

WILLIAM RAINEY HARPER COLLEGE
Algonquin & Roselle Roads
Palatine, Illinois

BOARD MEETING

AGENDA

March 25, 1982

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 February 15 and February 26, 1982, and Estimated Payroll for March 1 through April 29, 1982 Exhibit V-A
 - B. Financial Statements Exhibit V-B
 - C. Bid Awards Exhibit V-C
 - D. Purchase Orders Exhibit V-D
- VI. Communications
- VII. Unfinished Business
 - Committee Reports
- VIII. New Business
 - A. RECOMMENDATION: Personnel Actions Exhibit VIII-A
 - B. RECOMMENDATION: Sabbatical Leaves Exhibit VIII-B
 - C. RECOMMENDATION: Leaves of Absence, Student Development
 - 1. Maternity Leave, Student Development Faculty Exhibit VIII-C-1
 - 2. Leave of Absence, Student Development Faculty Exhibit VIII-C-2
 - D. RECOMMENDATION: Fee Schedule 1982-83 Exhibit VIII-D
 - E. RECOMMENDATION: One- and Five-year Career Plan Exhibit VIII-E
 - F. RECOMMENDATION: Renewal of Treasurer's Bond Exhibit VIII-F
 - G. RECOMMENDATION: Appointment of College Auditor Exhibit VIII-G

WILLIAM RAINEY HARPER COLLEGE
BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT #512
COUNTIES OF COOK, KANE, LAKE AND McHENRY, STATE OF ILLINOIS

Minutes of the Regular Board Meeting of Thursday, March 25, 1982

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, March 25, 1982, at 8:00 p.m., in the Board Room of the Administration Building, Algonquin and Roselle Roads, Palatine.

Chairman Barch welcomed the members of the audience. He stated that students from Mr. Robert Zilkowski's transcription class were in attendance to take minutes of the meeting.

ROLL CALL: Present: Members Brian Barch, Janet W. Bone, Kris Howard, Ray Mills, David Tomchek, Don Torisky, Albert Vajda, and Student Member John Malkowski
Absent: None

Also present: James J. McGrath, President; Peter R. Bakas, V.P. Administrative Services; David Williams, V.P. Academic Affairs; Donn Stansbury, V.P. Student Affairs; Felice Avila, Executive Assistant to the President; Laurie Wren, recording secretary; Charles Harrington, Dean of Instruction; George Voegel, Dean of Educational Services; Pat Bourke, Associate Dean of Life Science and Human Services; George Dorner, Associate Dean of Technology, Math and Physical Science; John Gelch, Associate Dean of Physical Education, Athletics and Recreation; Larry King, Acting Associate Dean of Business and Social Science; Larry Bielawa, Director of Personnel; Art Bowers, Director of Computer Services; Steve Catlin, Director of Admissions and Registrar; A. A. Dolejs, Director of Finance; William Howard, Director of Continuing Education and Program Services; Don Mistic, Director of Physical Plant; William Norvell, Director of Food Services; Jeanne Pankanin, Director of Student Activities; Anne Rodgers, Director of Student Development; and Elaine Stoermer, Director of College Relations. Faculty: Karen Keres, Faculty Senate President; Janet Friend-Westney, Ray Hylander, Lawrence Knight, Philip Troyer and Robert Zilkowski. Classified Staff: Gregg Atamian, Audiovisual; Frank Firak, Accounting Supervisor; Ron Kuchvalek, Purchasing Agent; and Rena Trevor, Coordinator of Women's Program (Employee Council Chairperson). Harper students: Mary Anderson, Mary Ellen Beagle, Lori Beeber, Lonnie Capasso, Debbie Friebus, Lisa Eshoo, Mary Lou Guerra, Sue Hoday, Sue Huber, Elaine Jamiosek, Cindy Kedzior, Patty Kyllonen, Nancy Krause, Kathleen Milligan, Annette Mineo, Maria Narvaez, Alice Norman, Katy Northrup, Nora Norton, Jean

ROLL CALL: Pearson, Donna Pfister, Vivian Schwartz, Terri Taylor, Donna Vertone, Kathy Vernsten, Julie Winters and Lisa Zemke. Other guests: Paul Marcotte, Paddock Publications; Joan Norsworthy, Palatine Countryside; and Lin Rosenthal, League of Women Voters.

MINUTES: Member Torisky moved, Member Howard seconded, approval of the minutes of the special Board meeting on Saturday, February 13, and the regular Board meeting on Thursday, February 25, 1982.

In a voice vote, the motion carried.

CITIZEN

PARTICIPATION:

Sue Hoday, a student and member of the women's basketball team, stated she had written the Board questioning the monetary equality for women in sports at Harper College. In the meantime, Mr. Gelch had cleared up her questions pertaining to the funds allotted the athletic programs. However, she felt there were inequities in funding between the men's and women's sports programs, such as the men using buses and the women using vans for similar distances and numbers of people; more costly trips for the men; extra dinner provisions for the men; and higher salaries for the coaches of the men's teams than for the coaches of the women's teams. Since the Board will soon be considering the 1982-83 budget, Ms. Hoday requested they check the actual expenditures for each team, not just what is allotted, in order to assure the female athletes at Harper that there are no inequities.

Chairman Barch explained that Ms. Hoday's letter had expressed concern over the apportionment of funds between the men's and women's athletic programs and requested that the Board look into the expenditures. Member Howard asked for a report to the Board on last year's expenditures for athletic programs. The Chairman expressed the Board's appreciation to Ms. Hoday for her comments and assured her they would look into the matter. Member Bone asked that Ms. Hoday be mailed notices of budget meetings where these matters would be discussed. Reference was made to a recent article in the Chronicle of Higher Education regarding a court case on men's and women's athletic teams. It was agreed that copies of this article will be furnished to the Board members.

DISBURSEMENTS: Member Mills moved, Member Malkowski seconded, approval of the bills payable of March 25, 1982, as presented in Exhibit V-A, as follows:

| | | |
|----------------|-----------------------------|--------------|
| Bills Payable, | Educational Fund | \$426,243.78 |
| Restricted | Building Fund | 321,902.32 |
| Purposes Fund, | Site & Construction Fund #2 | 2,877.95 |
| Payrolls, | Auxiliary Fund | 232,933.47 |
| Estimated | Bond & Interest Fund | 100,000.00 |
| Payrolls and | Restricted Purposes Fund | 124,096.43 |
| Utility Bills, | | |
| Legal Fees, | | |
| Unemployment | | |
| Compensation | | |

DISBURSEMENTS:
Bills Payable
(cont.)

The payroll of February 15, 1982, in the amount of \$517,211.85; the payroll of February 26, 1982, in the amount of \$671,333.70; the estimated payroll of March 1, 1982 through April 30, 1982, in the amount of \$2,394,919.28; the estimated utility bills in the amount of \$120,000.00; legal fees to Robbins, Schwartz, Nicholas & Lifton, in the amount of \$2,735.75; and unemployment compensation to the Director of Labor, in the amount of \$6,625.31.

Member Howard asked why authorization for payrolls is received so late. Mr. Bakas explained that the practice has been to first approve the estimated payrolls and then approve actual payrolls the following month.

Upon roll call, the vote was as follows:

Ayes: Members Barch, Bone, Howard, Mills, Tomchek,
Torisky and Vajda
Nays: None

Motion carried. Member Malkowski voted aye.

Financial
Statements

There were no comments regarding the financial statements (as presented in Exhibit V-B attached to the minutes in the Board of Trustees' Official Book of Minutes).

Bid Awards

Member Howard moved, Member Mills seconded, approval of the bid awards (as per Exhibit V-C (1-7), attached to the minutes in the Board of Trustees' Official Book of Minutes).

- Ex. V-C1 Award bid Q6759 for two Apple Micro-computers and associated equipment to Nabih's, the lowest responsible bidder, in the amount of \$5,430.00.
- Ex. V-C2 Award Bid Q6775 (items 1, 2 and 3) for a three-channel electrocardiograph recorder system to Quinton Instruments, the lowest responsible bidder, in the amount of \$8,200.00; items 4, 5 and 6, for a single-channel electrocardiograph recorder system to Tom Medical Electronics, the lowest responsible bidder, in the amount of \$5,240.00; for a total bid award of \$13,440.00.
- Ex. V-C3 Award Bid Q6722 for repair of the Carrier Chiller to Murphy & Miller, the lowest responsible bidder, in the amount of \$13,145.50.

DISBURSEMENTS:
Bid Awards
(cont.)

- Ex. V-C4 Approve the issuance of a change order to DuPage Enterprises (purchase order D18682) for van and wagon rental for the Physical Education, Athletics and Recreation Division, in the amount of \$2,400.00, resulting in a new total of \$4,800.00.
- Ex. V-C5 Award Bid Q6744 for an automatic floor scrubber to R. L. Corty & Co., the lowest responsible bidder, in the amount of \$3,990.00.
- Ex. V-C6 Approve the issuance of a change order to Mean's Services (purchase order D17173) for linen service for the Food Service Department, in the amount of \$1,700.00, resulting in a new total of \$5,523.00.
- Ex. V-C7 Award Bid Q6771 for paper towels and toilet tissue to Runge Paper Company, the lowest responsible bidder according to specifications, in the amount of \$5,160.00

Responding to a question from Member Howard, Mr. Mistic reported the repair on the Carrier chiller was not uncommon, pointing out it would cost about \$50,000 to replace the chiller and installation costs would run between \$75,000 and \$100,000.

Member Howard asked why Food Service is using more uniforms. President McGrath explained there is a change in philosophy in that department. They will work more in uniforms in upgrading the department from food service to hotel quality service; in particular, trying to serve hotels and restaurants in the area.

In response to a question from Member Vajda, Dr. Williams stated there are 35 to 40 computers on campus and this is the first purchase from Nabih's. The Chairman pointed out that Computerland has been the primary supplier. Member Vajda felt it would be more advantageous to deal with one supplier, from the standpoint of receiving the software updates, information and catalogs. He questioned using multiple suppliers for this mechanical equipment. Dr. Williams reported the College has an audiovisual technician, who has attended classes in repair, and the College is an authorized service center. On occasion, machines may have to be sent out for repair, but minor repairs and adjustments can be done in-house.

Upon roll call, the vote was as follows:

Ayes: Members Barch, Bone, Howard, Mills, Tomchek,
Torisky and Vajda
Nays: None

Motion carried. Member Malkowski voted aye.

DISBURSEMENTS: After review of Exhibit VD-1, Member Vajda had questioned whether or not this purchase order supplement would be an economical alternative. Pending further consideration, the Board agreed to withdraw Exhibit V-D1 which would add one IBM 3340-B2 to the master lease agreement with the Meridian Group.

Member Bone moved, Member Mills seconded, approval of the issuance of a change order to purchase order D17246 to the IBM Corporation for repair of keypunch machines, in the amount of \$1,000.00, resulting in a new total of \$3,000.00, as per Exhibit VD-1.

Upon roll call, the vote was as follows:

Ayes: Members Barch, Bone, Howard, Mills, Tomchek,
Torisky and Vajda
Nays: None

Motion carried. Member Malkowski voted aye.

COMMUNICATIONS: Member Bone informed the Board she had learned there is an RTA bus going by Winston Park in Palatine which could bring students to Harper. The bus runs once an hour during the day. She asked if Harper could publicize the RTA changes when they occur. President McGrath felt this could be done and stated it would be looked into.

UNFINISHED
BUSINESS:
Committee
Reports

Chairman Barch reported that Member Torisky had been appointed to represent the Board of Trustees as liaison to the Educational Foundation, replacing former Member Munson. Member Bone has been appointed to represent the Board of Trustees on the committee to select the recipient of the Distinguished Teaching Faculty award.

--ICCTA

Member Mills reported on several meetings he had attended: a meeting in St. Louis in connection with the College Presidents Association for discussion of scholarship reductions; a meeting of the Trustees Association where the Governor's budget was discussed; and the Board of Representatives meeting in Springfield with more discussion on the same topic. Member Mills reported that the ICCTA has taken a position to support the Governor's tax on liquor which could result in additional state income which would be budgeted for higher education.

--Friends
of Harper

Member Howard announced that March 29 has been designated "Arlington Heights Night" by the Friends of Harper. Officials and civic leaders of Arlington Heights will be hosted with tours of the campus, a modest buffet supper, followed by a slide presentation. There will be an open discussion period with the opportunity for questions from the residents of Arlington Heights. Member Howard distributed copies of the program and extended an invitation to the Board members to attend.

UNFINISHED
BUSINESS:
 Committee
 Reports
 --Educational
 Foundation

Member Torisky reported he had attended the Educational Foundation meeting the previous week and enjoyed meeting various members of the business community serving on the Foundation Board. An important discussion at this meeting concerned recommendations made by the Foundation Board--about 16 in all, and those were honed down to eight. He commented on the success of the recently held art exhibit, stating the Foundation members were impressed with the enrichment it provided the College and the community. Member Torisky emphasized that foundations will become increasingly important to schools as public funding reductions occur. Referring to Harper's Shakespeare Festival, Member Torisky informed the Board he had recently been at one of the big four automakers in Detroit and the Festival had been discussed there. He found it very interesting that Harper College is known around the midwest for this activity.

NEW
BUSINESS:
 Personnel
 Actions

Member Tomchek moved, Member Malkowski seconded, approval of the Personnel Actions listed in Exhibit VIII-A through C (attached to the minutes in the Board of Trustees' Official Book of Minutes) as follows:

VIII-A

Classified, Professional/Technical Staff and SEIU Appointments

August Weber, Custodian, 2/22/82, \$13,312
 Willis Swichtenberg, Custodian, 2/22/82, \$13,312
 Karen Hale, Interpreter III, 1/12/82, \$14,878
 Mariellen Hanrahan, Editor/Writer, 3/8/82, \$14,500
 Lora Redmond, Receptionist, 3/11/82, \$10,044
 Douglas O'Hearn, Offset Press Op. I, 3/22/82, \$11,016
 Jonathan Robinson, Custodian, 3/15/82, \$13,312

Classified, Professional/Technical Staff and SEIU Employee Terminations

Cathi Galloway, Offset Press Operator I, 2/26/82
 James Griffeth, Custodian, 2/18/82
 Sally Buckthal, Editor/Writer, 3/10/82
 Gilbert Floren, Custodian, 3/3/82
 Robert Herman, Maintenance Mechanic, 3/4/82
 Margaret Doyle, Receptionist, 3/11/82
 Vern Herford, Driver, 4/30/82
 Steve Wolfson, Lab Assistant, 2/26/82
 Karen Alexandros, Clerk Typist II, 3/18/82

VIII-B

Grant sabbatical leaves to the following faculty for the period of time and salary amount indicated:

Professor William Foust, Fall Semester 1982, Full Pay
 Professor Paul Sipiera, Full Year 1982-83, Half Pay

VIII-C-1

Mrs. Nancy Fojo be given a maternity child bearing leave, in accordance with Art. IV-E of the Collective Bargaining Agreement; such leave to commence on the

NEW

BUSINESS:
Personnel
Actions

VIII-C-1 (cont.)

delivery date (expected to be during August 1982)
and to terminate on January 12, 1983.

VIII--2

The resignation of Professor Anne Rodgers as Director of Student Development be accepted, and that Professor Rodgers be granted a leave of absence without pay as a faculty member for the 1982-83 academic year.

The Board expressed their appreciation for Vern Herford's dedicated service to the College during the last eight years. Since Mr. Herford has worked closely with the Board over the years, a special letter will be prepared and presented to Mr. Herford at the April meeting.

Upon roll call, the vote was as follows:

Ayes: Members Barch, Bone, Howard, Mills, Tomchek,
Torisky and Vajda
Nays: None

Motion carried. Member Malkowski voted aye.

President McGrath also thanked Vern Herford for his service to the College and wished him well in his retirement. The President commented that the two sabbatical leaves granted are very important to the academic life of the College. He extended congratulations to Nancy Fojo and best wishes to Mrs. Fojo and Professor Rodgers.

Faculty Senate President Karen Keres expressed the faculty's appreciation for the sabbaticals granted the faculty and the Board's action in encouraging faculty development. She conveyed the thanks of Professor Foust and Professor Szipiera to the Board for providing this opportunity.

Fee Schedule
1982-83

Member Malkowski moved, Member Howard seconded, approval of the fee schedule for the 1982-83 academic year (as presented in Exhibit VIII-D attached to the minutes in the Board of Trustees' Official Book of Minutes), effective with the 1982 Summer session.

Upon roll call, the vote was as follows:

Ayes: Members Barch, Bone, Howard, Mills, Tomchek,
Torisky and Vajda
Nays: None

Motion carried. Member Malkowski voted aye.

NEW BUSINESS:
One and Five-
Year Career
Education Plan

Member Torisky moved, Member Howard seconded, approval of the One and Five-Year Plan for Career Education as a guideline document subject to annual review (as presented in Exhibit VIII-E attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Torisky commented that he felt the plan was well put together, and Member Bone added that it is a good reference document especially in considering the chargeback programs.

Upon roll call, the vote was as follows:

- Ayes: Members Barch, Bone, Howard, Mills, Tomchek, Torisky and Vajda
- Nays: None

Motion carried. Member Malkowski voted aye.

Renewal of
Treasurer's
Bond

Member Howard moved, Member Torisky seconded, that the Treasurer's Bond No. 2SM 263 668, issued by American Motorists Insurance Company, be increased to \$9,000,000.00 and continued for two years effective April 21, 1982, at a cost of \$3,407.00.

In response to questions from the Board, Mr. Bakas explained that the cost of \$3,407.00 is for two years and stated the College receives automatic notification approximately two months in advance of the expiration of the Bond.

Upon roll call, the vote was as follows:

- Ayes: Members Barch, Bone, Howard, Mills, Tomchek, Torisky and Vajda
- Nays: None

Motion carried. Member Malkowski voted aye.

Appointment
of College
Auditor

Member Howard moved, Member Mills seconded, that Peat, Marwick, Mitchell and Company be retained for the 1981-82 fiscal year, at a cost not to exceed \$34,500, to conduct the financial audits as presented in Ex.VIII-G attached to the minutes in the Board of Trustees' Official Book of Minutes.

In response to several questions raised by the Board, Mr. Bakas stated the audit fees for the previous year were \$30,000. He pointed out that the scope would be basically the same this year; the increase was due to general fee increases. There will be a meeting with the auditors prior to the annual financial audit which will start about the middle of April. A discussion ensued on the advisability of changing auditors from time to time. It was pointed out that the principals and personnel do change, and there have been two different partners.

NEW BUSINESS:
Appointment
of College
Auditor
 (cont.)

assigned to the College's audit in the last four years. Member Howard commented that Peat, Marwick, Mitchell and Company have a fine reputation and she is not concerned with that, but that she does feel the Board needs periodically to examine all relationships with attorneys and other professionals.

Member Vajda felt the Board should encourage the auditors to maintain contact from the standpoint of checking on the status of the recommendations in the management letter. He felt their obligation should be to see that the recommendations are being followed--either positively, or if not, then the reasons why. Member Howard suggested an interim six month report to the Board from the auditors. Member Vajda stated he would like to see that six month report included in the \$34,500 cost. President McGrath suggested Mr. Bakas could take that up with the auditors in the pre-audit negotiations taking place within a few weeks.

Upon roll call, the vote was as follows:

Ayes: Members Barch, Bone, Howard, Mills, Tomchek,
 Torisky and Vajda
 Nays: None

Motion carried. Member Malkowski voted aye.

Facility
Rehabilitation

Member Tomchek moved, Member Mills seconded, approval of Exhibits VIII-H1 through VIII-H4, as follows:

VIII-H1 Approval of the contract with Michael Best & Associates for an energy management, control and monitoring system, in the amount of \$17,500. It is understood that, after bids have been received and analyzed, a recommendation for the award will be brought to the Board for approval.

VIII-H2 Approval of the contract to Paul A. Spies & Associates for a repair program for roads and parking lots, in the amount of \$7,900, with an additional reimbursable allowance of \$3,000 for evaluation and testing. It is understood that, after bids for the actual repair work have been received and evaluated, a recommendation for the award of the work will be brought to the Board for approval.

VIII-H3 Approval of the award of the engineering/architectural contract for roof beam reinforcement in Buildings A and C to S.P.Asrow Associates, in the amount of \$4,200; and that the Board approve the overall project with the understanding that, after bids are received, a recommendation for the award will be brought to the Board for approval.

NEW BUSINESS: VIII-H4 Approval of the increase of the established
Facility trust fund for the roof replacement project
Rehabilitation from \$674,000 to \$802,000.
(cont.)

In the discussion which followed, Member Bone referred to the increase in the trust fund for the roof replacement project, stating the background information suggests that it was necessary that redesign be undertaken in order to obtain the ten-year guarantee in accordance with Capital Development Board requirements. The redesign fee, change in specifications, and escalation incurred due to the delay of approximately one year added an estimated amount of \$128,000. Because of the considerable cost overrun, Member Bone asked for specific figures on the redesign fee and the change in specifications. Mr. Misic reported the fee for redesign was \$16,000 and the change in roof design had increased repair costs. The other increases are due to cost escalation of about 10 percent. Member Bone asked why the bid had not been awarded last year. The Capital Development Board would not award the bid because a guarantee could not be obtained from the engineer. Mr. Bakas pointed out the figure requested is just the budget, and that expenditures may not rise to that amount. The College must provide this budget to meet the requirements of the Capital Development Board.

Upon roll call, the vote was as follows:

Ayes: Members Barch, Bone, Howard, Mills, Tomchek,
Torisky and Vajda
Nays: None

Motion carried. Member Malkowski voted aye.

Grants
Status
Report

Dr. Voegel referred to Projects Under Consideration in Exhibit VIII-I--Grants Status Report. Regarding the project for Serving Educationally Disadvantaged Students, the figure has been increased to \$80,739, due to an increase in consulting needs. The five-year plan for needy students will receive less funds, resulting in a net loss between the two funds of \$100. Since the exhibit for the High Impact Training Services Program (HITS) was prepared, the amount requested has been increased to \$37,996 to include fringe benefits needed in the final package. In reference to the Learning Your Way Through College project with Annenberg, Dr. Voegel explained that if the \$550,000 grant was approved, a time period is allowed for raising the other \$300,000. Dr. Williams added that there is a major book publishing company interested in this project and they will assist in procuring some of the funds because of the potential nationwide television book sale.

PRESIDENT'S
REPORT:

President McGrath spoke of the Educational Foundation's desire to raise funds for the College, in particular to support educational programs directed toward excellence. Felice Avila and he have been acting as staff for the Foundation over the past four years. The part-time individual hired to assist in the quest for funds is Rembrandt Hiller, a retired executive from Sears Corporation. The President expressed his thanks for the number of contacts already provided him by Mr. Hiller.

A developer in the Des Plaines area has contacted the President regarding an industrial corporation interested in relocating in this area. Corporation officials are interested in different aspects of the community and asked, in particular, to see Harper College. The representatives of the company and the developer will visit the Division of Technology on Friday, March 26. George Dorner and Charles Harrington will guide them through the College and inform them of the programs. Cooperation with their firm will be discussed, both in the business management area and in the technology programs.

President McGrath referred to the repair of data processing punch card equipment approved at this meeting and to the purchase from this year's budget of new terminals to update the system as well as other educational equipment. He pointed out the College is trying to prepare for the future in terms of the probable decrease in State apportionment. This information will be prepared for the Board before the next meeting and the purchase requests presented at that meeting.

The President stated it became apparent in a discussion with the Vice Presidents that the College must consider moving toward an on-line data-based management system for improved data services. This would require an in-depth study and increased administrative supervision. A data processing plan had been established at the College years ago. Since Mr. Stansbury was instrumental in the development of Phase I of the Student Data System and will work on the implementation of Phase II, President McGrath proposed the transfer of administrative data processing from Administrative Services to Student Affairs. This will also provide Mr. Bakas the opportunity to administer more closely the needs of his area--finance, purchasing, buildings and grounds and public safety. A revised organization chart was distributed to the Board

Mr. Bakas discussed the Illinois Community College Board's system of determining the community college needs for State financial support. Recent information indicated that the rates for various funding categories will be reduced. In 1981-82 the average rate for these categories is \$22.43 and for 1982-83 it will be \$18.62.

PRESIDENT'S
REPORT:
(cont.)

In Harper's case, State support will be reduced by five percent. Member Malkowski questioned if the reduction in State support would affect the top figure of the tuition scale. The President stated this figure is based on cost per student and the maximum allowance tuition would not change this year.

The President informed the Board it would probably be another month before the first budget figures will be ready for their consideration. Elaine Stoermer will provide direction to the Board and College in terms of the ICCTA lobbying for a share of the proposed State liquor tax.

Professor Diane Callin has been reappointed to the Board of Directors for the University of Illinois Alumni Association. She has also been interviewed as a possible candidate to run for the Board of the University of Illinois. Media Services Director, Al Dunikoski, has been elected Vice President of the Illinois Association for Educational Communications and Technology. The President extended congratulations to them.

In recent competition with four-year schools at Bradley University, Harper's Speech Team, coached by Tom McGrath, won first place in oral interpretation and sixth place in poetry interpretation. President McGrath congratulated the team and Tom McGrath, adding this was a credit to the Speech Department and the quality of instruction at Harper College. The Parks Management Program participated recently in the horticulture display at Randhurst Shopping Center. The stand-up comedian, Steve Landesberg, presented a concert recently at the College, with 1200 people in attendance.

President McGrath expressed appreciation to Mike Bartos, Chairman of the Shakespeare Festival, and to Mike Brown, Mary Jo Willis, Martin Ryan, and Felice Avila for their work on the Festival. He announced that without any advance advertising the performance of the "Taming of the Shrew" is sold out.

The regional competition for high school math students, sponsored by the Illinois Council of Teachers of Mathematics, will be hosted by Professor Tom McCabe and colleagues in the Math Department on Saturday, March 27. The participants will be welcomed by the President.

President McGrath announced a Special Meeting of the Board of Trustees on Saturday, March 27, at 9:00 a.m. This will be an open meeting on chargebacks and an executive session will be held on faculty negotiations.

Harper College is again conducting a writing competition open to all high school students in the district. Short stories and essays will be judged by a faculty

PRESIDENT'S
REPORT:
 (cont.)

group in the English Department. The students, along with their parents, will be invited to a luncheon where their selected works will be read. The President felt the Board would find it worthwhile to attend and stated he will inform them of the luncheon date.

Steve Catlin, Director of Admissions, discussed the proposed Social Security cutbacks, in particular the educational payments for dependents of Social Security recipients. Congress passed a proposal to eliminate funding for educational benefits as of May 1. Students must be enrolled in college as full-time students by May 1 in order to continue to receive those benefits. Additionally, the benefits to these eligible students will be decreased gradually over the next four years. As a result, many students have enrolled at Harper earlier than normal. A number of colleges in the area have responded by proposing to offer an early summer session which would allow students to enroll prior to the May 1 deadline and continue their eligibility for Social Security benefits. Harper College is proposing to do the same thing if the need arises. There is still a possibility that Congress will rescind the May 1 deadline and make the deadline October 1. This information is expected to be available around the middle of April. If the deadline date is not rescinded, President McGrath stated the College would just get in under the deadline. Assuming the Board agrees, the enrollment date will be publicized beforehand. The Board will be kept informed on this situation.

President McGrath informed the Board that repairs on the roof, perimeter road, and Building F have begun.

Student
 Orientation
 and
 Assessment
 Program
 Presentation

Mr. Stansbury introduced Director Anne Rodgers, and two members of the Student Development staff, to make a presentation on the Student Orientation and Assessment Program to the Board of Trustees. After introductory remarks, the Director presented Philip Troyer who reported on the assessment program and the related research. This was followed by a report from Janet Friend Westney who explained the student orientation program. Director Rodgers made some final comments and a question and answer period followed. The Chairman thanked the participants for their presentation.

ADJOURNMENT:

Member Malkowski moved, Member Mills seconded, that the meeting be adjourned. Motion carried and the meeting adjourned at 9:50 p.m.

 Brian M. Barch
 Chairman

 Janet W. Bone
 Secretary