

WILLIAM RAINEY HARPER COLLEGE
Algonquin & Roselle Roads
Palatine, Illinois

BOARD MEETING

AGENDA

August 27, 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 July 15 and July 30, and Estimated Payroll for August 1, 1981 through September 30, 1981 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: Salary Program - Classified Staff Exhibit VIII-B
 - C. RECOMMENDATION: Amendment to Easement for the Proposed Upper Salt Creek Watershed Project Exhibit VIII-C
 - D. RECOMMENDATION: Approval of Increase in Trust Fund Exhibit VIII-D
 - E. RECOMMENDATION: Approval of RAMP Document Exhibit VIII-E
 - F. RECOMMENDATION: Six-Year Option for Board Election Exhibit VIII-F
 - G. BOARD INFORMATION: Status of Agreement with SEIU Local 11 Exhibit VIII-G
 - H. BOARD INFORMATION: Organization Charts Exhibit VIII-H
 - I. BOARD INFORMATION: Grants Status Report Exhibit VIII-I
- 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, August 27, 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, August 27, 1981, at 8:08 p.m., in the Board Room of the Administration Building, Algonquin & Roselle Roads.

Chairman Barch welcomed members of the Harper community to the meeting. He stated that Member Mills was not in attendance inasmuch as he is hospitalized and undergoing tests. The best wishes of the Board were extended to Member Mills, with the hope that he would be released shortly.

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

Also present: James J. McGrath, Felice Avila, Gregg Atamian, Peter R. Bakas, Art Bowers, Steve Catlin, A. A. Dolejs, Al Dunikoski, Frank Firak, Pat Furtak, John Gelch, Peg Gorman, Charles Harrington, William Howard, Karen Keres, Kevin King, Ron Kuchvalek, John Lucas, Liz McKay, Don Misic, William Norvell, Jeanne Pankanin, Anne Rodgers, Donn Stansbury, Elaine Stoermer, George Voegel, David Williams and Laurie Wren--Harper College; Doug Ballman, Kevin Botterman and Debra Wilkie--Harper students; Kris Howard and Don Torisky--Friends of Harper; Margaret Denton--Copley Publications; and Kathy Schaeffer--Paddock Publications.

MINUTES: Member Munson moved, Member Dasher seconded, approval of the minutes of the regular Board meeting of July 23, 1981. In a voice vote, the motion carried.

CITIZEN PARTICIPATION: There was no citizen participation.

DISBURSEMENTS: Member Dasher moved, Member Malkowski seconded, approval of the bills payable of August 27, 1981, as presented in Exhibit V-A, as follows:

Educational Fund	\$ 403,319.25
Building Fund	429,847.65
Site & Construction Fund #2	43,577.03
Auxiliary Fund	242,096.15
Restricted Purposes Fund	75,118.76

DISBURSEMENTS:
 Bills Payable, Restricted Purposes Fund, Payrolls, Estimated Insurance and Utility Bills, Long-Term Disability-Aug., Unemployment Compensation April-June, SURS on Federal Programs (cont.)

The payroll (Regular) of July 15, 1981 in the amount of \$434,098.69; the payroll (Summer Faculty) of July 16, 1981 in the amount of \$351,755.86; the payroll (Regular) of July 31, 1981 in the amount of \$442,395.00; the estimated payroll of August 1 through September 30, 1981 in the amount of \$2,474,922.84; the estimated insurance bills for Blue Cross of Rockford for August 15 through September 15, 1981 in the amount of \$10,000.00; the estimated utility bills for September 1981 in the amount of \$100,000.00; long-term disability insurance-August for Sun Life of Canada in the amount of \$4,286.91; unemployment compensation for April-June to the Director of Labor in the amount of \$11,776.20; and State Universities Retirement System on Federal programs in the amount of \$23,239.67.

In reference to page 2, Educational Fund, Member Bone requested further explanation regarding the number of checks issued to Charlene Christin. Mr. Bakas stated that the checks, issued to the College bursar, cover refunds requested by students. During a two-week period in fall and spring, refunds are paid by check. In addition, cash refunds are given to students who have paid in cash or by check, if two to three weeks have elapsed since the payment by check.

Member Bone requested additional information regarding Imprest Fund check #88805 to Bernard Chevrolet in the amount of \$720.64. Mr. Stansbury replied that brake repairs on the recruitment van were necessary.

Upon roll call, the vote was as follows:

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

Motion carried. Member Malkowski voted aye.

Financial Statements

President McGrath informed the Board members that he had been conferring with Mr. Bakas regarding the financial statements. The President asked the Board to consider an administrative recommendation that the financial statements be prepared on a modified accrual basis. The College auditors use this approach to financial statements and the Illinois Community College Board will follow in this direction shortly, making it mandatory for all colleges to use the modified accrual basis system of reporting. In addition, cash flow statements could be prepared on a quarterly basis if the Board so desires.

The President also suggested that the balance sheet and follow-up materials be withdrawn from the Board packet in order to lessen the amount of material

DISBURSEMENTS:
Financial
Statements
(cont.)

sent out and to save time and effort in the preparation of the packets. President McGrath explained that the material is used internally and would be available to Board members upon request.

Member Munson felt that the suggestions were excellent and Member Bone added that the matter could be brought up for discussion in six months if any problems occurred.

The President advised the Board members that the present columnar system is being revised to make it more explicit and helpful. He hoped that a proposed outline would be available for the Board in October or November.

Bid Awards

Member Munson moved, Member Dasher seconded, approval of the following bid awards (as per Exhibits V-D1 through V-D13, attached to the minutes in the Board of Trustees' Official Book of Minutes):

- Ex. V-D1 Ratify the award of the contract for the steam and condensate repair project in the service tunnel to Economy Mechanical Industries, Inc. in the amount of \$53,600.
- Ex. V-D2 Award Bid Q-6619 for a five-year lease/purchase and installation of a 20-watt UHF repeater and control station for the Public Safety Department to Motorola Communications, Inc., the low bidder, in the amount of \$1,983.18 per year for a total cost of \$9,915.90.
- Ex. V-D3 Award Bid Q-6611 for training room supplies to School Health Supply, the lowest responsible bidder, in the amount of \$5,628.00.
- Ex. V-D4 Award Bid Q-6613 for Food Services coffee to Coffee Connection, the lowest responsible bidder, in the amount of \$9,850.00.
- Ex. V-D5 Award Bid Q-6609 for examination lights for the Dental Hygiene Department to S. S. White, the low bidder for item 1, in the amount of \$8,512.00, and Patterson Dental, the low bidder for item 2, in the amount of \$3,240.00, for a total award of \$11,752.00.
- Ex. V-D6 Award Bid Q-6616 for duplicator paper to Circle Brands Office Supply, the low bidder, in the amount of \$14,700.00.

DISBURSEMENTS:
Bid Awards
 (cont.)

- Ex. V-D7 Award Bid Q-6620 for bombardier snow removal equipment to Work Equipment Co., the only bidder, in the amount of \$23,190.00.
- Ex. V-D8 Award Bid Q-6614 for a floppy disk system and a dual serial board to Midwest Edusystems, the low bidder, in the amount of \$2,970.00.
- Ex. V-D9 Award Bid Q-6615 for toilet tissue and paper towels to North American Paper Company, the low bidder, in the amount of \$6,259.60.
- Ex. V-D10 Award Bid Q-6610 for custodial supplies as follows:
- | | |
|------------------------|--------------------|
| Pyramid Supplies | \$ 1,746.30 |
| Elton Corp. | 4,271.03 |
| Cas Industries | 280.00 |
| Jon Don | 338.70 |
| Suburban Hot Line | 87.50 |
| Brownsey Supply | 174.80 |
| Bolotin | 4,772.00 |
| Elgin Paper Co. | 477.40 |
| Anchor Building Maint. | 252.00 |
| | <u>\$12,399.73</u> |
- Ex. V-D11 Award Bid Q-6625 for fiberglass bleacher cover to Mike Schram and Associates, the low bidder, in the amount of \$7,498.80.
- Ex. V-D12 Award Bid Q-6626 for ice cream and related items to Bresler Ice Cream in the amount of \$3,930.00.
- Ex. V-D13 Award Bid Q-6624 for metric conversion of a running track and reseal to Humphries Hansen, Inc., the low bidder, in the amount of \$18,574.00.

In reference to Exhibit V-D1, Member Munson commented on the fact that an outside firm reviewed and evaluated the bids. She felt that advice could be solicited but that the judgment of the administration should prevail. President McGrath agreed and explained that Asrow Associates had been consulted on an advisory basis. The administration felt it was wise to get as much input as possible due to past construction problems. Member Dasher noted that Asrow Associates were hired as consultants on construction matters and that the College should either heed the advice given or not hire consultants.

DISBURSEMENTS:

Upon roll call, the vote was as follows:

Bid Awards
(cont.)

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

Motion carried. Member Malkowski voted aye.

Purchase
Orders

Member Bone moved, Member Munson seconded, approval of the following purchase orders (as per Exhibits V-E1 through V-E5, attached to the minutes in the Board of Trustees' Official Book of Minutes):

- Ex. V-E1 Approve the issuance of a purchase order to IBM Corporation for a Memory 100 typewriter for the library in the amount of \$3,979.00.
- Ex. V-E2 Approve the issuance of a purchase order to Dictaphone Corporation for maintenance of fifty classroom Thought Transcribers in the amount of \$2,550.00.
- Ex. V-E3 Approve the issuance of a purchase order to F. M. Audio Visual Service for lamps for the Audio-Visual Department in the amount of \$4,716.69.
- Ex. V-E4 Ratify approval of the following Food Service blanket orders for the period of July 29 through November 30, 1981:
- | | |
|-------------|-------------|
| Marlinn Co. | \$10,000.00 |
| Railton Co. | \$10,000.00 |
- Ex. V-E5 Approve the issuance of a change order in the amount of \$1,344.10 to P.O. D14854 to Royal Business Machines, for a new total of \$25,152.10.

Upon roll call, the vote was as follows:

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

Motion carried. Member Malkowski voted aye.

COMMUNICATIONS:

Member Bone reported that she had received a communication from Mr. David Pierce, Kane County Clerk, with copies of the Directory of Public Officials for Kane County. A portion of Harper College is in Kane County and Board members are listed in the directory. Member Bone stated that copies would be distributed to Board members following the meeting.

COMMUNICATIONS:
(cont.)

Chairman Barch reported that he had received a phone call during the registration period from Mrs. Rhoda Boulter. Following the call, Mrs. Boulter sent a letter with a request that it be read during the Board meeting. Chairman Barch complied with this request.

Mrs. Boulter stated that she had enrolled in a credit class at Harper and, while paying her fees, was told that she was required to pay a \$6 student activity fee. She explained that she had no interest in any student activities and felt that the fee for such should not be mandatory. As a resident of the College district for 25 years, she noted that a great deal of money has been collected from taxes. She felt that a community college should encourage citizens to avail themselves of the curriculum without unessential and unwanted fees. Mrs. Boulter suggested that the members of the Board consider a change in policy which would eliminate or make the student activity fee optional. She also suggested that the parking fee be discontinued. In summary, Mrs. Boulter stressed that she had no intention of participating in student activities and requested a refund of the \$6 fee. She thanked the Board for considering this matter.

Chairman Barch stated that he had attempted to explain the use of the fees to Mrs. Boulter. However, she felt that the fees were an imposition on the Harper community and remained adamant that the subject be discussed at the Board meeting.

Member Munson noted that this matter has been discussed every year. In addition to the difficulty in determining who would or would not pay the fees if changes were made, Member Munson pointed out that the student activity fees cover a wide range of programs.

Chairman Barch pointed out that the fees cover such things as intramural sports, free legal and medical services for students, and Harper publications. Member Bone also called attention to the Shakespeare Festival and various speakers.

It was Member Dasher's opinion that \$66 for three credit hours is a very good buy for higher education. Member Dasher pointed out that the Board is responsible for financial aspects of the College and that the fees are important in order to fund some of the expenses which accrue.

Member Malkowski suggested that better communication would help to alleviate the problem inasmuch as he felt that a majority of night students did not know why they were paying the student activity fee.

COMMUNICATIONS:
(cont.)

Member Tomchek reiterated his belief that the student activity fee should be voluntary. If such a program cannot support existing activities, the Board should address the issue and reach a decision on which programs are essential. Member Tomchek noted that student activities relates largely to universities and colleges with resident students. He felt that it is especially outrageous to charge \$6 to those students who are taking three credit hours.

Member Bone pointed out that she has been a part-time student paying the activity fee since 1970. She felt that there are many opportunities which appeal to adult students and possibly Mrs. Boulter was unaware of them.

Chairman Barch stated that he would respond to Mrs. Boulter to explain the Board's position. Member Tomchek pointed out that he has been the only champion for this cause since he has been on the Board. Chairman Barch advised that both the activity and parking fees are matters of Board action and it is the consensus of the Board that the existing structure should not be changed.

In response to Member Munson's inquiries, President McGrath stated that the parking fees go into the Operations, Building and Maintenance Fund. Ms. Jeanne Pankanin replied that the student activity fee was last raised in 1975.

UNFINISHED
BUSINESS:
--Salt Creek

In reference to the Salt Creek Watershed Program, Member Munson noted that there is an item on the agenda for later in the meeting.

--ICCTA

Chairman Barch called attention to Harper's recent decision to rejoin the Illinois Community College Trustees' Association. He informed the Board that Member Mills has agreed to serve as the representative for the College.

NEW BUSINESS:
Executive
Session

Member Bone moved, Member Munson seconded, that the Board of Trustees adjourn to executive session so that the administration could provide an update on faculty negotiations. Motion carried and the Board recessed to executive session at 8:34 p.m.

Member Bone moved, Member Malkowski seconded, to reconvene the meeting at 8:54 p.m. with the following present: Members Barch, Bone, Dasher, Munson, Tomchek and Student Member Malkowski. Motion carried.

NEW BUSINESS:
Personnel
Actions

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

Classified, Professional/Technical Staff and
SEIU Employee Appointments

Charles May, Electronic Tech., 8/3/81, \$13,837
 Ronald Kuchvalek, Purchasing Agent, 8/17/81, \$18,500
 Donna Irizarry, Cashier, 7/20/81, \$5,909
 Debra Jean Baruch, Child Care Spec., 8/17/81, \$10,500
 Andrea Knudsen, Child Care Spec., 8/17/81, \$10,500
 Barbara Ignatowicz, Weekend Supv., 8/24/81, \$2,580
 Cathi Galloway, Offset Press Op., 8/17/81, \$12,192
 Faith Marasco, Clerk Typist II, 7/1/81, \$4,919
 Torsten Hansen, Warehouseman, 8/3/81, \$15,808
 Ronald Bradley, Groundsman, 8/3/81, \$14,061
 Leo Flanders, Utility Operator, 8/10/81, \$14,997
 Mary Harold, LRC Clerk I, 8/17/81, \$4,108
 Gail King, AV Technician I, 8/31/81, \$10,491
 JoAnn Mosby, Clerk Typist II, 8/24/81, \$7,800
 William Tarver, Custodian, 8/13/81, \$13,312
 Ned Steinke, AV Technician I, 8/19/81, \$10,753
 John Powers, Graphic Artist, 8/17/81, \$12,010
 Lee Lehner, Clerk, 8/17/81, \$4,940
 Karen Alexandros, Clerk Typist II, 9/19/81, \$5,200
 Peter Haas, AV Technician III, 8/15/81, \$14,820
 Walter Hughes, Custodian, 8/11/81, \$13,312
 Evelyn Boissy, Insurance Clerk, 8/26/81, \$9,000

Faculty Appointment

Ernst Rilke, Instructor, DPR, 8/18/81, \$18,122

Classified, Professional/Technical Staff and
SEIU Employee Terminations

Michael Klasa, Utility Operator, 7/30/81
 Steve Williams, Groundsman, 7/22/81
 Roger Pickens, Warehouseman, 7/2/81
 Lisa Herzog, Clerk Typist II, 7/20/81
 Linda Mooney, Clerk Typist II, 7/30/81
 Daniel Castellanos, Porter, 8/21/81
 Lolita Griesmaier, Cashier, 8/15/81
 Sandra Kiermas, Insurance Clerk, 8/13/81
 Janice Myers, AV Technician I, 8/13/81
 Tim Wingate, Offset Press Operator, 8/6/81
 Martin Traywick, Custodian, 8/14/81
 Burdette Katzen, Secretary II, 8/28/81
 John Borcovan, Group Leader, 8/17/81
 Debbie Castic, Clerk, 8/22/81

Faculty Termination

Elaine Daly, Instructor, 5/16/81

Classified, Professional/Technical Staff
Leave of Absence

Afkham O'Donnell, Tutor Supervisor, 8/18/81

NEW BUSINESS:
Personnel
Actions
(cont.)

Member Bone noted with regret the retirement of Mr. John Borcovan. She observed that he has served the College for a number of years and will be greatly missed by all.

Upon roll call, the vote was as follows:

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

Motion carried. Member Malkowski voted aye.

President McGrath echoed the sentiments expressed by Member Bone. He added that John has been with Harper for 12 years and has been one of the most dedicated employees. The President expressed appreciation on behalf of the faculty, staff and the Board of Trustees.

The President also commented on the resignation of Mrs. Burdette Katzen who accepted a position as a data processing programmer with Extel Corporation in Northbrook. She served in the Learning Resources Center for over nine years. The President wished her well in this new endeavor.

Authorization
of Salaries -
Classified and
Professional/
Technical
Staff

Member Bone moved, Member Dasher seconded, approval of the sum of \$267,155 to implement increases for the Classified, Professional/Technical staff for 1981-82 effective July 1, 1981, as per Exhibit VIII-B.

In response to Member Tomchek, the President explained that the agreement provides an 8.1 percent salary increase, plus a 1 percent adjustment. In addition, the increased cost of health insurance is 1.38 percent and is included in the amount of \$267,155. Member Tomchek asked if there were additional fringe benefits. The President stated that a one-time non-cumulative holiday will be added to the 1981 Christmas recess and up to three days leave, without loss of pay, will be allowed to observe recognized religious holidays.

Member Tomchek inquired whether the Classified Employee Council was satisfied with the agreement. Mr. Frank Firak, Council President, emphasized that the Council was not satisfied inasmuch as there is a \$6 million dollar fund balance in the Educational Fund. Because the employee group is non-union, he felt there was no choice in the matter. Member Tomchek stated that if the group was willing to settle at that level, he would like to represent them.

NEW BUSINESS:
Authorization
of Salaries -
(cont.)

Upon roll call, the vote was as follows:

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

Motion carried. Member Malkowski voted aye.

Amendment to
Upper Salt
Creek Easement

Member Munson moved, Member Dasher seconded, that the Board approve the amendment to the Upper Salt Creek Retention Reservoir No. 2 Eastment to the Palatine Park District (as per Exhibit VIII-C attached to the minutes in the Board of Trustees' Official Book of Minutes).

Mr. Bakas explained that the administration was concerned about the wording in paragraph five of the original agreement. The new language was recommended by counsel for the Village and has been reviewed and approved by the College attorney.

In a voice vote, the motion carried.

Increase in
Trust Fund -
Roof Replace-
ment

Member Bone moved, Member Dasher seconded, that the Board of Trustees approve the increase of Capital Development trust fund #810-032-008 by \$13,110 and the transfer of funds from the Operations, Building and Maintenance Fund to the trust account at the Wheeling Trust and Savings Bank (as per Exhibit VIII-D, 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, Munson
and Tomchek
Nays: None

Motion carried. Member Malkowski voted aye.

RAMP
Document

Member Bone moved, Member Munson seconded, the adoption of the Resources Allocation and Management Plan (RAMP) document as proposed for submission to the Illinois Board of Higher Education (as per Exhibit VIII-E, attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Dasher called attention to his position regarding financial forecasts which go beyond one year. Following a careful review of the RAMP document, he felt that past tuition adjustments had been made arbitrarily. He noted that the College fund balance is continually decreasing and suggested that the Board consider a formal policy on tuition. He recommended that the tuition fees remain equal to one-third of the unit cost. This would allow a rational operation with

NEW BUSINESS:
RAMP
Document
(cont.)

costs covered equally by tuition, State funding and taxes. By so doing, a clearer picture of the position and needs of the College would be obtained.

Member Munson remarked that Member Dasher's suggestion was not part of the RAMP document. She felt that there may be problems if a policy is set on an issue which should have flexibility. Member Dasher replied that the Board could make future changes, if desired, but felt that some guideline was necessary. He added that the present guidelines are totally ludicrous and a waste of time, money and effort.

The President stated that he would request the administration to review Member Dasher's suggestion and prepare an outline of its effects for the Board's perusal.

Member Tomchek questioned Member Dasher about the "continually declining fund balance." Member Dasher explained that the College is in deficit until about 1985 according to the RAMP document.

Member Bone inquired about the appendix to be added. The President stated that this would contain all of the formal minutes of the planning committee. In terms of numbers, this would not affect the approval of the document.

In a voice vote, the motion carried.

Member Bone commended those who were involved in the preparation of the document. President McGrath stated that Dr. Lucas was responsible.

Six-Year
Option for
Board
Election

Chairman Barch explained that the next item for discussion of the Board concerned a six-year option for the trustee terms. If the Board wishes to change the term of office of its members to six years, it must adopt a resolution submitting this issue to a vote in the November 3 election. If four-year terms are preferred, no action is required.

Member Bone referred to a letter from College legal counsel to Mr. Tony Dolejs, copies of which had been provided to the Board. The second paragraph, second sentence read "It is also our understanding that the Board wishes to extend the term of office for its members to six years." Member Bone stated that this is the first time this item has appeared on the agenda. She appreciated the information from legal counsel, but pointed out that she was not aware of the Board's wishes on this matter; therefore, a discussion was in order. Member Munson thought that she had possibly missed a consensus. Member Dasher stated that his opinion of the law firm was a matter of record. Member Tomchek felt that the word processing section

NEW BUSINESS:

Six-Year
Option for
Board
Election

of the law firm could be faulted. Chairman Barch stated that a discussion of the law firm would be appropriate at a point in the near future.

Member Bone stated that she had reviewed past minutes regarding this subject. In 1977, the ICCTA requested a consensus of the Harper Board. Although the minutes do not reflect the consensus of the Board at that time, Member Bone stated that the members felt that four-year terms kept trustees more in touch with the electorate. She added that she maintains this position at present.

Hearing no objections from Board members with regard to the four-year terms, Chairman Barch stated that it was the consensus of the Harper Board of Trustees to continue with four-year terms and no further action would be required.

Salary
Increase -
Local 11,
SEIU

Chairman Barch stated that the next item concerned the agreement with Local 11, Service Employees International Union. The current two-year agreement calls for a second year salary increase which is outlined in Exhibit VIII-G.

Member Tomchek asked if the 7.3 percent salary increase was all-inclusive or if the salary schedule was also adjusted by 7.3 percent. The President replied that the 7.3 percent was all-inclusive and, as provided in the contract, was tied to the Consumer Price Index. The salary provision was the only open item in the second year of the contract.

1981-82
Organization
Charts

Chairman Barch stated that Exhibit VIII-B consisted of the 1981-82 organization charts. President McGrath noted that the only significant change is the listing of the Director of the Human Performance Laboratory who was recently hired.

Grants
Status
Report

The President explained that, although no new grants were listed, the report summarized the grants for the year and indicated a significant difference of approximately \$100,000. In response to Member Bone, he advised that there will be a major change in the hearing impaired grant in the future which will require a policy decision regarding future funding from the Educational Fund. The administration has been working on this and additional information may be available next month. The grant has been budgeted for this year but consideration should be given to next year.

NEW BUSINESS:
Cable TV
Report

Member Munson requested a report on the status of cable television. She noted that a presentation had been made during orientation. Dr. George Voegel reported that the information shared with faculty had also been given to school superintendents and would be made available to Board members upon request.

The information contained a list of the villages, indicating their choice of one of the two major cable companies with whom their franchise was signed. All villages have now signed contracts for the next fifteen years. Hoffman Estates signed after the list was compiled. Depending on the village in which one lives, either 54 or 100 channels will be available, with a price difference of \$1.00 per month for basic service.

Dr. Voegel pointed out that the significant issue for Harper, libraries, and area public agencies was the provision for the availability of this new communication tool in terms of channel accessibility. All franchises contain a provision for channels for Harper, the elementary and high school districts, public libraries, and several public access channels for interest groups. In addition, there is a provision for an institutional network, similar to a closed-circuit system, which is a separate allocation. This will allow joint ventures with other colleges for such things as in-service, continuing education and health-related programs.

Member Munson voiced concern over the fact that villages chose different cable companies. Dr. Voegel explained that the franchises of Cablenet and Warner, the two major companies selected, are very similar in language and both have the major "spiderweb" facility for distribution of electronics and messages. Both companies will serve Harper's district and will wire 19 channels between companies in a guaranteed provision of the franchises.

PRESIDENT'S
REPORT:

President McGrath reported that Member Mills is very appreciative of the visits, calls and cards from members of the Harper community. As usual, he is in the best of spirits and hopes to attend the September Board meeting.

In reference to summer enrollment, figures indicate a significant increase which is attributed largely to students of four-year colleges who chose to take advantage of Harper for summer classes. The President felt that this demonstrated the caliber and quality of Harper's academic program. In addition, the faculty enjoyed working with these students. The increase of 1700 FTE was 23 percent above projections.

PRESIDENT'S
REPORT:
(cont.)

In terms of fall enrollment, the College is presently 3 percent over budget and 7 percent over last year. Headcount has increased by approximately 1700 because more part-time students are attending the College.

The President reported on the public service use of Harper College facilities, particularly Building M. Records indicate that 22,000 persons who were not enrolled in credit or continuing education courses availed themselves of the facilities on campus. The President was pleased about this number inasmuch as it represents the possibility of potential Harper students.

An open house is scheduled for the Hawthorne Center to be held either September 14 or 24. Members of the Board and the Harper community will be advised of the exact date so that this off-campus facility can be observed.

To communicate better with communities served by Harper College, the Friends of Harper will host members of the various villages on campus. A night for the Schaumburg community is being scheduled which will include the presentation, "Harper Makes a Difference" and a tour of the campus.

As a result of moving to a new campus, Oakton Community College closed some of their rental facilities and donated a considerable amount of office, classroom and lab equipment to Harper College. A note of appreciation will be sent to the President and Board of Trustees at Oakton for this significant contribution.

The College has recently been contacted by Districts 211, 214 and 220 regarding the possibility of an area vocational center. The President was pleased with this important step which would include the field of automotive technology. Dr. Harrington and Mr. Howard are working with district representatives and the Board will be kept informed on this feasibility study.

An orientation meeting was recently held for the five new members of the Educational Foundation. As liaison from the Harper College Board, Member Munson attended the meeting with her husband.

Recent discussions have taken place regarding the possible employment of a person responsible for seeking College donations. A determination has not been made regarding employment by the College or the Foundation; however, the position would be on a part-time basis initially, reporting to the President who would follow up with the Board. Additional information regarding this matter will be forthcoming.

ADJOURNMENT: Member Munson moved, Member Dasher seconded, that the meeting be adjourned. Motion carried and the meeting was adjourned at 9:29 p.m.

Brian M. Barch
Chairman

Janet W. Bone
Secretary