a major factor. He felt the college needed the best of all possible plans now.

Member Bone expressed concern about attempting to arrive at a balanced budget and felt the Board may have to arrive at a decision as to whether they can afford it. She stated she had reached that point. Member Bone expressed appreciation to the committee for their hard work and the many hours they had given to this committee.

Dr. Fischer discussed several parameters the Board could have put on the committee's decision-making--monetary limitations and possibly the elimination of any past employees. Member Nicklas did not feel this was important and pointed out this could eliminate a number of firms and individuals that had been associated with Harper in the past. She felt the question was not necessarily that of money, but which firm would do the best job.

UNFINISHED  
BUSINESS:  
Master  
Plan  
(cont.)

Member Bone moved, Member Weber seconded, that the Board of Trustees contract the firm of McManis and Associates for the purposes of Master Planning.

Member Moats asked Dr. Muchmore if in his professional opinion he believed Arthur D. Little, Inc., could do a better job for the college than McManis and Associates. Dr. Muchmore stated the issue remained the one discussed and stated that professionally he respected both firms and felt them to be competent.

Member Bone withdrew her motion, and Member Weber withdrew her second.

Member Bone moved, Member Demmert seconded, that the Board of Trustees contract the firm of McManis and Associates for the purposes of Master Planning, in an amount not to exceed \$44,500.00.

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson,  
Nicklas, Tomchek and Weber  
Nays: None

Motion carried. Member Demmert voted aye.

OTHER  
BUSINESS:  
Committee  
Appointments

Referring to the regular Board meeting of Jan. 12, 1978, at which committee appointments had been made, Member Nicklas stated she had been unable to attend that meeting. In reference to two screening committees for administrators which were appointed, Member Nicklas pointed out the Tadlock Report had stated the Board should not be involved in administrative work. As she personally felt these committees were administrative, she thought it was improper for Board members to serve on them. Therefore, Member Nicklas stated she did not choose to serve on the committee for screening an administrator--the V.P. of Administrative Services.

Chairman Munson explained there were Board members on these committees because of the many interim situations at the present time. She pointed out the committees' recommendations would go to Dr. Birkholz and he would bring the recommendations to the Board. Member Moats agreed this type of committee is administrative work. He stated he was not resigning, but did feel uncomfortable on this type of committee and thought in the future the Board should not be involved. Member Klussmann stated in the future she would also agree. Chairman Munson stated she sensed there was recognition that this is not a common situation. Member Tomchek, however, felt it was not a bad idea to have Board members on this type of committee inasmuch as the recommendation comes from the President to the Board; he felt in the process the Board might

OTHER  
BUSINESS:  
Committee  
Appointments  
(cont.)

learn to be more responsive to the kinds of things the administrators have to do.

Chairman Munson appointed the following to the Public Relations Committee:

Joan Klussmann - Chairman  
Natalie Weber - Member  
Jessalyn Nicklas - Member

ADJOURNMENT:

Member Bone moved, Member Klussmann seconded, that the meeting be adjourned at 8:05 p.m. Motion carried.

Chairman Shirley Munson

Secretary Natalie Weber