

WILLIAM RAINY HARPER COLLEGE
Algonquin & Roselle Roads
Palatine, Illinois

BOARD MEETING

AGENDA

March 8, 1979

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
- IV. Citizen Participation
- V. Approval of Disbursements
 - A. Bills Payable
 - B. Payroll - February 15 and February 28, 1979
 - C. Estimated Payroll March 1 through April 30, 1979
 - D. Financial Statements
 - E. Budget Transfers
 - F. Bid Awards
 - G. Construction Change Orders
- VI. Communications
- VII. Unfinished Business
 - A. Committee Reports
- VIII. New Business
 - A. RECOMMENDATION: Personnel Actions Exhibit VIII-A
 - B. RECOMMENDATION: Election Resolution Exhibit VIII-B
 - C. RECOMMENDATION: Board Travel Policy Exhibit VIII-C
 - D. RECOMMENDATION: High School Cooperative Program Exhibit VIII-D
 - E. BOARD INFORMATION: Proposed 1979-80 Institutional Goals Exhibit VIII-E
 - F. BOARD INFORMATION: Grants Status Report Exhibit VIII-F
- 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, March 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, March 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, Robert Cormack, Ray DePalma, Anton A. Dolejs, George Dorner, Frank Firak, Guerin Fischer, John Gelch, Barbara Gooch, Jean Goodling, Chuck Harrington, Bill Howard, Fred Inden, Karen Keres, Henry Kurowski, John Madej, Liz McKay, Bill Miller, Don Misic, John Morrow, John Neuhaus, Jeanne Pankanin, James D. Perry, Joann Powell, Elaine Stoermer, Andy Suk, Urban Thobe, Fred Vaisvil, George Voegel, Dave Williams, Regina Witort, Robert Wyman, Joan Young, and Muriel Zobott--Harper College; John Blim, Ray Mills, Lynda Mueller, Jody Saunders, and Debbie Teschke--Harper Students; Diane Norman--Countryside Barrington Press; Harolyn Ropp--Copley Record Newspaper; Jerry Hansen--Paddock Publications; Janell Francl--League of Women Voters of Palatine; and Jay Fergasus.

Chairman Klussmann welcomed members of the community, staff and students.

MINUTES: Member Nicklas requested a correction in the spelling of Attorney Nicholas' name in the third paragraph, page 3, of the minutes of the Second Site Meeting on February 22, 1979. Also in the minutes of the Second Site Meeting, Member Bone referred to the seventh paragraph, page 2, beginning with, "Ms. Bone determined..." Member Bone felt she had not determined but questioned, and it was agreed this should be corrected to read, "Ms. Bone queried whether it might be possible to go to a referendum..." It was also agreed the next sentence should begin, "Attorney Nicholas stated this could be done whether..."

Member Weber moved, Member Dasher seconded, approval of the minutes of the regular Board meeting of February 8, 1979, and the minutes of the committee of the whole informational meeting on the Second Site of February 22, 1979, as amended.

Motion carried.

CITIZEN

PARTICIPATION: There was no citizen participation.

DISBURSEMENTS: Member Nicklas moved, Member Bone seconded, approval of
Bills Payable the bills payable (including the supplemental list) of
and Restricted March 8, 1979, as follows:
Purposes Fund

Educational Fund	\$192,984.65
Building Fund	245,731.33
Site and Construction Fund	831.25
Auxiliary Fund	230,512.65
Restricted Purposes Fund	107,035.01

Upon roll call, the vote was as follows:

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

Motion carried. Member Mariahazy voted aye.

Payrolls and
Estimated
Utility Bills

Member Nicklas moved, Member Weber seconded, approval of the payroll of February 15, 1979, in the amount of \$372,922.02; the payroll of February 28, 1979, in the estimated amount of \$460,000.00 (actual--\$459,679.24); and the estimated payroll of June 1, 1979, through July 31, 1979, in the amount of \$1,678,337.87; and the estimated utility bills for May, 1979, in the amount of \$53,434.00.

In the discussion which followed, Dr. Perry suggested deleting the June and July estimated payrolls, as these estimates are too far ahead.

Members Nicklas and Weber agreed to the deletion of the June and July estimated payrolls from the motion.

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

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

Motion carried. Member Mariahazy voted aye.

Financial
Statements

Chairman Klussmann referred to page 17 in the Financial Statements, and asked what the \$300,250.83 represented under Long Term Liabilities, Federal Capital Contribution. Mr. Dolejs explained that these are the funds the Federal Government has contributed to the N.D.S.L. program.

Budget
Transfers

Member Munson moved, Member Dasher seconded, approval of the Educational Fund budget transfers in the amount of \$6,764.00, and the Auxiliary Fund budget transfers in the amount of \$3,000.00, as per Exhibits V-E(1) and V-E(2) attached to the minutes in the Board of Trustees' Official Book of Minutes.

DISBURSEMENTS: Upon roll call, the vote was as follows:

Budget
Transfers
(cont.)

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

Motion carried. Member Mariahazy voted aye.

Bid
Awards

Member Weber moved, Member Munson seconded, approval of the following bid awards, as per Exhibits V-F1 through V-F4 attached to the minutes in the Board of Trustees' Official Book of Minutes:

V-F1 Award the bid Q6037 for the printing of the 1979 Summer Course Schedule to the low bidder, the Downers Grove Reporter, in the amount of \$3,058.90.

V-F2 Award the bid Q6054 for the purchase of television equipment for use in Bldg. "M" to the low bidder, the United Visual Aid Co., in the amount of \$2,693.00.

V-F3 Authorize the change orders for Food Services as follows:

Mr. Dee Meats (D-10117) from \$20,000 to \$25,000
Railton (D-10620) from \$16,000 to \$26,000
Union Linen (D-10296) from \$2,400 to \$5,000
Superior Coffee (D-10397) from \$18,060 to \$7,560
Coca Cola (D-10396) from \$11,250 to \$6,250.

V-F4 Authorize the issuing of a purchase order to NCE Terminals, Inc., for instructional time-sharing equipment.

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.

Construction
Change Orders

Member Nicklas moved, Member Weber seconded, that the Board ratify the signing and submittal of the proposed change orders in Exhibits V-G1, V-G2, and V-G3 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 Order J-E9 in the amount of \$4,190.46

DISBURSEMENTS:
Construction
Change Orders
(cont.)

- Ex. V-G2 Proposed Change Order P-14 in the amount of \$227.75
- Ex. V-G3 Proposed Change Order G-4 in the amount of \$2,629.34

Mr. Mistic explained that V-G1 concerned the parking lot built when buildings "G" and "H" were constructed.

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:

Member Mariahazy informed the Board he had received a letter from a student trustee at the College of DuPage regarding the formation of a student trustee organization in Illinois. Member Nicklas pointed out that student trustees, as trustees, are always welcome at trustee meetings. Member Mariahazy stated they are aware of that but felt, with their daily contact with students on campus, they would like to meet and discuss specific problems the students have.

Member Nicklas discussed the notification of workshops received from the ICCTA and expressed the hope that President McGrath would be able to attend. He stated it was on his calendar and he hoped to be able to attend. Member Nicklas referred in particular to a workshop on student recruitment which will be held in Chicago.

Member Bone advised that she had received a letter from Ray Hartstein, of the ICCTA, indicating that he is compiling information relative to senior citizens. She has requested information from the administration to pass on to him. If there is anything that needs to come to the Board, she will bring it back to them before responding to Mr. Hartstein's letter.

UNFINISHED
BUSINESS:
Committee
Reports
--Finance

Member Dasher reported the Finance Committee met on Monday, March 5. He felt the Board owed Dr. Perry and Mr. Dolejs a vote of thanks on the way in which they are handling the bank balances. To date, the Educational Fund has earned approximately \$35,000 on repurchase agreements, and the college is approximately \$140,000 ahead in interest earned this year. The net result is that the college's finances are bettered by a significant amount. For the benefit of those not at the Finance Committee meeting, Member Weber added that in practical terms this means money which is not spent immediately is in the bank the next time around with interest added; it does represent extra dollars that had not been anticipated. Member Dasher stated

UNFINISHED
BUSINESS:
 Committee
 Reports
 --ICCTA

the interest is being earned by the college instead of by the bank.

Member Bone reported she had attended the ICCTA meeting in St. Louis in February and will be attending a meeting on Saturday in the O'Hare area. The Governmental Relations Committee will meet Friday evening to discuss proposed legislation. As Member Bone will be unable to attend, she suggested some other Board member might wish to go.

--Policy
 Manual

A meeting of the Policy Manual Review Committee has been tentatively set for March 13. Member Bone has spoken with Dr. Williams and Ms. Stoermer on plans to review the manual, and they hope to produce a working manual, that incorporates all changes, for the Board's review as soon as possible. Member Munson suggested the Committee consider the matter of handling solicited funds in the future--who should solicit and under what circumstances. The need for Board policy on solicitation of funds was discussed, along with administrative procedures. Chairman Klusmann asked Member Bone to review this with President McGrath. Member Bone agreed, but stated she felt discussion properly belongs in a Policy Committee meeting of the Board, rather than in the meeting on procedural matters with Dr. Williams and Ms. Stoermer.

Member Nicklas referred to the March 29 publication of the ICCTA "Trustee," stating she felt the last two pages would be helpful reading regarding the funding formula for colleges. She reported on the meeting of the Board of Higher Education Finance Committee and the presentations made by representatives of the Presidents Council and the ICCTA. The funding formula was reviewed by the Associate Finance Director of BHE. Member Nicklas discussed the funding formula which had been put together in 1974--an era of greater enrollment and probably greater local support as far as taxation is concerned. She detailed a number of inequities in the formula. Member Nicklas felt with the inclusion of ideas from trustees, from presidents, and from business administrators in the community colleges, it might be possible to get across the particular and justified needs of the colleges by the end of summer in time to incorporate some changes into the BHE budget for next year.

NEW BUSINESS:
 Personnel
 Actions

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

Classified Staff Appointments

Tammy Schwartz, Child Care Attend., 2/19/79, \$1,870
 Catherine Kearns, Clerk Typ. I, 2/28/79, \$6,912
 Burdette Katzen, Secretary I, 10/1/78, \$9,624

NEW BUSINESS:

Personnel
Actions
(cont.)

Classified Staff Resignations

Helen Harris, Clerk II, 2/9/79
Linda Glover, LRC Clerk I, 12/15/78
Maryellen Leonard, Nurse, 2/9/79
Bernadette Rail, Clerk III, 2/7/79
Patricia Swisher, Clerk II, 2/16/79
Linda Riggs, Acct. Clerk I, 2/28/79
Eileen Dunham, Clerk II, 2/28/79
Linda Skinner, Clerk Typist I, 2/23/79
Tim Raetzman, A/V Technician I, 2/19/79
Sharon Theriault, Fd. Serv. Helper II, 3/2/79
Diane Detwiler, Fd. Serv. Helper II, 3/2/79
Linda Ruehlmann, Cook II, 3/2/79

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.

Election
Resolution

Member Weber moved, Member Dasher seconded, adoption of the following resolution:

RESOLUTION CALLING THE ANNUAL ELECTION FOR MEMBERS OF THE BOARD OF TRUSTEES OF WILLIAM RAINEY HARPER COLLEGE DISTRICT NO. 512

WHEREAS, terms of office of members of the Board are about to expire; and

WHEREAS, the annual election for members of the Board of Trustees is to be held on Saturday, April 14, 1979, pursuant to Ill. Rev. Stat. ch. 122, § 103-7.5(a); and

WHEREAS, the Board of Trustees desire to hold the annual election on Saturday, April 14, 1979, and to share judges and election expenses proportionately with the school districts and other political subdivisions participating in the election pursuant to Ill. Rev. Stat. ch. 46, § 2-34;

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

SECTION ONE: The annual regular election of the Board of Trustees shall be held on Saturday, April 14, 1979, at the designated official polling places, precincts, and voting hours as all other elections held in the same locality on that day.

NEW BUSINESS:
Election
Resolution
(cont.)

SECTION TWO: All costs incurred by the Community College in jointly participating in the election shall be apportioned equally between the participating political subdivisions and the College shall contribute its proportionate costs.

SECTION THREE: A certified copy of this resolution shall be immediately tendered to the secretary of the Community College Board.

SECTION FOUR: The Secretary of the Board shall give notice of said election in accordance with Section 3-7.11 of the Community College Act, Ill. Rev. Stat. ch. 122, § 103-7.11 by publishing same at least 10 days prior to the date of the election in one or more newspapers of general circulation in the district in substantially the following form:

NOTICE OF ELECTION FOR MEMBERS OF THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 512

Notice is hereby given that on Saturday, the 14th day of April, 1979, an election will be held at the precincts designated herein in Community College District No. 512, State of Illinois for the purpose of electing two members of the Board of Trustees of said District for the full term.

For the purpose of this election the following precincts and polling places are hereby established:

(SET FORTH AS EXHIBIT (A) AND ATTACHED HERETO AND INCORPORATED BY REFERENCE HEREIN)

The polls will be opened at 12:00 o'clock noon and closed at 7:00 o'clock P.M. of the same day.

By order of the Community College Board of said district.

Dated this 8th day of March, 1979.

Chairman Joan Klussmann

Secretary Natalie C. Weber

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.

Dr. Perry explained that the list of election judges will be approved at the April Board meeting.

NEW BUSINESS:Board
Travel
Policy

Chairman Klussmann noted that the travel policy for members of the Board of Trustees (Exhibit VIII-C) had been discussed at the last Board meeting. The second reading at this Board meeting included some changes suggested by Board members.

President McGrath summarized the travel policy for Board members, as follows: Board approval is required prior to travel; in emergencies, approval can be granted by the Chairman and one other officer; approval of travel to the ICCTA meetings by the Board ICCTA representative is automatic; and wherever possible an attempt should be made to obtain reimbursement for travel of Board members who serve as advisors or representatives of organizations such as the ICCTA.

Member Weber moved, Member Bone seconded, that the Board accept the travel policy (as presented in Ex. VIII-C attached to the Minutes in the Board of Trustees' Official Book of Minutes) to be incorporated in the Board of Trustees' Policy Manual.

Member Bone suggested that the heading be reversed to read, "3.6.2 Travel Policy for Members of the Board of Trustees." She felt this would make it clear this is policy intended to apply only to Board members. Member Tomchek felt this would be clear simply by adding an apostrophe after the word "Trustees" in the original heading. The Board agreed the heading would remain the same, except for the addition of an apostrophe as suggested.

Member Nicklas stated she was in favor of the travel policy. She recommended that Board members continue to be involved and interested in the ICCTA, as she felt Harper has benefited from participation in the organization. If all trustees who are part of the association were to receive travel funds from the organization, she felt it was obvious the dues would have to be increased. Member Nicklas spoke of the need for input from trustees of other colleges, and hoped the Board would look favorably in the future upon acceptance of a chairmanship or membership on some of the association committees. Member Tomchek stated he was not in favor of indirect subsidies and felt he would rather pay higher dues so the association could support their own affairs. Member Nicklas felt this could be a suggestion made to the association. Member Weber felt if an individual became involved in a committee of the ICCTA, and the college is under financial constraints at the time, it would be up to the individual to determine how they could contribute and be involved.

Member Bone questioned how this policy would affect attendance at the AACJC workshop. Discussion followed on whether the policy referred to travel expense only.

NEW BUSINESS:
Board
Travel
Policy
(cont.)

President McGrath felt the generally accepted interpretation of travel expense includes hotel fees, meals and transportation. Member Weber felt the proposed policy referred to out-of-district travel.

As the general consensus of the Board was that the policy should be clarified, Member Weber withdrew her motion and Member Bone withdrew her second.

Chairman Klussmann stated the policy on Board travel would be sent back to the Policy Committee to be rewritten.

High School
Cooperative
Program

Member Tomchek moved, Member Nicklas seconded, approval of the Cooperative Agreement between Harper College and Harper Area Career Cooperative, as per Ex. VIII-D attached to the minutes in the Board of Trustees' Official Book of Minutes.

Member Dasher referred to the statement in the agreement that any course with an enrollment of less than 20 students would be dropped. He pointed out that five of the 10 courses had less than 20 students enrolled. Dr. Cormack stated that Harper "reserves the right" to withdraw such courses, but stated the bottom line is watched carefully and that right will not be exercised unless the bottom line changes. He explained one course might not make it but the sum total of all the courses does. High school students plan on these courses a year or two in advance. Member Bone asked if past experience has shown that at least some of these students eventually enroll as Harper students and Dr. Cormack agreed this is true. Member Bone asked if this was a plus then as far as student recruitment is concerned. Dr. Cormack felt it definitely was and stated it is a good feeder to the data processing and allied health programs. It is a good experience for high school students who want to sample career programs at Harper before making career decisions.

Member Weber asked how these students are selected. Dr. Cormack explained the students enroll during their junior or senior years through the vocational counselors in the various high schools.

Member Nicklas questioned the insurance for this agreement. Dr. Cormack explained that these are high school courses earning high school credit, and the insurance is carried by the administering high school district. Since the agreement did not specifically mention insurance, Member Nicklas felt this should be clarified. Dr. Cormack stated the Board attorney had reviewed the agreement but stated he would check again with him regarding insurance.

Since the cooperative had been in effect for five years, Member Dasher asked if it would be possible to check

NEW BUSINESS:
High School
Cooperative
Agreement
(cont.)

back in the records to find the percentage of high school students involved in this program who eventually did enroll at Harper. Dr. Cormack felt he could provide these figures. Member Dasher felt courses with low enrollment lose money and should not be offered. Dr. Cormack pointed out the average of all the courses is above 20. Member Munson felt this was part of Harper's recruitment effort and could not be looked at in the same way as courses offered at Harper for college credit.

After further discussion, Member Bone asked if action on this agreement could be deferred. Dr. Cormack pointed out the Board would be putting High School Districts #211, #214, and #220 in an awkward situation because they have to submit their annual and five-year vocational plans to the State.

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.

Proposed
1979-80
Institutional
Goals

Chairman Klussmann stated the Institutional Goals in Ex. VIII-E were for Board information at this time and Board action in the future. Member Weber, Chairman of the Institutional Goals Committee, has been working with administrators and members of her committee on this document.

Member Weber stated these goals were being submitted for Board consideration. She thanked Elaine Stoermer, stating she has been the force behind these goals. The Committee has tried to simplify the goals and make them workable. Member Weber requested that Board members submit any further suggestions they might have to her.

Member Nicklas referred to Goal VII and asked if this would be an individual management information system at Harper, or would it correlate with the State MIS under the ICCB. President McGrath stated it referred to communication between offices within the college. Member Weber felt it would be ideal if it could tie in with the State system but stated this goal referred to an internal system.

Member Nicklas referred to Goal III regarding the encouragement of recruitment and retention of students, and suggested including the following: "Monitor attrition and take appropriate action to eliminate the causes when they are attributable to the college." It was the consensus of the Board that this should be included.

Chairman Klussmann thanked Member Weber and Ms. Stoermer for the time and work they had spent on the goals.

NEW BUSINESS:
Grants
Status
Report

Chairman Klussmann stated the Grants Status Report was for Board information.

Member Nicklas asked what the percentage of reimbursement for snow removal would be. Dr. Perry stated the college had requested \$20,960. According to preliminary information received, the college will probably be reimbursed at approximately \$13,000 or about two-thirds.

Member Munson asked about the status of the Hearing Impaired Program. Mr. Morrow reported the current program will end on June 30. Harper College has been asked to submit a contract application for next year in April. The request virtually assures the college of funding for next year. Mr. Morrow stated the college will receive notification in May.

PRESIDENT'S
REPORT:

Regarding the recent tragedy on Harper's campus, President McGrath reported the Board and entire college community had sent condolences to the family of Patricia Baldwin, and have been in constant touch with the families of Steven Bush and Dean Johnson. All possible assistance has been offered to all three families. President McGrath and members of the staff visited Steven Bush yesterday at the hospital. He is in good condition and the President will inform the Board when he leaves the hospital.

The Dietetic Technician Program has been fully approved to March, 1981. President McGrath felt the staff of the program deserves appreciation; it is a good program and has been acknowledged as such by its acceptance.

Dr. Liz McKay reported the sixth annual Health Fair will be held at Harper College on March 14, with Rosemary Murray coordinating this fair. Fifty different agencies and physicians, at no cost to the college, will offer their services and information to the community. The attendance last year was approximately 1400.

President McGrath reported on several honors which have come to faculty and students, and extended congratulations to Dr. Emanuel Lancaster, of the music faculty, who has been appointed Regional Chairman of the National Music Association. Mike Reif, sophomore student, has won a national championship for Harper by placing first in the 142 lb. competition in wrestling. President McGrath stated this was quite an achievement for both Mike and his coach, Norm Lovelace. The Arlington Heights Public Library presently has a display of wall hangings by a Harper student, Karen Kurtz. President McGrath stated that hopefully, after the display at the library is over, these wall hangings will be displayed at Harper.

At the Educational Foundation meeting this week, final approval was given for the purchase of a recruitment van. The van is being purchased by the Foundation and Allstate

PRESIDENT'S
REPORT:
(cont.)

Insurance Company. President McGrath thanked the Foundation for this contribution and also Dr. Fischer for his work on this project.

The faculty union has indicated they would like to begin negotiations for this year. The administration will be responding to the union's request next week.

The RIF Committee has been reconstituted with only one change in membership. President McGrath reported he has been meeting weekly with the committee. They are trying to implement all of the RIF Committee suggestions. He expects to have a report for the Board by next month.

President McGrath and Dr. Perry have been meeting with the Energy and Maintenance Committee, working on their very helpful suggestions in the cost-cutting area.

President McGrath reported he had attended a meeting of the Council of Governments of Cook County and was accepted on their executive committee. He felt this would be a help to the college in their relationship with the community.

Budget
Meeting

Chairman Klussmann pointed out that, according to the budget calendar, there should be a meeting in late March to review Round I of the budget. With the consensus of the Board, a committee of the whole will meet on Monday, March 26, to review the budget.

Member Bone referred to the program at Harper on March 16, at which Gwendolyn Brooks, the Pulitzer Prize-winning poet, will be lecturing. She commended the students for arranging such an outstanding program.

President McGrath announced there will be a meeting of the Chicago Metropolitan Roundtable on March 16, at which vocational teachers will have an opportunity to exchange ideas.

ADJOURNMENT:

Member Nicklas moved, Member Bone seconded, to adjourn.
Motion carried and the meeting was adjourned at 9:20 p.m.

Chairman Joan Klussmann

Secretary Natalie Weber