

WILLIAM RAINEY HARPER COLLEGE  
Algonquin & Roselle Roads  
Palatine, Illinois

BOARD MEETING

AGENDA

October 11, 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 - September 15 and September 30, 1979
  - C. Estimated Payroll October 1 through November 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: Agreement with SEIU Local 11 Exhibit VIII-B
  - C. RECOMMENDATION: Board Policy Manual Revisions Exhibit VIII-C
  - D. RECOMMENDATION: 1980-81 Academic Calendar Exhibit VIII-D
  - E. RECOMMENDATION: Cooperative Agreement with Illinois Central College Exhibit VIII-E
  - F. RECOMMENDATION: Partial Acceptance of Building M Exhibit VIII-F
  - G. RECOMMENDATION: Faculty Leave of Absence Exhibit VIII-G
  - H. BOARD INFORMATION: Grants Status Report Exhibit VIII-H
- 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, October 11, 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, October 11, 1979, at 8:05 p.m., in the Board Room of the Administration Building, Algonquin and Roselle Roads.

ROLL CALL: Present: Members Brian M. Barch, Janet W. Bone, George F. Dasher, Joan M. Klussmann, Shirley A. Munson, and Student Member Bruce Zanca  
Absent: Members Ray Mills and David Tomchek

Also present: James J. McGrath, Pat Bourke, Robert Cormack, Nancy Crossthwaite, Anton A. Dolejs, George Dorner, Frank Firak, John Gelch, Barbara Gooch, Charles Harrington, William Howard, Donald Hruby, Roy Kearns, Kevin King, Henry Kurowski, John Lucas, Liz McKay, William E. Miller, Donald Misic, John Neuhaus, Jeanne Pankanin, James D. Perry, Joann Powell, Robert Powell, Donn Stansbury, Elaine Stoermer, Fred Vaisvil, George Voegel, David Williams, Betty Windham, Regina Witort, Laurie Wren, Joan Young, Robert Zilkowski, Muriel Zobott--Harper College; Donna Anderson, Laurie Brasky, Mark Comeaux, Joan Evans, Linda Knigge, Michael Lavanway, Michael Lawson, Kristi Lindberg, Bill Lund, Judy Lynch, Don McHugh, Rebecca Nelson, Mark Ruffolo, Tom Slivovsky, Normajean Summers, Patti Thomas--Harper Students; Charlotte Carlson--Barrington Courier; Harolyn Ropp--Copley Record Newspaper; Jerry Hansen--Paddock Publications; Jan Schrader--Palatine League of Women Voters.

Chairman Klussman welcomed members of the community, staff, students and the press. She stated that Members Mills and Tomchek were not present due to other commitments. A special welcome was extended to Mark Comeaux, newly-elected president of the Student Senate. Chairman Klussmann added that members of Mr. Robert Zilkowski's class would be taking some dictation during the Board meeting.

MINUTES: Member Bone asked that the minutes of the regular Board meeting of September 13, 1979, be corrected on page 14, under ICCTA Committee Reports. She asked that the last sentence be corrected to read, "Member Bone requested Board guidance on the ICCTA proposal ..."

MINUTES:  
(cont.) Member Dasher moved, Member Bone seconded, that the minutes of the regular Board meeting of September 13, 1979, be approved as corrected.

Motion carried.

CITIZEN PARTICIPATION: There was no citizen participation.

DISBURSEMENTS: Member Munson moved, Member Dasher seconded, approval of the bills payable of October 11, 1979, as follows:  
Bills Payable  
and Restricted  
Purposes Fund

Educational Fund	\$351,762.20
Building Fund	251,773.17
Site & Construction Fund #1	89,344.56
Site & Construction Fund #2	2,847.06
Auxiliary Fund	351,032.71
Restricted Purposes Fund	137,176.85

Upon roll call, the vote was as follows:

- Ayes: Members Barch, Bone, Dasher, Klussmann and Munson
- Nays: None

Motion carried. Member Zanca voted aye.

Payrolls, Member Munson moved, Member Zanca seconded, approval of the payroll of September 15, 1979, in the amount of \$355,128.57; the payroll of September 30, 1979, in the amount of \$446,365.50; the estimated insurance bills for Blue Cross of Rockford for September 15 through October 15, 1979, in the amount of \$8,000.00; the estimated utility bills for November, 1979, in the amount of \$70,000.00; and the Willow Park Rental for September-October, 1979, in the amount of \$18,435.75.  
Estimated  
Insurance and  
Utility Bills,  
Willow Park  
Rental

Member Munson questioned the payment for Willow Park. Dr. Perry explained that this bill was included due to the late notification of the ownership change of Willow Park. Both the September and October checks to the previous owner have been cancelled, and this amount will be sent to the new owner.

Upon roll call, the vote was as follows:

- Ayes: Members Barch, Bone, Dasher, Klussmann and Munson
- Nays: None

Motion carried. Member Zanca voted aye.

DISBURSEMENTS:  
Financial  
Statements

Chairman Klussmann stated that the new financial statements would be discussed by Member Dasher during the Finance Committee report later in the meeting.

Budget  
Transfers

Member Dasher moved, Member Bone seconded, approval of budget transfers in the Educational Fund in the amount of \$1,410.00 and in the Operations, Building and Maintenance Fund in the amount of \$101.00 (as per Exhibits V-E(1-2) attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

- Ayes: Members Barch, Bone, Dasher, Klussmann and Munson
- Nays: None

Motion carried. Member Zanca voted aye.

Bid Awards

Member Munson moved, Member Bone seconded, approval of the following bid awards, as per Exhibits V-F1 through V-F12, attached to the minutes in the Board of Trustees' Official Book of Minutes:

Ex. V-F1 Award Bid Q-6209 for video cassettes and open reels to the low bidder, Center Video Center, in the amount of \$3,936.60.

Ex. V-F2 Approve the issuance of blanket purchase orders to cover the following supplies for the second quarter of the fiscal year:

Bit-O-Gold - Frozen foods/ dairy products	\$ 5,000.00
Emil Kahn - Fresh produce/ frozen foods	4,250.00
Railton - Groceries/meat products	6,250.00
L. Karp & Sons - Bakery supplies	3,150.00
Redi-Froze - Frozen meats & vegetables	3,750.00
John Sexton - Canned fruits & vegetables	10,000.00
Vanderbilt - Bakery supplies	2,500.00
Mr. Dee Meats - fresh meat	2,000.00
Swift & Co. - fresh meat	8,000.00
TOTAL AWARDS	\$44,900.00

DISBURSEMENTS:  
Bid Awards  
(cont.)

- Ex. V-F3 Award Bid Q-6219 for the printing of one or three course schedules to the low bidder, Frontier Press, in the amount of \$9,165.00.
- Ex. V-F4 Award Bid Q-6212 for chemistry lab supplies to Sargent Welch, in the amount of \$4,450.23.
- Ex. V-F5 Award Bid Q-6220 for installation of plumbing for evacuation system in the dental hygiene clinic to the low bidder, Thiesse Plumbing, in the amount of \$4,650.00.
- Ex. V-F6 Award Bid Q-6215 for a car for the Public Safety Department to the low bidder, Buffalo Grove Dodge, in the amount of \$4,863.00.
- Ex. V-F7 Award Bid Q-6218 for analytical balances for the chemistry lab to the low bidder, Sargent Welch, in the amount of \$5,260.00.
- Ex. V-F8 Award Bid Q-6208 for gas-fired kiln for the Art Department to the only bidder, A.R.T. Studio, in the amount of \$8,243.42.
- Ex. V-F9 Approve the issuance of a purchase order for printed circuit board parts kit to Neoteric Systems, in the amount of \$4,872.00.
- Ex. V-F10 Award Bid Q-6207 for sealing of the tennis courts to the low bidder, First Impressions, in the amount of \$9,320.00.
- Ex. V-F11 Award Bid Q-6159 for hard-wired typing labs for Buildings I and J to the only bidder, Instructional Systems Associates, in the amount of \$23,046.00.
- Ex. V-F12 Approve the issuance of a purchase order for the rental of instructional keypunch equipment to IBM Corporation, in the amount of \$10,074.00.

In reference to Exhibit V-F1, Member Barch pointed out that three bids were submitted, although one bid did not meet the specifications. Inasmuch as the highest bid was recommended, he inquired about the third bidder. Ms. Witort explained that Studio Tape Exchange

DISBURSEMENTS:  
Bid Awards  
(cont.)

bid on used tapes which was not acceptable. Referring to Exhibit V-F4, Member Barch questioned the fact that although Fischer Scientific did not bid on four items, the bid recommended was \$1300 higher. He asked if the four no-bid items were worth \$1300. Ms. Witort replied that the quality of some of the substitutions on the bid was unacceptable. In addition, one of the no-bid items alone was over \$700. In reference to Exhibit V-F6, Ms. Witort stated that the purchase price of the car included the trade-in automobile.

Upon roll call, the vote was as follows:

Ayes: Members Barch, Bone, Dasher, Klussmann  
and Munson

Nays: None

Motion carried. Member Zanca voted aye.

Change  
Orders

Member Munson moved, Member Bone 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 as follows:

- Ex. V-G1 Proposed Change Order G-17 for Building I for a total increase to the contract of \$1,200.00
- Ex. V-G2 Proposed Change Order P-15 for Building M for a total increase to the contract of \$932.96
- Ex. V-G3 Proposed Change Order E-18 for Building M for a total increase to the contract of \$8,214.00

Upon roll call, the vote was as follows:

Ayes: Members Barch, Bone, Dasher, Klussmann  
and Munson

Nays: None

Motion carried. Member Zanca voted aye.

Change  
Order

Member Dasher moved, Member Zanca seconded, that the Board ratify the signing and submittal of the Proposed Change Order in Exhibit V-G4 to the Capital Development Board as follows:

- Ex. V-G4 Proposed Change Order G-19 for Building I for a total increase to the contract of \$28,841

DISBURSEMENTS:  
Change Order  
(cont.)

Chairman Klussman explained that this recommendation is for a higher fence around the outdoor play area for the Child Care Program. Although Member Dasher agreed that the design of the building contributed to the major dropoff problem and is a safety hazard, he questioned the practicality of continuing with the Child Care Program. Member Munson cited the fact that more women are returning to school and taking classes at Harper because of the availability of the child care center. She stated that if we discontinue this program, we would lose potential students. President McGrath pointed out that there were two things involved in this regard. First, there is the children's day care center which is essentially a baby-sitting service for the children of students who take classes. Secondly, the child care program is very strong and jobs are available for graduates of the program. Although the two were separate at one time, it was decided last year to use the laboratory situation with the child care program. Dr. Williams stated that the program is still viable and has not incurred any enrollment problems. The design of Buildings I and J was such that the two programs would be compatible, so that students would have the advantage of lab experiences in addition to their instruction in the Associate Degree program. He further stated that the play area under discussion was designed to be adjacent outside the two classroom facilities in order to serve both programs. Speaking on behalf of the students, Member Zanca commented on the importance of continuing the programs. The opportunity is provided for further education with the children's day care center and graduates are finding jobs after completing the child care program. Member Zanca called attention to the fact that one of the duties of a community college is to serve the community in the best way possible. Member Dasher suggested looking at the problem from another viewpoint rather than eliminating the program. The cost for the fence would be approximately \$28,000 for a relatively small play area. He added that it might be better to make it impossible for the children to use the area in question. He further stated that if the Capital Development Board does not approve this request, the College would be liable for 100 percent of the cost. Member Dasher indicated that if the area is made available to the children, the fence would be needed; however he questioned the need to make it available. Member Barch asked about the size of the area and whether the work could be done for a smaller fee. Mr. Misic replied that a chain link fence was considered but could be climbed over by a child in addition to being unsightly. The type of fence recommended is a duplicate of the existing fence, but would be six-feet high rather than three-

DISBURSEMENTS:  
Change Order  
(cont.)

feet high. The total amount of fencing involved would be over 200 linear feet, plus two gates. In response to Member Bone's query regarding the number of students in the child care program, Dr. Williams stated that the headcount is at least 150 students. Chairman Klussmann requested a breakdown of the cost of \$26,603 listed for miscellaneous iron. Mr. Mistic answered that this figure includes \$9,100 for material; \$6,900 for shop labor; \$6,200 for fence erection labor, which includes removing the old fence, repouring the concrete wall, etc.; \$900 for cartage, measurements and detail work; 15 percent for overhead and profit; plus the overhead and profit for the general contractor. Member Barch asked if, subject to immediate Board approval to send to the Capital Development Board, the request would be returned to the Board again if denied by the Capital Development Board. Member Dasher said this was correct.

Upon roll call, the vote was as follows:

Ayes: Members Barch, Bone, Dasher, Klussmann  
and Munson  
Nays: None

Motion carried. Member Zanca voted aye.

COMMUNICATIONS:

Member Bone reported that she had received a telephone call from a Harper student who stated that members of a political science class would be attending this, or possibly future, Board meetings as part of a class project. Member Zanca stated that officers of the Student Senate had been elected earlier in the day. He again introduced Mark Comeaux, president, in addition to Mike Lavanway, vice-president and Joan Evans, treasurer. He pointed out that a number of members of the Student Senate were in the audience and they were welcomed by Chairman Klussmann. Mark Comeaux mentioned that he was a member of one of the political science classes attending the meeting. He added that the students are working on papers and may be requesting interviews of the members of the Board of Trustees. These interviews would be appreciated. Chairman Klussmann said the Board members would look forward to the interviews and extended congratulations to all of the newly-elected officers.

UNFINISHED  
BUSINESS:  
Committee  
Reports  
--Public  
Relations

Member Munson reported that the Public Relations Committee would meet on Monday, October 15, at 4:30 P.M. She stated that Board members and the public would be welcome to attend. The purpose of the meeting is to discuss the open house for Building M, scheduled for Sunday, November 4.



UNFINISHED  
BUSINESS:  
Committee  
Reports  
--Building

Member Dasher reported that the College had finally taken over part of Building M which will be used for the second eight weeks. He explained that the handball courts and swimming pool are not yet available for use. In reference to Buildings I and J, Member Dasher observed that it would probably be second semester before they were ready.

--Finance

Member Dasher reported that the Finance Committee met on October 8. Members of the committee are still working on the new financial reporting forms. Member Dasher thanked Members Barch and Munson for meeting with Dr. Perry, Mr. Dolejs and Mr. Firak. He felt it was a community effort and was hopeful that a useful reporting format would be available by November.

--Policy  
Manual

Member Bone announced that the Policy Manual was ready for distribution and Board members could pick up their copies at the close of the meeting. She expressed appreciation to Linda Wegner, Elaine Stoermer, David Williams and Margaret Blandford for their diligent, time-consuming work in the revision of the Manual. Member Bone commented that the new format would make it easier to incorporate additions or revisions. She stated that binders for the manuals would be provided in the near future. In answer to Chairman Klussmann's question, Member Bone said that changes coming up later in the meeting were not in the manual because they have not been approved. Chairman Klussmann thanked Member Bone and those who worked with her on the project.

--ICCTA

As Board representative to the ICCTA, Member Bone reported that the ICCTA has requested a vote at the November meeting on whether to hire an additional staff person as a full-time lobbyist. Although ICCTA stated that there would be no additional cost to the colleges this year, Member Bone questioned the possibility of cost increases next year. She requested Board direction on the employment of the lobbyist.

Member Dasher moved, Member Barch seconded, to direct Member Bone to cast a negative vote on the employment of a full-time lobbyist by the ICCTA.

In a voice vote, the motion carried.

NEW BUSINESS:  
Personnel  
Actions

Member Dasher moved, Member Zanca seconded, approval of the Personnel Actions in Exhibit VIII-A, as follows:

NEW BUSINESS:  
Personnel  
Actions  
(cont.)

Faculty Appointments

Joann Powell, Assoc. Professor, 10/15/79, \$23,975  
Paul Chamberlain, Counselor, 10/22/79, \$13,550

Teacher Associate Appointment

Jeanette Kreft, Teacher Associate, 1/9/80, \$9,683

Exempt Classified Staff Appointment

Doris Brady, Programmer Analyst II, 10/1/79, \$16,585

Non-Exempt Classified Staff Appointments

Margaret Bishop, Messenger, 9/5/79, \$6,828  
Mary Lou Olhava, P.T. Clerk I, 9/6/79, \$960  
Gladys Lawson, Clerk Typist II, 9/11/79, \$8,400  
Kevin Clarke, Graphic Artist II, 9/24/79, \$11,284  
Carol Sturz, Buyer's Asst., 9/24/79, \$9,132  
Barbara Gerfy, Buyer's Asst., 9/17/79, \$10,146  
Cherle Gart, P.T. Secretary I, 9/17/79, \$4,898  
Carol Hembrey, P.T. Secretary I, 9/28/79, \$4,898  
Karen Mellon, Accounting Clerk I, 10/1/79, \$8,763  
Barbara Emma, P.T. Clerk Typist II, 10/1/79, \$3,536

Administrative Resignation

Joann Powell, Dean, STU DEV, 10/15/79 (Return to Faculty)

Exempt Classified Staff Resignations

Margaret Babcock, Programmer Analyst II, 9/14/79  
William Hejnosz, Coordinator, 9/28/79

Non-Exempt Classified Staff and Union Service  
Employee Resignations

Richard Geary, Groundsman, 9/21/79  
Lois Sharp, Accounting Clerk I, 9/14/79  
Linda Perrazo, Cashier, 9/18/79  
Bette Nelson, Assistant Buyer, 9/14/79  
Margaret Fowler, Clerk Typist II, 9/14/79  
Dorothy Morris, Cook II, 9/24/79  
Linda Vlahovic, Key punch Operator I, 9/28/79  
Harold Dreuth, Custodian, 9/28/79  
Tammy Schwartz, Child Care Attendant, 9/11/79  
Kenneth Fleischer, Computer Operator, 10/12/79  
Rosemary Zygowicz, Switchboard Operator, 10/3/79  
William Just, Custodian, 9/28/79

Member Munson asked if the amount of work time had been set for the part-time non-exempt employees. Mr. Neuhaus responded that these employees work less than twenty hours per week at different times. The salaries are prorated and they are paid by the hour. In reference to the faculty appointments, Dr. Williams stated that the salaries were for 39-week contracts.

NEW BUSINESS:Personnel

## Actions

(cont.)

Upon roll call, the vote was as follows:

Ayes: Members Barch, Bone, Dasher, Klussmann  
and Munson

Nays: None

Motion carried. Member Zanca voted aye.

Chairman Klussmann noted that Joann Powell had resigned as Dean of Counseling and requested to return to a faculty position. She expressed appreciation to Dr. Powell for the work she had done over the past several years as the Director and Dean of Counseling. Other Board members concurred with this sentiment.

Local 11  
Contract

Member Zanca moved, Member Munson seconded, approval of the 1979-80 Salary Increases for Local 11, Service Employees International Union Membership in Exhibit VIII-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In the absence of Member Tomchek who had originally raised the question, Member Dasher asked if the eight percent increase in wages would be sufficient in view of subsequent settlements. He further stated that the Board members recognize that the cost of living is increasing and people with lower levels of income are affected more than the upper income levels. Member Dasher noted that the issue would still be voted upon, but requested President McGrath to review the settlement and advise whether it is adequate. President McGrath replied that he had done some research and the salary schedule for these employees ranged from \$11,000 to \$16,000 and was competitive with similar jobs in the surrounding area.

Upon roll call, the vote was as follows:

Ayes: Members Barch, Bone, Dasher, Klussmann  
and Munson

Nays: None

Motion carried. Member Zanca voted aye.

Policy  
Manual

Member Bone moved, Member Munson seconded, approval of the revisions in the Policy Manual of the Board of Trustees, as listed in Exhibit VIII-C, (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Chairman Klussmann explained that it is the policy of the Board to review changes at two consecutive

NEW BUSINESS:  
Policy Manual  
 (cont.)

meetings prior to making a final decision. She added that the proposed revisions were first reviewed at the September Board meeting. Member Munson pointed out that Member Bone had worked very hard on this project.

Upon roll call, the vote was as follows:

Ayes: Members Barch, Bone, Dasher, Klussmann  
 and Munson

Nays: None

Motion carried. Member Zanca voted aye.

1980-81  
 Academic Year  
 Calendar

Member Bone moved, Member Zanca seconded, approval of the 1980-81 academic year calendar, as listed in Exhibit VIII-D (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Munson asked how many snow days were included in the calendar. President McGrath replied that the calendar allowed for one snow day in fall semester and three snow days in winter semester.

Motion carried.

Cooperative  
 Agreement with  
 Illinois  
 Central College

Member Bone moved, Member Munson seconded, approval of the Cooperative Agreement with Illinois Central College. Chairman Klussmann stated that this federally funded project involved six community colleges participating with Illinois Central College to improve the curriculum, teaching styles, and techniques for "high risk" students with low reasoning abilities who enter college transfer programs. She added that several Harper College faculty have become interested in trying such an approach and will cooperate with Illinois Central College in this program. Grant money in the amount of \$6,950 will be received by Harper College.

In answer to Member Munson's questions, Dr. Williams introduced Betty Windham, who will serve as faculty project coordinator.

Ms. Windham explained that Illinois Central College had a grant two years ago from the Department of Health, Education and Welfare to be the first community college in the country to run this program. One of the conditions of the grant was that they follow up and inform other community colleges of the program and its good results. As a result Tom Campbell, project director, approached Harper College in addition to five other colleges across the country.

NEW BUSINESS:  
 Cooperative  
 Agreement with  
 Illinois  
 Central College  
 (cont.)

Each college project coordinator submitted part of a proposal to be incorporated into a master proposal.

Ms. Windham stated that the project would actually begin early in December with an initial 2½ day workshop at Illinois Central College in Peoria for the faculty project personnel from the six institutions. Following the workshop, local project staff would begin weekly seminars to design and develop programs to reflect local needs. Recruitment will begin in the spring and the program would be offered to students in the fall of 1980.

In addition, Ms. Windham said that students completing each program are expected to improve their reasoning abilities and therefore be more successful in pursuing post-secondary education goals. Additional outcomes will include a change in basic faculty attitudes toward teaching and as a result carry the developmental theme into other instructional settings.

Member Munson asked if this project would obligate Harper to future expenditures since it is not under a federal grant. Ms. Windham replied that it would not because they would be using sections of existing courses that the students would be taking anyway. The continuance of this project as a formal program would be dependent upon an in-house decision.

Inasmuch as Illinois Central College has had this program for two years, Member Dasher inquired about the results they have had. Ms. Windham pointed out that the dropout rate had decreased over 50 percent compared to the students in the regular program. She summarized by stating that the instructors will use techniques to teach the students to develop their reasoning abilities and apply these skills to various disciplines such as English, literature, economics, mathematics and so forth.

In a voice vote, the motion carried.

Building M -  
 Partial  
 Acceptance

Member Dasher moved, Member Zanca seconded, approval of the partial occupancy of Building M for programming for October 13, 1979, with the exception of the natatorium, six handball courts and the wrestling room, as listed in Exhibit VIII-F.

Member Barch asked if the partial acceptance of this building was discretionary to the Board. In replying affirmatively, President McGrath pointed out that when the contractors are finished, they start charging against our accounts. Member Zanca asked

NEW BUSINESS:

Building M -  
Partial  
Acceptance  
(cont.)

who would be responsible for the insurance at this time. President McGrath replied that Harper College policies would cover the portions of the building that are accepted. The remaining portions, including the swimming pool, will be secured so that unauthorized persons do not have access to them. Although we could defer acceptance until the building is completely finished, Member Dasher pointed out the need for it due to second eight-week classes and recommended that it be accepted.

In a voice vote, the motion carried.

Faculty Leave  
of Absence

Member Munson moved, Member Bone seconded, that Mr. Henry Meier be given a one semester leave of absence without pay for the period January 9, 1980 to May 18, 1980, as per Exhibit VIII-G.

Chairman Klussmann said that Mr. Meier would be making a contribution to an area of importance to German-American culture, namely the Black Hills Passion Play. Mr. Meier's family brought the play to America many years ago and he will be assisting in the preparation for next summer's performances. President McGrath explained that part-time instructors would cover Mr. Meier's classes during his absence.

Member Munson commented that it would be interesting to see a listing of all the activities that faculty have participated in over the years since they have been involved in so much.

In a voice vote, the motion carried.

Grants Status  
Report

Chairman Klussmann stated that the Grants Status Report is an informational report covering any grant activity that has taken place since the last Board meeting. Dr. Williams pointed out that, subsequent to printing, the Institute for Material Handling Teachers grant was not approved and would not be funded. President McGrath explained that inasmuch as we had this grant last year, this grant would be given to a community college in another part of the country.

PRESIDENT'S  
REPORT:

President McGrath announced that Harper College had received a check in the amount of \$4,900 from IBM Corporation for an on-line student information system. This was developed by in-house staff, then taken over and marketed by IBM, which gives Harper College the royalty on the system.

PRESIDENT'S  
REPORT:  
(cont.)

The President reported on a gift of 30 shares of Honeywell stock donated by the Safeco Corporation, a local company. A certain amount of their net profits are put aside to be given to various institutions that are working in the health field. Upon learning of Harper's programs, this stock was donated to the College. Its value is approximately \$2500.

Due to the summer work week adjustment, energy savings in the amount of \$34,077.32 were realized for the 12-week period. A follow-up study showed that the classified staff favored the summer schedule.

President McGrath also reported on savings achieved due to a rate change by the Metropolitan Sanitary District. In the past, the College was charged a certain user rate. Upon checking, Dr. Perry felt this charge was inappropriate and represented Harper College at a meeting with the personnel of the Metropolitan Sanitary District. As a result, the user rate will be decreased from \$2500 to \$500 per year. The President thanked Dr. Perry for his work in this regard.

Recently-donated books to the Harper College Library bring the total collection of volumes to over 100,000. President McGrath commented that this is a very significant mark for a community college.

The Harbinger, Harper's student newspaper, received the highest award, honor rating of All American, from the Associated Collegiate Press. The President expressed appreciation to the Harbinger staff and their faculty advisor.

The Harper College Women's Tennis Team is currently undefeated and looking forward to their second straight N4C championship. President McGrath offered congratulations to members of the team and their coach, Martha Bolt.

Eugene Magad of the Business Division delivered a paper recently on materials management and transportation. The President commented that the paper was very well received.

President McGrath announced that an evaluation visitation by the Division of Adult Vocational and Technical Education was scheduled for October 29, 1979. Dr. Cormack and appropriate division chairmen are working very hard on this report. A review of this visitation will be made at the next meeting.

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

\_\_\_\_\_  
Chairman Joan Klussmann

\_\_\_\_\_  
Secretary Janet W. Bone