WILLIAM RAINNEY HARPER COLLEGE
Algonquin & Roselle Roads
Palatine, Illinois

BOARD MEETING
AGENDA
April 23, 1981
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, Payroll for March 15 and
      March 31, 1981, and Estimated Payroll for
      April 1, 1981 through May 29, 1981
         Exhibit V-A
   B. Financial Statements
      Exhibit V-B
   C. Budget Transfers
      Exhibit V-C
   D. Bid Awards
      Exhibit V-D

VI. Communications

VII. Unfinished Business
    Committee Reports

VIII. New Business
   A. RECOMMENDATION: Personnel Actions
      Exhibit VIII-A
   B. RECOMMENDATION: Faculty Leave of Absence,
      Architectural Technology
      Exhibit VIII-B
   C. RECOMMENDATION: Faculty Promotions
      Exhibit VIII-C
   D. RECOMMENDATION: 1981 Summer Hours
      Exhibit VIII-D
   E. RECOMMENDATION: Appointment of College Treasurer
      Exhibit VIII-E
   F. RECOMMENDATION: Appointment of Custodian of
      Imprest Fund
      Exhibit VIII-F
   G. BOARD INFORMATION: Grants Status Report
      Exhibit VIII-G

IX. President's Report

X. Adjourn to Monday, April 27, 1981, at 7:00 p.m. to Discuss Tuition Rates
   for Summer Session 1981 and 1981-82 Academic Year.
WILLIAM RAINERY 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, April 23, 1981

CALL TO ORDER:
The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chairman Barch on Thursday, April 23, 1981 at 8:03 p.m., in the Board Room of the Administration Building, Algonquin & Roselle Roads.

Chairman Barch welcomed members of the community, faculty, staff and the press.

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

Absent: None

Also present: James J. McGrath, Felice Avila, Gregg Atamian, Pat Bourke, Charlene Christin, A. A. Dolejs, Frank Firak, Pat Furtak, Charles Harrington, Carol Hoffman, William Howard, John Lucas, Don Mische, Lil Morin, John Neuhaus, Jeanne Pankanin, Anne Rodgers, Vicki Rowe, Martin J. Ryan, Elaine Stoermer, Fred Vaisvil, George Voegel, David Williams, Laurie Wren and Muriel Zobott--Harper College; Janice Cox--Copley Record Newspapers; Margaret Holt--Paddock Publications; and Frank Furtak, Patricia Lavin and Richard Morin.

MINUTES:
Member Klussmann moved, Member Mills seconded, approval of the minutes of the regular Board meeting of March 26, 1981.

Member Bone pointed out that Member Munson's name appeared in the roll call vote for bid awards on page 5. She added that Member Munson was not in attendance at the meeting and Member Tomchek's name had been omitted from the roll call vote. She asked that the minutes be corrected.

In a voice vote, the minutes were approved as corrected.

CITIZEN PARTICIPATION:
There was no citizen participation.

DISBURSEMENTS:
Member Dasher moved, Member Munson seconded, approval of the bills payable of April 23, 1981, as presented in Exhibit V-A, as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Educational Fund</td>
<td>$298,466.71</td>
</tr>
<tr>
<td>Building Fund</td>
<td>278,544.73</td>
</tr>
<tr>
<td>Site &amp; Construction Fund #1</td>
<td>(247.00)</td>
</tr>
<tr>
<td>Site &amp; Construction Fund #2</td>
<td>1,337.50</td>
</tr>
<tr>
<td>Bond &amp; Interest Fund</td>
<td>177,107.21</td>
</tr>
<tr>
<td>Auxiliary Fund</td>
<td>200,154.51</td>
</tr>
<tr>
<td>Restricted Purposes Fund</td>
<td>102,421.01</td>
</tr>
</tbody>
</table>
DISBURSEMENTS:
The payroll of March 15, 1981 in the amount of
$606,113.79; the payroll of March 31, 1981 in the
amount of $579,638.89; the estimated payroll of
April 1 through May 31, 1981 in the amount of
$2,389,291.65; the estimated insurance bills for
Blue Cross of Rockford for April 15 through May 15,
1981 in the amount of $10,000.00; and the estimated
utility bills for May 1981 in the amount of
$100,000.00.

Upon roll call, the vote was as follows:

Ayes: Members Barch, Bone, Dasher, Klussmann,
Mills, Munson and Tomchek
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 $255,900; in the Operations, Building and
Maintenance Fund in the amount of $3,100; and in the
Auxiliary Fund in the amount of $2,500 (as per
Exhibits V-C (1-3) attached to the minutes in the
Board of Trustees' Official Book of Minutes).

In response to Member Munson, President McGrath
expressed hope that there would be no need for
additional budget transfers for faculty salaries
during the remainder of the fiscal year.

Upon roll call, the vote was as follows:

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

Motion carried. Member Malkowski voted aye.

Bid Awards
Member Mills moved, Member Bone seconded, approval of
the following bid awards (as per Exhibits V-D1 through
V-D3, attached to the minutes in the Board of Trustees'
Official Book of Minutes):

Ex. V-D1 Award Bid Q-6551 for hollow metal doors
to M & F Builders, the low bidder, in the
amount of $4,767.00.

Ex. V-D2 Award Bid Q-6543 for sealing of parking
lots 4 and 5 to R. A. Peterson, the low
bidder, in the amount of $7,271.00.
DISBURSEMENTS: Ex. V-D3 Award Bid Q-6542 for printing of the Fall 1981 Institute for Management Development folder and inserts to Rush Graphics, the low bidder, in the amount of $5,145.00.

Bid Awards (cont.)

Upon roll call, the vote was as follows:

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

Motion carried. Member Malkowski voted aye.

COMMUNICATIONS: There were no communications.

UNFINISHED BUSINESS:

Committee Reports

--Salt Creek

In reference to the Salt Creek project, Member Munson reported that the Palatine Park District is very close to obtaining the total funds needed. College legal counsel has been in contact with Park District attorneys. The steering committee of the Upper Salt Creek Watershed project is meeting this evening. Ms. Joan Young is in attendance and will prepare a summary report for President McGrath. Member Bone noted that the Palatine Park District budget, which included a substantial sum for improvements to the Harper site, had been approved. She asked the administration to secure a copy of this budget. President McGrath agreed to this request.

--Educational Foundation

Member Munson advised that the Educational Foundation will sponsor a campus luncheon for spouses of the Foundation members.

--Friends of Harper

Member Klussmann reported that the Friends of Harper steering committee had met to evaluate the recent open house. She added that the annual meeting will be held on Thursday, April 30, at which time officers will be elected and the bylaws will be approved by the general membership.

NEW BUSINESS:

Personnel Actions

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

Non-Exempt Classified Staff and Union Service Employee Appointments
Vicki Plotz, P.T. LRC Clerk II, 3/19/81, $1,822
Carol Czerniawski, P.T. Acct. Clerk, 3/31/81, $7,862
James Brinkman, Custodian, 4/6/81, $12,397
Sherry Langford, Secretary II, 10/8/80, $10,944

Professional/Technical Appointment
Nancy Crossthwaite, Programmer Analyst II, 4/1/81, $17,163
NEW BUSINESS:

Faculty Appointment
Barbara Benson, Associate Professor, 8/18/81, $23,091

Non-Exempt Classified Staff and Union Service
Employee Terminations
Terry Johnson, Secretary II, 4/30/81
Stephen Klasa, Public Safety Officer, 4/24/81

Professional/Technical Termination
Raymond Barth, Programmer Analyst II, 4/3/81

Leaves of Absence
Karen Collins, Switchboard Operator, 3/27/81
Carol Sturz, Bookstore Buyer, 5/18/81

Upon roll call, the vote was as follows:

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

Motion carried. Member Malkowski voted aye.

Faculty Leave of Absence
Member Munson moved, Member Klussmann seconded, that
Dr. Donald Collins be given an additional leave of
absence without pay for the period of August 18, 1981
through May 23, 1982, as per Exhibit VIII-B.

In response to Member Munson, the President stated
that approximately seven faculty members were presently
on leave.

In a voice vote, the motion carried.

Faculty Promotions
Member Mills moved, Member Bone seconded, approval of
the following faculty promotions effective with the
1981-82 academic year:

To Instructor:
Kathi Hock - Dental Hygiene
Randy Illg - Parks & Grounds Management

To Assistant Professor:
Jean Chapman - English As A Second Language

To Associate Professor:
David Macaulay - Chemistry

To Professor:
Diane Callin - English
Donovan Wachlin - Biology
NEW BUSINESS:
Faculty
Promotions
(cont.)

Upon roll call, the vote was as follows:

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

Motion carried. Member Malkowski voted aye.

Member Bone extended congratulations to the faculty members involved.

Summer Workweek Adjustment

Member Malkowski moved, Member Mills seconded, that the Board of Trustees approve the four-day workweek to be effective from May 26 through August 14, 1981, (as per Exhibit VIII-D attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Munson inquired about the summer class schedule. President McGrath explained that classes would be scheduled for four days a week. Dr. Williams added that the schedule for summer is typically four days, on a Monday/Wednesday, Tuesday/Thursday sequence. He noted that the small number of Continuing Education offerings can be held in Building A which would remain open. In order to ensure coverage of those areas necessary for the operation of the College, President McGrath advised that the switchboard, Admissions, Public Safety and Physical Plant areas would be open to serve the community. In response to Member Bone, the President stated that the summer hours would be publicized and signs posted for those who come to the campus.

In a voice vote, the motion carried.

Appointment of College Treasurer

Member Klussmann moved, Member Mills seconded, that Anton A. Dolejs be appointed Treasurer of William Rainey Harper College in accordance with the resolution attached to Exhibit VIII-E in the Board of Trustees' Official Book of Minutes.

Member Bone inquired about past procedures in such situations and whether there is need for an audit. President McGrath acknowledged that an audit was done at the request of Dr. Perry when he replaced Dr. Mann. Inasmuch as there is no legal requirement, Mr. McGrath said he would be satisfied with the regular audit which will be done by Peat, Marwick, Mitchell and Company in July.
NEW BUSINESS:
Upon roll call, the vote was as follows:
Ayes: Members Barch, Bone, Dasher, Klussmann, Mills, Munson and Tomchek
Nays: None

Motion carried. Member Malkowski voted aye.

Appoint
Member Munson moved, Member Bone seconded, that Anton A. Dolejs be appointed to serve with James J. McGrath as a custodian of the Imprest Fund (as per the resolution attached to Exhibit VIII-F in the Board of Trustees' Official Book of Minutes.

Upon roll call, the vote was as follows:
Ayes: Members Barch, Bone, Dasher, Klussmann, Mills, Munson and Tomchek
Nays: None

Motion carried. Member Malkowski voted aye.

Grants Status Report
President McGrath stated that there were no changes to be reported on the Grants Status Report.

PRESIDENT'S REPORT:
The President reported that Dr. Perry was not present for the meeting inasmuch as he was hospitalized. Knee surgery was performed earlier in the day and Dr. Perry is recovering nicely.

A royalty check in the amount of $2,356 has been received from IBM Corporation for the on-line registration system.

President McGrath announced that the Amersham Corporation had donated a $600 scholarship to the Harper College Educational Foundation for a student pursuing a career in engineering, medical service or science. A letter of appreciation was sent on behalf of the Board and the administration.

Fifteen Harper College students, selected for Who's Who Among Students in American Junior Colleges, will be honored at the banquet on Friday, May 1.

Professor Elizabeth Hull presented a paper entitled "Fire and Ice: The Ironic Imagery of Arthur C. Clarke's Childhood's End" for the Popular Culture Association in Cincinnati, Ohio.

Faculty member Greg Naples presented a paper entitled "Enhanced Oil Recovery: Tertiary Incentives, Their Development and Taxation" at a recent meeting of the Midwest Business Law Association in Chicago.
The President observed that The Harbinger, student newspaper, recently won more awards than any other paper in the Illinois community college system. Awards were presented for articles by Karen Johnson, Wendy Winkelhake and Mike Bambach. Although not always pleased with the articles, President McGrath stated that he was proud of the students and the journalism program of the College.

Congratulations were extended to John Malkowski on his recent re-election as student trustee.

President McGrath informed the Board members that they would receive copies of a status report on Cable TV which had been prepared by Dr. George Voegel. Because the budget hearing will follow this meeting, a written report was prepared in lieu of an oral presentation. The President commented that any questions from Board members concerning the report would be answered during the month or at the next Board meeting.

A population report for the Harper College district was recently developed by Dr. John Lucas. This data is used to project FTE for the future.

In order to discuss current issues, a legislative brunch will be held at the College on May 2.

Chairman Barch advised that the regular Board meeting was concluded. Following a short recess, he stated that the Board would reconvene for the budget hearing.

The Chairman pointed out that the Board needed to address the issue of tuition for the 1981-82 academic year. The date for discussion of this issue was set for April 27.

Member Munson moved, Member Dasher seconded, to adjourn the meeting to April 27, 1981.

Although aware that the matter was not open for discussion, Member Tomchek questioned the reason for not addressing the issue at the present time. In addition, he stated that he had not been polled regarding the matter. President McGrath replied that a discussion at the present time would be up to the Board and the matter must be resolved prior to the start of registration. He apologized for the fact that Member Tomchek was not polled.

In a voice vote, the motion carried and the meeting was adjourned at 8:28 p.m.

Chairman Brian M. Barch  Secretary Janet W. Bone