

WILLIAM RAINEY HARPER COLLEGE  
Algonquin & Roselle Roads  
Palatine, Illinois

BOARD MEETING

AGENDA

February 8, 1979

8:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
- IV. Citizen Participation
- V. Approval of Disbursements
  - A. Bills Payable
  - B. Payroll - January 15 and January 31, 1979
  - C. Estimated Payroll February 1 through March 31, 1979
  - D. Financial Statement
  - E. Budget Transfers
  - F. Bid Awards
  - G. Construction Change Orders
  - H. Bookstore Purchases in Excess of \$2500
- VI. Communications
- VII. Unfinished Business
  - A. Committee Reports
  - B. Appointment of Board Committee: Distinguished Teacher Award
- VIII. New Business
  - A. RECOMMENDATION: Personnel Actions Exhibit VIII-A
  - B. RECOMMENDATION: Tenure Recommendations Exhibit VIII-B
  - C. RECOMMENDATION: Termination of Farm Lease Exhibit VIII-C
  - D. RECOMMENDATION: Board Travel Policy (First Reading) Exhibit VIII-D
  - E. RECOMMENDATION: 1978-79 Calendar Revision Exhibit VIII-E
  - F. RECOMMENDATION: Receipt of Donations from Corporations  
to the Displaced Homemakers Program Exhibit VIII-F
  - G. BOARD INFORMATION: Grant Status Report Exhibit VIII-G
- IX. President's Report
- X. Adjournment.

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 Regular Board Meeting of Thursday, February 8, 1979

CALL TO ORDER: The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chairman Klussmann on Thursday, February 8, 1979, at 8:00 p.m., in the Board Room of the Administration Building, Algonquin and Roselle Roads.

ROLL CALL: Present: Members Janet W. Bone, George F. Dasher, Joan M. Klussmann, Shirley A. Munson, Jessalyn M. Nicklas, David Tomchek, Natalie C. Weber, and Student Member Peter Mariahazy  
Absent: None

Also present: James J. McGrath, Joy Balles, Pat Bourke, Michael D. Brown, Peg Burbach, Robert Cormack, A. A. Dolejs, George Dorner, Charles J. DuBois, Ted J. Dybos, Frank Firak, Guerin Fischer, William Foust, John Gelch, Barbara Gooch, Jean Goodling, Chuck Harrington, W. R. Howard, Fred Inden, Karen Keres, W. D. Klingenberg, Hank Kurowski, John Madej, Liz McKay, Bill Miller, Don Misic, John A. Lucas, Karen M. Lueth, Jean E. Lytle, John Neuhaus, Mike Oester, James D. Perry, Joann Powell, Anne Rodgers, Jan Savin, Leslie Schwartz, Frank Smith, Suzanne Stidger, Elaine Stoermer, Urban Thobe, Rena Trevor, Fred Vaisvil, George Voegel, Jerry Weber, Dave Williams, Regina Witort, Robert Wyman, Joan Young, and Muriel Zobott--Harper College; Kim Anderson, Bud Barry, Lloyd Bastian, Alan Bergstrom, John Blim, Sue Braun, Bonnie Burger, M. J. Canny, Cindy Caravello, Mark Comeaux, Scott Dever, Candice Frankovic, Tim Goernhan, Robert Greenhill, Steve Hillmann, Jeanine Hutchins, Paul Johnson, Barb Kriese, Bernard Lucansky, Kathy McDonough, Ray Mills, Lynda Mueller, Andy Proctor, Peg Purcell, Leslie Rice, Judy Robins, Jody Saunders, Tom Schnecke, Joanne Schwall, Steve Smith, Debbie Teschke, Mitch Wendt, Doug Westphal, Debbie White, and Haley M. Wickles--Harper Students; Jerry Hansen, Paddock Publications; Diane Norman--Countryside Barrington Press; Janell Francl--Palatine League of Women Voters; and Pat Foust.

Chairman Klussmann welcomed members of the student body, staff and community.

MINUTES: Member Dasher moved, Member Mariahazy seconded, approval of the minutes of the regular Board meeting of January 11, 1979, and the minutes of the special Board meeting of January 25, 1979, as distributed. Motion carried.

CITIZEN  
PARTICIPATION:

A number of persons addressed the Board.

Jeannine Hutchins, a full-time student in the Art Program, spoke on the non-renewal of the contract of Rusty Herzog for next fall. In order to inform the Board of the students' feelings, she and three other students had obtained 262 art students' signatures on the following petition:

"We, the undersigned students in Harper College art classes, wish to express to the Board the following:

- 1) our strong objection to the termination of Rusty Herzog, a valued and capable full-time instructor on the art faculty
- 2) our strong objection to ANY cutback of full-time staff in the art program, which consistently pulls large enrollments and is one of the instruction areas that attracts a good cross-section of the various categories of students that Harper College is committed to serve.
- 3) our deep concern that any reduction of full-time staff in the art department will adversely affect the quality, the scope and ultimately the exceptional reputation that Harper's art program has had
- 4) our grievance that the Board failed in its word to consider faculty reduction as a LAST measure in budget trimming when it rushed to meet a February 1979 deadline for contract notification, affecting the Fall 1979 semester, and BEFORE all other possible alternatives were explored.

"We hereby respectfully petition the Board to reconsider its vote in this matter, and strongly urge, on behalf of the art program, that Rusty Herzog's contract be renewed."

Ms. Hutchins presented the petition to Chairman Klussmann. (Petition attached to minutes in the Board of Trustees' Official Book of Minutes.)

Ray Mills, a retiree and presently a part-time student in Harper's art program, expressed his concern regarding the termination of Ms. Herzog. He stressed the fine rapport between students and faculty in the program. In discussing the replacement of full-time teachers with part-time teachers, he pointed out that part-time teachers are on campus only during their classes and

CITIZEN  
PARTICIPATION:  
(cont.)

spoke of the advantage to students in having teachers available at other times. Mr. Mills stated that part-time teachers do not participate in developing curriculum and plans for the department, and mentioned the full-time teachers' knowledge of and activity with art programs in area high schools and colleges in the state. Mr. Mills commented that the students are aware of the problems facing the Board, but it is their strong feeling that a full-time faculty provides the one-to-one relationship that is essential to a good art program. He expressed the hope that the Board could find some way to retain Ms. Herzog.

William Foust (Associate Professor of Art) stated he was disturbed by the Board's statements on responsibility to inform the faculty of their termination. He questioned their responsibility to inform their constituents on the buildings--what the architect's responsibilities are, who ought to repair the buildings, where monies ought to go. Chairman Klussmann pointed out the Board's legal obligation to inform the faculty of non-retention by February. Mr. Foust felt there is a moral obligation involved, in that the Board had indicated they would investigate every avenue for reducing the budget before terminating faculty. He did not feel this had been done, and stated as a faculty member and a member of the community he could not accept this action. Chairman Klussmann pointed out that it was announced at the Board's special meeting that other reductions had and will be made as the Board goes into budget meetings.

Bud Barry, a first-year student, stated he was attempting to understand what had happened regarding the termination of faculty. He felt that, confronted with a shortage of dollars, the Board and administration were acting to remedy this with the firing of teachers and he thought this was a grave mistake. Mr. Barry felt the costs of existing budget items must be trimmed, and that the students would like to know what action has been taken on over 20 suggestions on cost-cutting submitted by the RIF Committee. He asked that the Board think of the group identity of the faculty, suggesting that if the line is not held here, the war beginning with this battle may well be lost. He felt there are hard times ahead and asked the Board to consider a method to create a permanent source of income so these problems would not be encountered again.

Leslie Rice, taxpayer and student in the Architecture program, spoke in defense of the program. She made it clear that her interest was more that of a taxpayer concerned about a community college than that of a student. She sympathized with the Board's dilemma in having to make budget cuts. Ms. Rice was aware that other programs beside Architecture have been cut and that

CITIZEN  
PARTICIPATION:  
(cont.)

people in those programs have legitimate claims. She pointed out, however, that Architecture is a transfer program, and that it is the stated purpose of the college to provide high quality academic transfer programs. Another purpose of Harper is to serve community needs, and she stated the community needs Harper to provide the kind of education their children need and to which they are entitled. Ms. Rice discussed the differences in the Architecture transfer program and the Architectural Technology program. She had found it difficult to obtain cost figures on the program, primarily because the two programs are not separated in the budget. She presented to the Board a copy of the follow-up study of former transfer students. Ms. Rice had also contacted and obtained from all public high schools in the district an estimated number of freshmen (37 to 43) that they would provide Harper in the transfer program next year; this did not include parochial schools.

Ms. Rice presented two petitions to the Board. The first petition, which she read, was as follows:

"We, the undersigned students in the ATE and/or ARC programs, affirm that we are property owners and taxpayers within Harper District 512.

"We protest the action of the Board of Directors of Harper Community College to cancel the Architecture Transfer Program. It is our belief that one of the primary purposes of a community college is to provide transfer programs for its students. Architecture is a long and demanding course of study. We feel that to begin this program in a community college is of great benefit to the interested students within this district.

"We also protest the dismissal of Asst. Professor Guenter Lehmann. Mr. Lehmann is a man dedicated to providing quality education to his students."

Ms. Rice stated the second petition read exactly the same but was signed by students, not taxpayers. (Petitions attached to the minutes in the Board of Trustees' Official Book of Minutes.)

William E. Miller, President of the Faculty Senate, referred to his statement to the Board two weeks ago, when he cited two apparent contractual violations involved in the process of terminating faculty contracts. At that time he had also discussed the impact of this action on institutional morale and education at Harper. He referred to the RIF Committee Report with 23 cost-cutting suggestions which should be implemented before faculty positions are cut. Mr. Miller pointed out that during negotiations last summer, Attorney Lifton assured the bargaining team

CITIZEN  
PARTICIPATION:  
(cont.)

that the RIF clause in the contract would be invoked only as a last resort, a measure unlikely to be used. During faculty orientation last fall, the faculty was told they would be the last to be cut. Mr. Miller stated that was clearly not the case. He mentioned the faculty's growing awareness of the ten-year period of mismanagement at Harper and stated they have been accustomed to bad faith interaction over the years. Mr. Miller informed the Board that the Faculty Senate unanimously requested, on behalf of the entire union, that the Board rescind the letters sent to faculty advising them that their contracts are to be terminated at the end of the year.

Chairman Klussmann pointed out that the Board had spent a great deal of time at the January 25 meeting explaining their actions and the reasons for them.

Mr. Miller reported that the Faculty Senate unanimously voted to direct the Chairman of the Grievance Committee to begin grievance proceedings on this matter. He stated, since the Board did not wish to discuss the matter further, that a formal written grievance will be submitted to Dr. Williams by February 23. The Senate plans to go through the appropriate channels, as listed in the faculty contract.

Bernie Lucansky, a first-semester student, spoke of the difficulty he had in obtaining information about the faculty layoffs. He referred to the RIF Committee Report and the 23 cost-cutting recommendations in it, and stated he had heard they were not considered by the Board which he found hard to believe.

President McGrath stated these 23 suggestions were being looked at and meetings are scheduled with the RIF Committee starting next week. These meetings will probably go on through the spring semester until each recommendation is enacted or for good reason not accepted. Mr. Lucansky asked if most of the suggestions seemed feasible at this point. President McGrath felt about 20 of the 23 seemed feasible.

Mr. Lucansky spoke highly of the teaching ability of Mr. John Gallagher (Instructor of Biology), whose contract will be terminated, stating he felt Mr. Gallagher deserved a position at Harper.

Lloyd Bastian, a first-semester student, expressed concern about the loss of diversity at Harper, stating the main difference between a high school and a college is diversity. He felt that if another referendum were held there would be a lot less student apathy and it would pass. Mr. Lucansky recommended to the Board that another referendum be held as soon as possible.

Chairman Klussmann, on behalf of the Board, thanked all those who had shared their views with the Board.

DISBURSEMENTS:      Member Nicklas moved, Member Weber seconded, approval of  
Bills Payable      the bills payable of February 8, 1979, as follows:

Educational Fund	\$291,775.55
Building Fund	204,287.66
Site & Construction Fund	2,065.44
Auxiliary Fund	520,277.31

Upon roll call, the vote was as follows:

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

Motion carried. Member Mariahazy voted aye.

Restricted      Member Nicklas moved, Member Weber seconded, approval of  
Purposes      the Restricted Purposes Fund, as of February 8, 1979, in  
Fund            the amount of \$334,605.10.

Member Bone pointed out that the Restricted Purposes Fund included a number of short-term loans for the spring of 1979, noting these were different than the federal loans discussed in the audit and the newspaper. Member Bone explained that she would abstain from voting on this motion because both she and her son, as students, have loans included this month.

Upon roll call, the vote was as follows:

Ayes: Members Dasher, Klussmann, Munson, Nicklas,  
 Tomchek and Weber  
 Nays: None  
 Abstained: Member Bone

Motion carried. Member Mariahazy voted aye.

Payrolls and      Member Nicklas moved, Member Bone seconded, approval of  
Estimated      the payroll of January 15, 1979, in the amount of  
Utility            \$366,379.04; the payroll of January 31, 1979, in the  
Bills              estimated amount of \$362,000 (actual--\$361,132.29); the  
                       estimated payroll of April 1, 1979, through May 30, 1979,  
                       in the amount of \$1,467,683.77; and the estimated utility  
                       bills for April, 1979, in the amount of \$53,226.00.

Upon roll call, the vote was as follows:

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

Motion carried. Member Mariahazy voted aye.

Financial      Member Nicklas referred to the legal fees listed in the  
Statements      financial statements. Noting her interest in the legal

DISBURSEMENTS:  
Financial  
Statements  
 (cont.)

fees and the amount budgeted for them, she requested some kind of breakdown and comparison of this expense. Member Nicklas felt this might be helpful to the Board with evaluations that are coming up.

Chairman Klussmann reported the reorganization of the financial statements has been delayed again because the Finance Department has been very busy getting information to the budget-cutting committees and working on other items which take priority.

Budget  
 Transfers

Member Tomchek moved, Member Nicklas seconded, approval of the budget transfers in Ex. V-E(1), V-E(2), V-E(3a,b,c), V-E(4a,b,c), and Ex. V-E(5a,b) (copies of exhibits attached to the minutes in the Board of Trustees' Official Book of Minutes) as follows:

Ex. V-E(1)	Educational Fund budget transfers in the amount of \$5,200.00
Ex. V-E(2)	Building and Maintenance Fund budget transfers in the amount of \$10,559.90
Ex. V-E(3a,b,c)	Educational Fund budget transfers in the amount of \$921,317.00
Ex. V-E(4a,b,c)	Building and Maintenance Fund budget transfers in the amount of \$500,228.00
Ex. V-E(5a,b)	Auxiliary Fund budget transfers in the amount of \$60,252.00

Dr. Perry explained that the majority of the budget transfers relate to the transfer from Institutional Expense to the appropriate salary accounts after negotiations were completed. Also included are some of the cuts made and salary reductions for positions not refilled.

Chairman Klussmann thanked Dr. Perry for providing the information in the exhibits showing how much money will be saved by not filling vacated positions, by resignations, or by hiring at lower salaries, and also money saved in areas other than salaries. Dr. Perry stated most of the credit should go to Mr. Dolejs, and Chairman Klussmann thanked Mr. Dolejs.

Upon roll call, the vote was as follows:

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

Motion carried. Member Mariahazy voted aye.



DISBURSEMENTS:  
Bid Awards

Member Munson moved, Member Weber seconded, approval of the purchase of the Microprocessor Design Course, in the amount of \$3,600.00, from the DCS Engineering and Consulting Company, as per Ex. V-F1 attached to the minutes in the Board of Trustees' Official Book of Minutes.

Member Munson stated it was her understanding that these kits are being paid for by the students using them. President McGrath agreed, stating the cost of instruction and instructional materials in this Continuing Education course have been covered.

Upon roll call, the vote was as follows:

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

Motion carried. Member Mariahazy voted aye.

Change  
Orders

Member Tomchek moved, Member Weber seconded, that the Board ratify the signing and submittal of the proposed change orders in Ex. V-G1 and Ex. V-G2 to the Capital Development Board (exhibits attached to the minutes in the Board of Trustees' Official Book of Minutes) as follows:

Ex. V-G1 Proposed change orders J-E8 in the amount of \$2,121.09, I-E10 in the amount of \$5,478.84, and I-E13 in the amount of \$10,137.65.

Ex. VG-2 Proposed change orders E-3 in the amount of \$853.00, E-5 in the amount of (\$2,278.00), E-12 in the amount of \$974.00, and P-7 in the amount of \$1,083.17.

Upon roll call, the vote was as follows:

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

Motion carried. Member Mariahazy voted aye.

Bookstore  
Purchases  
in Excess  
of \$2500

Member Weber moved, Member Bone seconded, approval of Purchase Order #B-11151, issued during January, 1979, in the amount of \$3,675.00, to the Herff Jones Corporation for Nursing graduation pins.

Upon roll call, the vote was as follows:

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

Motion carried. Member Mariahazy voted aye.

COMMUNICATIONS: Chairman Klussmann summarized a letter from Ruth Yakel (Prospect Heights), Chairman of the Advisory Board for the Women's Program at Harper. The Advisory Board recommended the Displaced Homemakers Program be incorporated into the Women's Program to provide stability. She pointed out the Women's Program has been self-supporting over a number of years. Previously, under CETA funding, stipends were given to each woman attending the Displaced Homemakers Program. The Advisory Board recommended seeking funds only for those women who demonstrate the need, and their organization will attempt to obtain scholarships for these particular women. Chairman Klussmann stated she had been advised by President McGrath that the Displaced Homemakers Program will be under the Women's Program in the future. Copies of Ms. Yakel's letter will go to all Board members. Dr. Powell has responded to Ms. Yakel's letter and the Board will receive copies of Dr. Powell's letter also. President McGrath informed the Board there will be a meeting on February 9 for the Advisory Board, the CETA people, and the Women's Center staff; this subject will be discussed again at that meeting.

Regarding a letter received from Frank Vandever, Member Weber stated the matter has been turned over to President McGrath and the Grievance Committee. Member Weber stated letters were received from Leslie Rice (Palatine) and Pamela McFadden (Hoffman Estates) indicating their concerns regarding the Architecture Program. A letter was received from D. E. McHugh (Elk Grove) expressing concern on the recent terminations of administrators and faculty members, and a letter was received from Melissa Phelan (Barrington) regarding her concerns about the tutoring program in the Learning Lab. A letter had also been received just prior to the Board meeting from the entire Student Development staff. Member Weber stated copies of all these letters have been or will be sent to the entire Board. An acknowledgment and response to each letter will go out, and Member Weber expressed the Board's appreciation for the concern and interest of these individuals.

UNFINISHEDBUSINESS:Committee  
Reports

## --Second Site

Member Munson reported that the research with regard to the second campus is almost concluded; all facets and all alternatives have been reviewed. A meeting is tentatively set for February, and she expressed the hope that there will be a good representation of the public to hear the presentation on this subject. Chairman Klussmann stated this will be a committee of the whole meeting and open to the public.

## --Building

Member Dasher stated there was little to report on the buildings. Weather had blunted the work on "M" building and work is proceeding slowly on "I" and "J" buildings.

## --ICCTA

Member Bone reported she was unable to attend the ICCTA meeting in Springfield, due to the blizzard. As Member Nicklas was in Springfield at that time, she reported legislation for the coming year was reviewed. Primarily,

UNFINISHED  
BUSINESS:  
Committee  
Reports  
--ICCTA

they worked on budgets for the community college system, discussing alternative formulas for funding to be recommended to the Board of Higher Education. She pointed out all colleges in the state are having financial problems, and they were trying to make sure funding is equitable and disbursed in a way that is fair to all.

--Institutional  
Goals

Member Weber reported the Institutional Goals Committee will meet on February 14. They will work on the first draft of the institutional goals for next year which will be submitted to the Board shortly after that.

--Referendum

Member Weber stated the Referendum Committee had met recently and plan to have a summation of their work and a recommendation to the Board within a week or two.

--Distinguished  
Faculty Award

Chairman Klussmann appointed Member Nicklas as the Board representative to the Committee for the Distinguished Faculty Award. President McGrath stated he would ask Dr. Williams to convene the committee with Member Nicklas.

NEW BUSINESS:  
Personnel  
Actions

Member Nicklas moved, Member Bone seconded, approval of the personnel actions, as in Exhibit VIII-A, as follows:

Administrative Appointments

John Neuhaus, Act. Director, Personnel, 2/15/79, \$25,950  
Donald J. Hruby, Director, Data Proc.Ctr., 4/1/79, \$29,000

Professional Appointment

Frances Brantley, Testing Spec., 1/10/79, \$13,550

Classified Staff Appointments

Katherine Setser, Clerk Typ. I, 1/5/79, \$7,658  
Irma Lee, Clerk Typ. II, 1/8/79, \$7,572

Administrative Resignations

Dan Klingenberg, Dir., Bookstore, 2/23/79

Professional Resignations

Joann Mantelman, Group Facilitator, 12/29/78  
Lois Thyfault, Psychometrist, 12/29/78

Classified Staff & Union Service Employee Resignations

Peg Birzer, Sec. I, 12/29/78  
Lois Hansen, Sec. I, 1/31/79  
Lincoln Clifton, Custodian, 1/13/79  
James McMiller, Custodian, 1/29/79  
Kenneth Melone, Utility Operator, 2/2/79  
Beverly Wheeler, Receptionist, 2/9/79  
Jeanine Tousey, Sec. II, 2/9/79  
Victoria Johnson, Messenger, 2/28/79

President McGrath referred to the two important administrative appointments and stated both positions will be reporting to Dr. Perry. The college has been without a Personnel Director for a number of months, and President McGrath stated he was pleased to recommend John Neuhaus as Acting Director of Personnel for one year.

NEW BUSINESS:  
 Personnel  
 Actions  
 (cont.)

Dr. Perry explained the appointment of a Director of Data Processing will fill the vacancy left by the resignation of Robert Chantry. The position was advertised and 89 applications were received. The committee screened all applicants and discussed the position with eight candidates. Four applicants were interviewed and three names submitted to Dr. Perry. The administration was pleased to recommend Mr. Donald Hruby for the position. Dr. Perry discussed Mr. Hruby's background and experience, stating he has been involved with many of the computer applications that Harper is now concerned about.

Member Munson wished Mr. Klingenberg much success and Chairman Klussmann expressed regret in acceptance of all the resignations.

Upon roll call, the vote was as follows:

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

Motion carried. Member Mariahazy voted aye.

Tenure  
 Recommendations

Member Bone moved, Member Mariahazy seconded, that the Board approve the recommendation of the administration that the following faculty be granted tenure effective with the beginning of the 1979-80 academic year:

F. Lou Buchenot, Associate Professor  
 Peg Burbach, Assistant Professor  
 Wallace Davis, Assistant Professor  
 George Evans, Instructor  
 Sharrie Hildebrandt, Instructor  
 Jean Longhurst, Instructor  
 Florence Murphy, Assistant Professor  
 John Neuhaus, Instructor  
 Shirley Phillips, Instructor  
 Phillip Stewart, Assistant Professor

Dr. Williams discussed the tenure process, stating this began four years ago when these individuals were initially employed by the college. Each year there is an evaluation process and recommendation by the appropriate administrator for retention for the subsequent year. In the 4th year, the files and materials on these individuals are reviewed by the faculty committee on tenure before the committee, along with the appropriate administrators, recommended these individuals for tenure. Chairman Klussmann congratulated the faculty members recommended for tenure.

Upon roll call, the vote was as follows:

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

Motion carried. Member Mariahazy voted aye.

NEW BUSINESS:

Termination  
of Farm  
Lease

Member Munson moved, Member Weber seconded, that the Board of Trustees terminate the farm rental lease with Mr. and Mrs. Irwin Ahrens, effective March 1, 1979; and further that the family be allowed to use the home and buildings for a period of 60 to 100 days.

President McGrath pointed out that the Board will need to make a decision in the next few months regarding the sale of the second site. It would be unfair to the family renting the farm to renew the lease while there is that possibility. Member Dasher added there is a question of taxes as long as this is non-educational income. Chairman Klussmann stated, if the farm were to remain rented, there is the possibility of approximately \$20,000 a year for taxes with an income of about \$7,710. Member Nicklas pointed out the college has not paid taxes up to this point. President McGrath agreed, but stated it is a possibility that tax might be assessed on the property.

Upon roll call, the vote was as follows:

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

Motion carried. Member Mariahazy voted aye.

Board  
Travel  
Policy  
(first  
reading)

Chairman Klussmann discussed the recommended travel policy for the Board of Trustees, as per Exhibit VIII-D. Several Board members requested the administration gather travel policies from neighboring community colleges and high school districts along with views of individual Board members, and then recommend a suggested policy to the Board. As the Board Policy Manual states that a change in policy must be discussed at two Board meetings before final action, the policy in Exhibit VIII-D was being submitted for the first reading.

Member Nicklas questioned the wording in paragraph B, "...in addition to prior Board approval, a rationale by the Board Chairman must accompany the travel request." She felt it was confusing and sounded as though one request came after approval. It was agreed this wording would be revised prior to the next meeting when the policy would be presented for the second reading.

Member Bone stated that, along with restrictions on travel for the college community, she felt it was a good idea to have policy on prior approval for Board travel also.

1978-79  
Calendar  
Revision

Chairman Klussmann explained that the blizzard and heavy snows have wreaked havoc not only with the parking lots but with the academic calendar approved in October and now adjustments must be made. The administration has recommended that classes be in session on Monday, February 12,

NEW BUSINESS:  
1978-79  
 Calendar  
 Revision

and that final examinations be on May 16 through May 18, 1979. This reduces the final exam week schedule from 5 days to 3 days, and allows additional days of instructional time. It is on the basis of days of instruction that the college receives state aid.

Member Weber moved, Member Bone seconded, that the Board approve the recommendation that the 1978-79 spring semester calendar be revised to reflect that classes will be in session on Monday, February 12, and that final examinations be May 16-18, 1979.

In response to a question from Member Mariahazy, Dr. Williams stated the only other alternative would be to take days from spring break. As plans probably have been made already for spring break, it was felt this revision would be the most logical. The faculty and staff have been notified that classes would be held on Monday, February 12, pending Board approval, and it has been announced in classes.

Upon roll call, the vote was as follows:

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

Motion carried. Member Mariahazy voted aye.

Donations from  
 Corporations  
 to the  
 Displaced  
 Homemakers  
 Program

Member Weber moved, Member Mariahazy seconded, that the Board of Trustees accept donations from the following foundations and corporations for the Displaced Homemakers Program:

Allstate Foundation  
 Jewel Foundation  
 Olsten's of Chicago, Inc.  
 Debbie-Temps, Inc.

President McGrath explained that these donations would be used in making payments to people coming in to finish up work of the Displaced Homemakers Program. Member Tomchek questioned bringing all donations to the Board for acceptance and the basis for accepting contributions. After further discussion, it was agreed to recognize donations in the records. President McGrath agreed caution would be exercised regarding the basis for seeking donations.

Motion carried.

Grant Status  
 Report

Member Nicklas raised a question on the Grant Status Report, page 2, under the instructional equipment program. Dr. Williams explained this is under Title VI Grant and is primarily for the LRC area. If there are not funds budgeted in LRC for capital equipment, the grant would not be accepted.

PRESIDENT'S  
REPORT:

Dr. Perry reported the college had encountered approximately \$20,000 in snow removal costs between January 16 and January 25. He stated these are the only eligible days that may be used in applying for funds. Funds have been applied for through three sources by John Morrow's office. Dr. Perry stated there was approximately \$63,000 in the budget for snow removal and \$20,000 was used in that period of time. He stated two-thirds funding is expected from the federal government. He complimented Mr. Kurowski and his staff on the job done in snow removal and clearing the parking lots. He spoke of the problems involved and stated these will be evaluated for possible future improvement in the removal process.

President McGrath asked Dr. Lucas to discuss his report on registration information. Dr. Lucas stated that compared to last spring the credit FTE is down about 4 percent, and the total headcount down about 18 percent. He estimated in terms of what was projected for spring, it will be about 2.3 percent, or about 131 FTE, below what was budgeted. Most of the decrease can be attributed to the snow. Dr. Lucas stated in terms of dollars it will be about \$120,000 less than budgeted for tuition revenue.

A committee headed by Dr. Williams, and including the Associate Deans, will study and review the eight-week session to decide what can be offered during this session. President McGrath stated that usually an additional 50 FTE are attracted to that session; this time the target is 150 FTE. Most of the programs will be in Liberal Arts and Business. He explained there will be a concerted effort on the part of Dr. Fischer in recruitment and Elaine Stoermer in public relations for this session.

Under the leadership of Dr. Fischer and Dr. Mussell, the Recruitment Committee will meet February 14, with a presentation for the faculty and administrative staff.

President McGrath congratulated Member Nicklas on her appointment to the Commission on Finance of the IBHE.

The Council of Presidents has requested that Governor Thompson designate the last week in April as Community College Week. President McGrath stated Harper is supporting that request. It would be helpful in terms of college relations and student recruitment. If it is not approved by the Governor, President McGrath stated he would come back to the Board and request that they designate it as Community College Week in District #512.

President McGrath announced the second site meeting will be held on February 22. The college counsel will be at that meeting, and there will be reports from Dr. Perry and Associate Professor Nelson's faculty committee concerning the second site. After the open hearing, the Board will need to make some decisions concerning the second site.

PRESIDENT'S  
REPORT:  
(cont.)

President McGrath informed the Board he had been invited to join the Board of the Northwest Association of Commerce and Industry. He stated he is concerned about Harper's ties with the industrial community and felt this will be a help in working with area companies.

There will be meetings of the RIF Committee and the Energy and Maintenance Committee during the next week. President McGrath stated these meetings will continue to be held, in order to discuss all their recommendations. In addition, meetings will be held with each of the cost-cutting committees through the rest of the semester in order to maximize the college's resources in terms of budget cuts.

President McGrath pointed out the possibility that people will be leaving the college in July, stating he has charged John Neuhaus and the Personnel office with the responsibility of working out a plan to assist Harper people in finding new positions.

Chairman Klussmann stated the Board will meet as a committee of the whole on February 22, in an informational meeting on the second site.

ADJOURNMENT:

Member Tomchek moved, Member Mariahazy seconded, that the meeting be adjourned. Motion carried and the meeting was adjourned at 9:25 p.m.

Chairman Joan Klussmann

Secretary Natalie Weber