

BOARD MEETING

AGENDA

November 24, 1980

8:00 pm

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
- IV. Citizen Participation
- V. Approval of Disbursements
 - A. Bills Payable, Payroll for October 15 and October 31, 1980 and Estimated Payroll for November 1 through December 31, 1980 Exhibit V-A
 - B. Financial Statements Exhibit V-B
 - C. Budget Transfers Exhibit V-C
 - D. Bid Awards Exhibit V-D
 - E. Purchase Orders Exhibit V-E
- VI. Communications
- VII. Unfinished Business
 - Committee Reports
- VIII. New Business
 - A. RECOMMENDATION: Personnel Actions Exhibit VIII-A
 - B. RECOMMENDATION: Faculty Leaves of Absence
 - 1. English Exhibit VIII-B-1
 - 2. Philosophy Exhibit VIII-B-2
 - C. RECOMMENDATION: Cardiac Exercise Technician Program Exhibit VIII-C
 - D. RECOMMENDATION: Policy Manual Changes: First Reading Exhibit VIII-D
 - E. RECOMMENDATION: Approval of Deficiency Levy Exhibit VIII-E
 - F. RECOMMENDATION: Approval of Corrective Work on Water System Exhibit VIII-F
 - G. RECOMMENDATION: Acceptance of Asrow Report Exhibit VIII-G
 - H. RECOMMENDATION: Grants Status Report Exhibit VIII-H
- IX. President's Report
 - Hospital Pharmacy Technician Program
- 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 Rescheduled Regular Board Meeting of Monday, November 24, 1980

CALL TO ORDER: The rescheduled regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chairman Barch on Monday, November 24, 1980, at 8:00 p.m., in the Board Room of the Administration Building, Algonquin & Roselle Roads.

Chairman Barch welcomed members of the audience to the Board meeting. He stated that Members Bone and Tomchek were not in attendance due to other commitments. In the absence of Member Bone, he requested that Member Munson act as Secretary pro tem.

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

Also present: James J. McGrath, Felice Avila, Art Bowers, Steve Catlin, A. A. Dolejs, Al Dunikoski, Frank Firak, Pat Furtak, John Gelch, Charles Harrington, William Howard, Karen Keres, John Lucas, Jean Lytle, Liz McKay, Regina Miller, Don Misic, John Neuhaus, John Pageler, Jeanne Pankanin, James D. Perry, Anne Rodgers, Martin J. Ryan, Donn Stansbury, Elaine Stoermer, Fred Vaisvil, George Voegel, David Williams and Laurie Wren--Harper College; Charles Kern and Kristen Sanberg--Harper students; Janice Cox--Copley Record Newspapers; Kevin McAleer--Barrington Courier Review; Sherwin P. Asrow--S. P. Asrow Associates; and Frank Furtak.

MINUTES: Member Dasher moved, Member Malkowski seconded, approval of the minutes of the regular Board meeting of October 23, 1980. In a voice vote, the motion carried.

CITIZEN PARTICIPATION: There was no citizen participation.

DISBURSEMENTS: Member Dasher moved, Member Klussmann seconded, approval of the bills payable of November 24, 1980, as presented in Exhibit V-A, as follows:

Bills Payable,	Educational Fund	\$353,841.71
Restricted	Building Fund	212,356.92
Purposes Fund,	Site & Construction Fund #1	1,111.75
Payrolls,	Site & Construction Fund #2	80,506.53
Estimated	Bond & Interest Fund	455,985.00
Insurance and	Auxiliary Fund	254,420.03
Utility Bills,	Restricted Purposes Fund	109,777.06
Purchase of		
Equipment for		
Data Processing		
and Building U		

DISBURSEMENTS:
Bills Payable, Restricted Purposes Fund, Payrolls, Estimated Insurance and Utility Bills, and Purchase of Equipment for Data Processing and Building U Remodeling

The payroll (Retroactive) of October 9, 1980 in the amount of \$81,007.24; the payroll (Regular) of October 15, 1980 in the amount of \$569,226.62; the payroll (Retroactive) of October 27, 1980 in the amount of \$74,907.07; the payroll (Regular) of October 31, 1980 in the amount of \$589,567.98; the estimated payroll of November 1 through December 31, 1980 in the amount of \$2,334,971.12; the estimated insurance bills for Blue Cross of Rockford for November 15 through December 15, 1980 in the amount of \$9,500.00; the estimated utility bills for December, 1980 in the amount of \$90,000.00; purchase of Data Processing equipment in the amount of \$47,433.00; purchase and installation of equipment for Building U remodeling in the amount of \$16,080.00; and purchase of a software program in the amount of \$2,750.00.

Upon roll call, the vote was as follows:

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

Motion carried. Member Malkowski voted aye.

Financial Statements

There were no comments or questions regarding the financial statements.

Budget Transfers

Member Munson moved, Member Mills seconded, approval of budget transfers in the Educational Fund in the amount of \$3,480; in the Building and Maintenance Fund in the amount of \$1,250; in the Auxiliary Fund in the amount of \$6,000 and in the Site and Construction Fund in the amount of \$50,860 (as per Exhibits V-C (1-4) attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

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

Motion carried. Member Malkowski voted aye.

Bid Awards

Member Klussmann moved, Member Dasher seconded, approval of the following bid awards (as per Exhibits V-D1 through V-D4, attached to the minutes in the Board of Trustees' Official Book of Minutes):

Ex. V-D1 Award Bid Q-6483 for printing of Continuing Education brochures to Elgin Printing, the low bidder, in the amount of \$7,505.72.

DISBURSEMENTS:
Bid Awards
(cont.)

Ex. V-D2 Award Bid Q-6481 for audiovisual equipment (20 items) to the following low bidders meeting specifications:

Midwest Visual	\$ 8,623.20
United Visual	8,509.80
Burke Audio/Visual	4,081.75
Selected Educational Aids	968.50
Visual Craft	1,755.00
Roscor	9,995.00
Center Video	16,950.00
RCA Service Company	<u>4,575.75</u>

Total Award \$55,459.00

Ex. V-D3 Award Bid Q-6482 for the purchase of a new car to Schaumburg Dodge, the low bidder, in the amount of \$6,818.00.

Ex. V-D4 Award Bid Q-6484 for ditto machine paper to Nationwide Paper in the amount of \$10,125.00.

Upon roll call, the vote was as follows:

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

Nays: None

Motion carried. Member Malkowski voted aye.

Purchase Orders

Member Mills moved, Member Malkowski seconded, approval of the following purchase orders, (as per Exhibits V-1 through V-E3, attached to the minutes in the Board of Trustees' Official Book of Minutes):

Ex. V-E1 Approve the issuance of a change order in the amount of \$2,000.00 to Redi Froze Distributors for a new total of \$3,000.00.

Ex. V-E2 Approve the issuance of a change order in the amount of \$1,165.00 to Royal Business Machines for a new total not to exceed \$23,808.00.

Ex. V-E3 Approve the issuance of a change order in the amount of \$3,474.11 to S. P. Asrow Associates for a total award of \$18,474.11.

Upon roll call, the vote was as follows:

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

Nays: None

Motion carried. Member Malkowski voted aye.

COMMUNICATIONS: There were no communications.

UNFINISHED
BUSINESS:
Committee
Reports
-- Salt Creek

In reference to Salt Creek, Member Munson stated that the situation was still being observed, especially with regard to the road coming so close to the water retention area. In response to Member Klussmann's inquiry, Member Munson said that the funding is not yet secure. She added that Ms. Joan Young attends the Salt Creek Committee meetings as the College representative and reports back to the College on the situation.

--Educational
Foundation

As Board liaison to the Educational Foundation, Member Munson reported that a meeting would be held in December to set up some of the goals and future projects. She informed the Board of a recent seminar sponsored by the Educational Foundation which was attended by Foundation representatives of other community colleges. Dr. Harvey Sharron explained the activities in his area which are supported and attended by many persons. Member Munson pointed out that Harper is involved in many of these functions but could do more with the support of the Foundation. She stated that the seminar generated a great deal of enthusiasm and excitement from the Harper College Educational Foundation members. Member Munson thanked Ms. Avila for the work she had done on behalf of the Foundation. President McGrath noted that a donation of \$1,000 was made to the Educational Foundation to be used for the Shakespeare Festival which will be held on campus in March, 1981. This contribution was a direct result of the seminar.

--Friends of
Harper

Member Klussmann reported that the October 30 meeting of the Friends of Harper was very successful. Approximately 40 persons representing many communities in the Harper College district were in attendance and, on behalf of the Board, were welcomed by Member Klussmann. The meeting was chaired by Ms. Kris Howard and presentations were made by Mr. McGrath and Ms. Stoermer. In addition, a slide presentation for the community was shown and critiqued. Further discussions were held in small groups to seek additional comments, ideas and suggestions. Member Klussmann advised that she had attended a committee meeting with Ms. Howard, President McGrath, Ms. Stoermer, Dr. Lucas and Ms. Avila in order to form a steering committee and discuss other ways that the Friends of Harper could be structured for the future. A meeting of the steering committee has been scheduled for December 4. In addition to Mr. McGrath and herself, Member Klussmann advised that the committee would consist of representatives of the Educational Foundation, Harper College Advisory Boards, senior citizens, and representatives from each of the townships in the College district.

NEW BUSINESS:
Personnel
Actions

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

Non-Exempt Classified Staff and Union Service
Employee Appointments

Cathy Appel, Cashier, 10/20/80, \$6,590
Mary Nolen, P.T. Accounting Clerk, 10/16/80, \$4,919
John Srejma, Pub. Saf. Officer, 11/3/80, \$12,237
Randy Allen, Pub. Saf. Officer, 10/27/80, \$12,237
Ronald Moers, Pub. Saf. Officer, 10/27/80, \$12,237
Lynn Bocage, Secretary I (10 mos.), 10/27/80, \$8,500
William Slaton, Custodian, 10/27/80, \$12,397
Gwen Brown, P.T. LRC Clerk I, 10/27/80, \$4,212
Marilyn Muehlfelt, Clerk Typist I, 11/1/80, \$8,532
Bernice Skweres, P.T. Food Service Helper I,
(10 months), 11/3/80, \$4,668

Non-Exempt Classified Staff Reclassifications

Harold Neumann, Senior Electronic Tech., \$20,165
Timothy Wingate, Offset Press Oper. I., \$11,580
Peter Gart, Offset Press Operator II, \$15,312
Nadine Punch, Administrative Secretary, \$15,240
Mary Ann Ochs, Administrative Secretary, \$12,588
Polly Brandt, I/O Control Manager, \$16,104
Terry Johnson, Secretary II, \$11,052
Nancy Moloznik, Mail Supervisor, \$12,696
Vicki Rowe, Buyer, \$12,504
Helga Schulz, Resident Manager, \$19,459
Sandra Manner, Secretary to V.P., N/A
Vivienne Manson, Secretary to V.P., N/A
Barbara Emma, Secretary I, N/A
Susan VanMeter, Clerk, N/A

Teacher Associate Appointment

Edward H. Bohlke, T.A. Computer Operator, 10/29/80, \$8,400

Non-Exempt Classified Staff and Union Service
Employee Terminations

Deanna Baker, Clerk Typist I, 10/25/80
Elizabeth Vaughn, Food Service Helper II, 10/31/80

In response to Member Munson's inquiry, President McGrath stated that the reclassifications were retroactive to January 1.

Upon roll call, the vote was as follows:

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

Motion carried. Member Malkowski voted aye.

NEW BUSINESS:
Faculty Leaves
of Absence

Member Malkowski moved, Member Munson seconded, approval of the Faculty Leaves of Absence, as shown in Exhibits VIII-B(1-2), attached to the minutes in the Board of Trustees' Official Book of Minutes.

Member Munson stated that it would be difficult to replace such talented people for a year.

Upon roll call, the vote was as follows:

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

Motion carried. Member Malkowski voted aye.

President McGrath explained that Professor Janet Savin's leave had been approved previously but not been taken as scheduled due to an accident. He stated that Dr. Savin will be doing research work in England and France for a year. He felt this experience would be refreshing and, upon her return, beneficial to both the students and Harper College. Mr. McGrath wished her well on this leave of absence.

In reference to the leave of absence granted to Professor John Pageler, the President noted that he was in the audience and commented on the outstanding job he has done for Harper, both in and out of the classroom. The audience applauded Dr. Pageler's accomplishments. During the next year, he intends to pursue his own academic interests ranging from course work to individual research. The President assured Dr. Pageler that there would always be a position available for him, if and when he returns to Harper.

Cardiac
Exercise
Technician
Program

Member Munson moved, Member Mills seconded, the recommendation to staff the position of Director of Human Performance Laboratory by March 1, 1981 and to continue toward full implementation of the program for the 1981-82 year (as per Exhibit VIII-C, attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Munson commented that this was one of the most exciting curriculum programs in quite some time. Other Board members agreed. Mr. McGrath stated that the Harper College Educational Foundation will take on this program as a project in terms of funding for equipment and assistance from the medical community. He added that the program was the first and only one in the State of Illinois.

NEW BUSINESS:

Upon roll call, the vote was as follows

Cardiac

Exercise
Technician

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

Program
(cont.)

Nays: None

Motion carried. Member Malkowski voted aye.

Policy
Manual
Revisions

Chairman Barch stated that the next item on the agenda was the first reading of the Board of Trustee Policy Manual revisions and no Board action is required. Member Mills pointed out that there was an immediate need for these revisions. Additional, more routine, revisions which were proposed at a meeting of the Policy Manual Review Committee on November 17 will be presented at the December Board meeting.

Deficiency
Levy
Resolution

Member Klussmann moved, Member Munson seconded, the adoption of the Deficiency Levy Resolution as set forth in Exhibit VIII-E (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Dasher called attention to the \$1.2 million dollar surplus of last year and said that the College now has the opportunity to give the taxpayers the benefit of the \$441,236 mistake made by the Cook County assessor. He added that the current financial situation of the College does not warrant penalizing the taxpayers for this error. Citing the present trend of inflation, Member Munson felt that the tax should be collected. Granting that the money if collected would draw interest, Member Dasher felt that this year's budget would also have a surplus and that he would prefer to collect the money if and when the College has need for it. Member Munson pointed out the extreme budget cuts which were made, some of which affected very important programs which will need support.

In reference to Member Dasher's consideration for the taxpayers, Member Malkowski voiced concern about the students. He called attention to the recent tuition increase which placed Harper in the upper portion of Illinois community colleges for costs per credit hour. He felt that the taxpayers should receive equal, not preferential, treatment to the students. Member Dasher replied that he understood Member Malkowski's concerns and complimented him on his recent article in the Harbinger regarding tuition. Member Dasher stated that the students were the ones to benefit inasmuch as they receive the education for which they pay.

NEW BUSINESS:
Deficiency
Levy
Resolution
(cont.)

Member Klussmann called attention to the Asrow Report, an agenda item which would be reviewed later in the meeting. She noted that the report outlines needed College repairs which would be extremely costly. She also commented on the special budget hearing to be held in December in order for the administration to request \$2.1 million dollars in repairs to keep the College safe for students and staff. Member Klussmann advised that this money was in addition to the funds needed for the best educational programs. In response to Member Klussmann, Member Dasher pointed out that the College has these necessary funds due to a mistake made by previous Boards which involved the transfer of \$1.8 million dollars to the Site and Construction Fund. He stated that this money was transferred back to the Building Fund at the start of this fiscal year and has earned enough interest to generate \$2.1 million dollars. He stressed that this money was set aside to be used for repairs which is exactly what should be done.

In further reference to the \$1.2 million dollar surplus, Member Dasher advised that legislative intent was clear -- that taxing bodies should take into consideration the fact they they would receive more money from the corporate income tax than the money that would be lost from the elimination of the personal property tax -- and that no surpluses should exist. Although Harper College had surplus funds, the amount of the tax levy was not reduced upon the advice of legal counsel. In spite of the fact that other school boards followed this same procedure, Member Dasher stressed that he could not condone this action by elected school boards. He felt that the legislature, also an elected body, was superior to school boards and that their intent was clear. It was Member Mills' feeling that, due to inflation, the College might possibly need the money in question within a few years.

Member Dasher called the question.

Upon roll call, the vote was as follows:

Ayes: Members Barch, Klussmann, Mills
and Munson
Nays: Member Dasher

Motion carried. Member Malkowski voted aye.

Corrective
Work on
Water System

Member Dasher moved, Member Malkowski seconded, that the Board approve the implementation of corrective work on the water system to increase fire hydrant pressure and a budget transfer of \$50,000 for the implementation.

NEW BUSINESS:

Corrective
Work on
Water System
(cont.)

Upon roll call, the vote was as follows:

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

Motion carried. Member Malkowski voted aye.

Grants
Status
Report

Chairman Barch stated that he would prefer to move ahead on the agenda and discuss the Grants Status Report. Dr. Voegel stated that a second Nursing Capitation Grant is in progress. This grant is similar to one on file with the U.S. Public Health Service. He informed the Board of a project under consideration with the Environmental Protection Agency on a Noise Training Program. In regard to this project, President McGrath stated the the EPA had contacted the Technology, Math and Physical Science Division of the College. He added that the main concern was in the use of College instructional staff, already shorthanded because Professor Jauch is on leave in Korea. With the help of Dr. Voegel and Mr. Dorner, Mr. McGrath stated that a determination would be made as to the availability of staff and if the program would be worthwhile at this particular time. Member Munson questioned the \$5,000 cost if approved. Dr. Voegel explained that the in-kind contribution would be for the use of equipment which the College already has and was not a request that a cash amount be set aside. Mr. McGrath stated that Harper College facilities and equipment would be used, but the main concern is staff availability. In reference to the PATH Program, Member Munson asked if this project was a one-year grant. Stating that it was, Dr. Voegel explained that, technically, the fiscal portion had been completed and the implementation stage would run through the fall semester.

Acceptance
of Asrow
Report

Member Dasher moved, Member Klussmann seconded, that the Board of Trustees accept the Asrow Report as presented.

President McGrath stated that he has been very impressed with the thoroughness of the work performed by Mr. Sherwin Asrow over the past several months on this project. He requested that Mr. Asrow be seated at the table in order to be introduced to the assembly and give his report.

Following acknowledgement, Mr. Asrow informed the audience that he is the President of S. P. Asrow, Ltd., a fairly small architectural engineering firm. Prior to this, he was chief structural engineer with a firm for 15 years. Mr. Asrow stated that his company

NEW BUSINESS:
Acceptance of
Asrow
Report
(cont.)

has been involved in the inspection and correction of problems in existing facilities and, because of these experiences, is able to deal with the various problems encountered on the Harper College campus. He explained that his initial involvement with Harper was due to a request from College legal counsel to investigate the causes and problems related to the spandrel which fell from Building A two years ago. At the request of the College, A. P. Asrow and Associates completed the corrective work on the fallen spandrel. At the same time, the firm repaired a connection between Buildings P and C which was similar in nature, but different in cause.

Following completion of these two projects, Mr. Asrow advised that the administration was concerned that other problem conditions might exist on campus which could be detected only by experts. Therefore, his firm was retained to inspect all Phase I buildings, particularly in regard to architectural and structural defects. Although the objective was to look at the campus from the point of view of safety, maintenance and appearance would also be observed.

Commencing in April, two associates of the Asrow firm spent approximately six months visiting every room on campus. The investigation was documented with photographs. Mr. Asrow felt it was important to understand that the study did not include a detailed investigation of the mechanical and electrical systems or the roofs.

Following the on-site visitation, the findings were evaluated and separated into four categories as follows: areas needing immediate attention due to safety factors or because delay in repairs would be more costly with ongoing deterioration; ceiling and wall stains due to leakage and other miscellaneous corrections; retaining walls and water drainage around the buildings; and pavements, walks, plazas and service roads in the immediate vicinity of the buildings. The investigation did not include parking lots, main service roads, or heating plant and garages of Phase I buildings.

Mr. Asrow stated that the cost of the campus renovation was estimated to be \$520,000. He explained that the figure included allowances for escalation, contingencies, and architectural and engineering fees.

During the tour of the campus, additional areas in need of corrective work became apparent to S. P. Asrow and Associates. In addition to the mechanical and electrical systems, roof conditions are such that repairs should not take place over an extended period of time.

NEW BUSINESS:
Acceptance of
Asrow Report
(cont.)

In summary, Mr. Asrow felt that the recommended work should be completed in the near future, not only because of inflation but also because continued deterioration would add to the costs. He asked if the Board had any questions.

Because of the large amount of leakage, Member Munson felt that there were problems with the flashings. Mr. Asrow agreed that the flashings were one of the key problems, but he added that drainage is poor in many areas because of deteriorating roof conditions. He noted that the conditions of the Phase I buildings do not exist in the Phase II buildings, primarily due to the changes in procedures and installation materials used in the later buildings. Member Munson inquired if the materials used were inferior or would wear down over a period of time. Mr. Asrow stated that this would be difficult to answer. Member Dasher pointed out that Mr. Asrow has been retained by College legal counsel on a pending lawsuit regarding liability for building damages.

Member Munson questioned the problems with the mechanical and electrical systems. Mr. Asrow replied that these problems were primarily connected to the tunnels and water problems on campus and did not relate to the roofs. A more detailed report could be prepared in this regard.

Chairman Barch thanked Mr. Asrow for his presentation.

In response to Member Klusmann, Dr. Perry explained that most of Mr. Asrow's recommendations were included in the five-year plan for Harper College which the Board approved after the fallen spandrel incident.

Upon roll call, the vote was as follows:

- Ayes: Members Barch, Dasher, Klusmann,
Mills and Munson
- Nays: None

Motion carried. Member Malkowski voted aye.

PRESIDENT'S
REPORT:

President McGrath announced that midterm FTE enrollment was 7,185. The figure represents an increase of 10% over last year and 9% over budget projections.

A Harper College graduate has donated 13 paintings to the Harper College Educational Foundation through the London Arts Group. Members of the Board and the Foundation, along with faculty members from the Art Department, will view them and decide upon their use. A recommendation will be made to the Board regarding a Harper College Art Committee composed of faculty and administrators. Faculty members Martin Ryan and

PRESIDENT'S
REPORT:
(cont.)

John Knudsen feel that the acquisition of art for the College is a worthwhile project. With the involvement of the Educational Foundation, Mr. McGrath observed that this would be an exciting venture.

In reference to the Crusade of Mercy, President McGrath thanked the staff, faculty and administration for their contributions. He stated that this year's donations presently total \$7,400 as compared to last year's total of \$3,400. He felt that this was an outstanding effort and that the success of the campaign was mainly due to its organization. He commended Dr. Liz McKay for her direction over the past two years.

Mr. McGrath commented on the General Equivalency Diploma (GED) program at Harper College. He reported that Cook County has a 57% pass rate while Harper has an 81% pass rate. Follow-up studies indicate that students who take and pass the GED examination and continue their education do as well, and sometimes better, than students who graduate from high school. The President commended the people in Special Services on the excellent job they are doing.

A meeting was held earlier in the day with Dr. Thomas Rich and representatives of the Mt. Prospect school district in order to discuss a possible new project. The program would involve working with gifted junior high school students in areas of math and science. President McGrath remarked that this would be exciting and, if successful, could be expanded to include literature, drama and other areas of study.

In reference to the next item, President McGrath stated that Mrs. Pat Bourke would be giving the report; however, she is hospitalized and recovering from surgery. Mrs. Bourke will return to the College after January 1. He requested that Dr. Williams give the presentation. Dr. Williams expressed regret that Mrs. Bourke was unable to attend the meeting because she had done such hard work on the development of this new program for Pharmacy Technician. Through recent meetings with the Chicago Council of Directors of Hospital Pharmacy, representing 15 of the larger hospitals, it was discovered that there are extensive employment possibilities in the area. Dr. Williams explained that a Pharmacy Technician works alongside the registered pharmacist. During a recent tour of the pharmacy department at Lutheran General Hospital, Dr. Williams noted that the department consisted of 75 persons -- 35 registered pharmacists and 40 technicians who have had only on-the-job training. It is anticipated that new laws will require that technicians be registered following some type of training. The proposed Harper program would be two semesters with internship during the summer session. The capital equipment

PRESIDENT'S
REPORT:
(cont.)

needs are not extensive because only one major piece of equipment is necessary. Dr. Lucas and his staff are developing a feasibility study which will be sent to various hospitals and commercial drug stores to obtain required data for submission to the Illinois Community College Board for authorization of the program. Presently, Parkland Community College in Champaign is the only other college in the state seeking approval of this program. Dr. Williams stated that chargebacks are anticipated if the program is approved as an areawide program. He added that the Harper community was enthused about this project and he felt confident that the program would be ready to offer during the fall, 1981 semester.

ADJOURNMENT:

Member Dasher moved, Member Klussmann seconded, that the meeting be adjourned. Motion carried and the meeting adjourned at 9:04 p.m.

Chairman Brian M. Barch

Secretary pro tem Shirley Munson