

WILLIAM RAINEY HARPER COLLEGE
Algonquin & Roselle Roads
Palatine, Illinois

BOARD MEETING

AGENDA

May 27, 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 April 15 and April 30, and Estimated Payroll for May 1, 1982 through June 30, 1982 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 Leave of Absence, Technology, Math & Physical Science Div. Exhibit VIII-B
 - C. RECOMMENDATION: Contract Riders
 - 1. Career Program Coordinators Exhibit VIII-C-1
 - 2. Student Affairs Staff Exhibit VIII-C-2
 - D. RECOMMENDATION: Cooperative Agreement--College of DuPage Exhibit VIII-D
 - E. RECOMMENDATION: Employment of Engineer for Repair of Roads and Parking Lots Exhibit VIII-E
 - F. BOARD INFORMATION: Grants Status Report Exhibit VIII-F
- IX. President's Report
 - Computer-Assisted Instruction--Music Department
- 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, May 27, 1982

CALL TO ORDER: The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Vice Chairman Howard on Thursday, May 27, 1982 at 8:05 p.m., in the Board Room of the Administration Building, Algonquin and Roselle Roads, Palatine.

Member Vajda moved, Member Torisky seconded, that Member Mills be appointed Secretary pro tem. In a voice vote, the motion carried.

ROLL CALL:

Present: Members Kris Howard, Ray Mills, David Tomchek, Don Torisky, Albert Vajda, and Student Member Mary Ellen Beagle
Absent: Members Brian Barch and Janet W. Bone

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; Kathryn Ferreira, recording secretary; Charles Harrington, Dean of Instruction; George Voegel, Dean of Educational Services; Pat Bourke, Associate Dean of Life Science and Human Services; Larry Bielawa, Director of Personnel; Art Bowers, Director of Computer Services; Steve Catlin, Director of Admissions and Registrar; Al Dunikoski, Director of Media Services; Bill Howard, Director of Continuing Education; John Lucas, Director of Planning and Research; Elizabeth McKay, Director of Environmental Health; Don Misic, Director of Physical Plant; William Norvell, Director of Food Services; Jeanne Pankanin, Director of Student Activities; Martin Ryan, Associate Dean of Communications, Humanities and Fine Arts; Elaine Stoermer, Director of College Relations. Faculty: Larry Knight, Faculty Senate President; Karen Keres, George Makas and Jerome A. Stone. Classified Staff: Gregg Atamian, Audiovisual; Ron Kuchvalek, Purchasing Agent; Barbara Levine, Word Processing; Rena Trevor, Coordinator of Women's Program (Employee Council Chairperson); and Audree Walsh, Facilities Coordinator. Harper Students: Wendy S. Levine and Robert D. Kerans. Other guests: Stanley Eisenhammer, Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd.; and Jean Makas.

MINUTES:

Member Vajda moved, and Member Mills seconded, approval of the minutes of the Special Board meeting of Saturday, March 27, 1982. In a voice vote, the motion carried.

MINUTES: Member Mills moved, Member Tomchek seconded, approval
(cont.) of the minutes of the regular meeting of Thursday, April 22, 1982. In a voice vote, the motion carried.

CITIZEN PARTICIPATION: Karen Keres, outgoing president of the Faculty Senate, thanked the Board for the personal kindnesses extended to her during her term as president. She also thanked the Board for their professionalism in understanding the responsibilities of Board and faculty relationships. She then introduced Larry Knight, the newly-elected president of the Faculty Senate.

Vice Chairman Howard said that the Board has enjoyed working with Ms. Keres, and welcomed Mr. Knight to the meeting.

Mr. Knight thanked Ms. Keres for her dedicated service to the Faculty Senate, and stated that he looks forward to working with the Senate for the next two years.

Vice Chairman Howard stated that the Board had received a written complaint from Mr. and Mrs. Kermit Lindberg directed against a faculty member. Although the Lindbergs had been given an opportunity to appear at the Board meeting, they had not arrived. She said the Board would make provisions to hear the Lindbergs' complaint when they arrived.

DISBURSEMENTS: Member Torisky moved, Member Mills seconded, approval
Bills Payable, of the bills payable of May 27, 1982 as presented
Restricted in Exhibit V-A as follows:

Purposes Fund,	Educational Fund	\$374,066.51
Payrolls,	Building Fund	325,892.80
Estimated	Site & Construction #2	5,516.25
Payrolls and	Auxiliary Fund	174,779.30
Utility Bills,	Bond & Interest Fund	147,031.00
Long-Term	Restricted Purpose Fund	100,379.77
Disability-May,		
and Unemployment		
Compensation		

The payroll of April 9, 1982 in the amount of \$393,639.87; the payroll of April 15, 1982 in the amount of \$286,916.70; the payroll of April 30, 1982 in the amount of \$654,710.75; the estimated payroll of May 1, 1982 through June 30, 1982 in the amount of \$2,690,563.65; the estimated utility bills in the amount of \$120,000.00; long-term disability insurance for May to Sun Life of Canada in the amount of \$5,500.00; and unemployment compensation to the Director of Labor in the amount of \$8,594.49.

DISBURSEMENTS:
Bills Payable
(cont.)

Upon roll call, the vote was as follows:

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

Motion carried. Member Beagle voted aye.

Financial
Statements

At President McGrath's request, Mr. Bakas gave a brief summary of the new financial statement format that the Administration hopes to implement by August, 1982. The new format will show all fund balances on one sheet. It will also show percentages reflecting the position of the College in terms of revenue and expenditures. The changes will make the reporting system easier to understand.

Member Vajda inquired if the Administration reassesses the budget at any time during the year.

The President responded that it had been done this year, and that the Administration anticipates moving to a computerized system that will allow the budget to be projected and checked at regular intervals during the year.

Mr. Bakas said that budget projections are followed on a month-to-month basis after the start of the second semester when the last of the salaries, the largest portion of the budget, are encumbered.

Member Torisky indicated he felt the new more comprehensive format is an improvement.

President McGrath said the format would be reintroduced for further discussion at the next Board meeting.

Budget
Transfers

Member Tomchek moved, Member Mills seconded, approval of the budget transfers (as presented in Exhibit V-C attached to the minutes in the Board of Trustees' Official Book of Minutes).

Educational Fund	\$17,825
Auxiliary Fund	15,000

Upon roll call, the vote was as follows:

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

Motion carried. Member Beagle voted aye.

DISBURSEMENTS: Member Tomchek moved, Member Mills seconded, approval
(cont.) of the bid awards (as presented in Exhibit V-D (1-17),
Bid Awards attached to the minutes in the Board of Trustees'
Official Book of Minutes).

- Ex. V-D1 Award bid Q6818 for bond paper for the Media Services Department to Whitaker Carpenter Paper Co., the lowest responsible bidder, in the amount of \$3,200.00.
- Ex. V-D2 Award bid Q6816 for printing of the Fall 1982 Women's Program Brochure to Printech, the lowest responsible bidder, in the amount of \$4,840.00.
- Ex. V-D3 Award bid Q6799 for printing of the Fall 1982 Course Schedule to Cardinal Free Press, the lowest responsible bidder, in the amount of \$17,936.00.
- Ex. V-D4 Award bid Q6817 for printing of Continuing Education brochures for the Continuing Education and Program Services Division to Rush Graphics, the lowest responsible bidder, in the amount of \$8,204.62.
- Ex. V-D5 Award bid Q6830 for printing of the Fall 1982 Institute for Management Development brochure for the Continuing Education and Program Services Division to Bell Litho, Inc., the lowest responsible bidder, in the amount of \$3,163.00.
- Ex. V-D6 Award bid Q6814 for a typewriter maintenance contract for fiscal year 1982/83 to Icarus Systems, the lowest responsible bidder, in the amount not to exceed \$8,354.50.
- Ex. V-D7 Award bid Q6806 for 12 shelving ranges and four glass door shelving units for Media Services to Prairie State Associates, the lowest responsible bidder, in the amount of \$19,545.00.
- Ex. V-D8 Award bid Q6811 for an automatic electrostatic master imager for

DISBURSEMENTS:
Bid Awards
(cont.)

- the Print Shop to Itek Graphic Systems, the second lowest bidder, in the amount of \$10,960.00.
- Ex. V-D9 Award bid Q6808 for an automated high volume offset duplicating system with jogger/stitcher to A.B. Dick, the lowest responsible bidder, in the amount of \$51,698.17.
- Ex. V-D10 Award bid Q6805 for two four door sedans for Public Safety to Schmerler Ford, the lowest responsible bidder, in the amount of \$15,442.22.
- Ex. V-D11 Award bid Q6825 for the purchase of two Apple minicomputers and associated equipment, to Computerland of Schaumburg, the lowest responsible bidder, in the amount of \$3,246.00.
- Ex. V-D12 Award bid Q6809 for a video distribution system for the Media Services Department, to Roscor, the lowest responsible bidder, in the amount of \$8,466.00.
- Ex. V-D13 Award bid Q6804 for an Alpha Numeric Title Generator for the Media Services Department to Swiderski Electronics, the lowest responsible bidder, in the amount of \$4,154.25.
- Ex. V-D14 Award bid Q6810 for a microvideo system for the Media Services Department to Carolina Biological, the lowest responsible bidder, in the amount of \$4,629.79.
- Ex. V-D15 Award bid Q6815 for tuckpointing as requested by the Physical Plant Department to R & M Tuckpointing, the lowest responsible bidder, in the amount of \$3,400.00.
- Ex. V-D16 Award bid Q6800 for sealing of parking lot #12, as requested by the Physical Plant Department to R.A. Peterson, the lowest responsible bidder, in the amount of \$7,947.00.
- Ex. V-D17 Award bid Q6827 for classroom furniture for the Continuing

DISBURSEMENTS:

Bid Awards

(cont.)

Education Division to Virco Manufacturing Co. for items 1 and 5 in the amount of \$10,674.00, Carrol Seating, the lowest responsible bidder for item 2 in the amount of \$18,496.80 and Prairie State Associates, the lowest responsible bidder for items 3 and 4 in the amount of \$11,142.000, for a total award of \$40,312.80.

Member Vajda inquired if Carolina Biological, the lowest bidder for a microvideo system, but an out-of-state supplier, would be able to give the level of service that a local company could give.

Mrs. Bourke and Dr. Williams indicated that the company, a major biological supply house, supplies the College's biological sciences department with a large portion of its materials. The company has always given very satisfactory service.

Member Vajda asked if the purchase of the new printing equipment and the rebuilding of existing equipment will eventually allow the College to do more of its own printing on campus.

Mr. Dunikoski responded that although much of the equipment purchased will replace old equipment, he anticipated the majority of printing will be done on campus and that starting in September, all career brochures will be printed internally. However, due to the extreme expense involved in purchasing a newspaper press, newspaper printing will continue to be done off campus.

Member Torisky asked for clarification on the meaning of the term "lowest responsible bidder" used throughout the bid awards.

President McGrath explained that this usually refers to the lowest bidder meeting all specifications. It is always indicated if the company is not the lowest bidder as is the case with Itek Graphics System, which is "the second lowest bidder meeting specifications."

Member Howard commented that with a good number of bids awarded to in-district and Chicago Metropolitan companies, Harper is generating a lot of business locally and some of the tax dollars go back into the economy of the district.

DISBURSEMENTS: Upon roll call, the vote was as follows:

Bid Awards
(cont.)

Ayes: Members Howard, Mills, Tomchek, Torisky
and Vajda

Nays: None

Motion carried. Member Beagle voted aye.

Purchase
Orders

Member Tomcheck moved, Member Torisky seconded,
approval of the purchase orders (as presented in
Exhibit V-E (1-10), attached to the minutes in
the Board of Trustees' Official Book of Minutes).

- Ex. V-E1 Approve issuance of a blanket purchase order to Paddock Publications for advertising for the Personnel Department, in an amount not to exceed \$8,000.00.
- Ex. V-E2 Approve issuance of a purchase order to the State of Illinois for maintenance of traffic control signals, in the amount of \$3,542.22.
- Ex. V-E3 Ratify the issuance of purchase order D19587 to Carrier Corporation for repair of the chiller in Building P, in the amount of \$7,910.00.
- Ex. V-E4 Approve issuance of a purchase order to the A. B. Dick Co. to rebuild or repair, refurbish and renovate the College's #1600 A.B. Dick offset printing press in the amount not to exceed \$10,000.00.
- Ex. V-E5 Approve issuance of a purchase order to Pitney Bowes for a postage meter machine, in the amount of \$5,513.00.
- Ex. V-E6 Approve issuance of a purchase order to Wang Laboratories for the purchase of three 5503A Wang-writers, in the amount of \$18,240.00.
- Ex. V-E7 Approve issuance of a purchase order to The Braegen Corporation for the purchase of a 1,000-line, 64-character set printer, in the amount of \$21,500.00.

DISBURSEMENTS:
Bid Awards
(cont.)

- Ex. V-E8 Approve issuance of a purchase order to Beckman Instruments, Inc. for the purchase of an oxygen analyzer and a carbon dioxide analyzer, in the amount of \$10,350.00.
- Ex. V-E9 Approve issuance of a blanket purchase order to Addison Building Materials for general hardware items, in an amount not to exceed \$3,500.00.
- Ex. V-E10 Ratify the issuance of purchase order D19658 to Carrier Corporation for replacement of the motor stator of the chiller in Building P, in an amount not to exceed \$6,000.00.

Upon roll call, the vote was as follows:

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

Motion carried. Member Beagle voted aye.

COMMUNICATIONS: Member Howard reported on a communication she received from a constituent whose daughter, a Drake University student, needed to take Economics 202 at Harper this summer. After repeated attempts to get through the College's busy phone lines during phone registration, she was informed that the course was closed. Member Howard said the matter was resolved nicely when brought to the attention of the Administration and that the student has been admitted to the class by an override. However, she asked if any provision is made for keeping track of students wishing to enroll in already filled classes, and if there is a capability to add sections to accommodate additional students. She indicated concern over the way the problem was handled initially, and the public relations aspect of this type of situation.

Dr. Williams explained that the deans and associate deans determine whether additional sections should be added during the time of early and phone registrations. The opening of additional sections is contingent upon availability of faculty and space. When it is deemed appropriate, waiting lists are built at the time of open registration. The effort is always made to accommodate as many students as possible. When lack of available space makes this impossible, students are advised of classes they might be able to take at other community colleges.

COMMUNICATIONS: The public relations aspect of dealing with tax-payers is stressed during the training of telephone registration operators.
(cont.)

Member Torisky said he had received both verbal and written communications from the parents of a student regarding their son's grades. The situation was handled with great professionalism by Drs. Williams and Harrington.

UNFINISHED

BUSINESS:

Committee

Reports

Member Mills reported that the Fine Arts Committee recently visited the home of Mr. and Mrs. Hardy Wenner to view the Weners' collection of an artist friend's work. The committee has decided to display the artist's work at the College in September. He said the committee also took a tour of two corporation art displays, and gained insight into what can be done in corridors and buildings.

Member Mills reported that the Illinois Community College Trustees Association Annual Meeting will be held in Springfield on June 11 and 12. Harper College will be represented by Members Howard, Beagle and Mills. He extended an invitation to the other members to attend.

Member Torisky reported that the Educational Foundation Annual Meeting will be held on Tuesday, June 1, at 7:30 a.m., in the Board Room. Reappointment of directors, the annual election of officers, and the appointment of an auditor are among the items of business scheduled for the meeting. The highlight of the meeting will be the presentation of the Award for Excellence to this year's recipient. He concluded by saying that Rem Hiller is actively contacting local corporations and executives.

Member Howard reported that the Annual Meeting of the Friends of Harper was held on May 5, when Jan Tucker was elected president for the next year. The Friends are planning Village Nights for both Hoffman Estates and Elk Grove Village. They are also planning the first Harper Alumni Day which is being chaired by Larry Moats, a former Board of Trustees member.

NEW

BUSINESS:

Personnel

Actions

Member Tomchek moved, Member Mills seconded, approval of the Personnel Actions listed in Exhibit VIII-A, VIII-B, VIII-C-1, and VIII-C-2 (attached to the minutes in the Board of Trustees' Official Book of Minutes) as follows:

Personnel
Actions
(cont.)

VIII-A

Classified, Professional/Technical Staff and SEIU
Employee Appointments

John Schramm, Custodian, 4/26/82 \$13,112
Donald Wille, Maintenance Helper, 5/03/82 \$14,144
Jeanne Simmons, Cashier, P.T., 5/11/82 \$5,803
Clarice Elders, Food Service Helper I, 4/15/82 \$8,268
Graham Johnson, Assistant Supervisor, 5/16/82 \$17,200
Lottie Mazur, Food Service Helper II, 5/01/82 \$6,300
Janice Adams, Secretary II, 6/01/82 \$12,000
Jan Lavey, Operations Manager, 6/01/82 \$18,881
Barbara Klingl, Inventory Control Clerk, 11/01/81 \$11,600
Carol Czerniawski, Bookkeeper, 11/01/81 \$13,200
Ted Trzcinski, Chef, 6/01/82 \$20,171
Janice Cook, Secretary I, 5/19/82 \$11,652

Faculty Appointments

Paul F. Faham, Assistant Professor, 8/17/82 \$19,959
Linda Glover, Instructor, 8/17/82 \$16,956
Charlotte Herzog, Instructor, 8/17/82 \$19,976

Classified, Professional/Technical Staff and SEIU
Employee Terminations

Randy Sater, Assistant Supervisor, 4/30/82
Iris Johnson, Assistant Head Cashier, 6/11/82
Donna Weiss, Receptionist, 5/14/82
Robert Olson, Custodian, 5/14/82
Jo Lynn Gillespie, Secretary II, 5/14/82
Sherry Langford, Secretary II, 6/01/82
Amy Richter, Clerk I, P.T., 6/15/82
Debbie Edwards, Clerk, 4/30/82
Cal Bennett, Chef, 4/30/82
Frank Sarillo, Messenger, 5/06/82
Mary Beckman, Clerk Typist, 5/12/82
Joanne Pepich, Secretary II, 5/21/82

Faculty Termination

Ray Hooks, Assistant Professor, 5/22/82

VIII-B

Grant an additional leave of absence without pay to Dr. Donald Collins for the period of August 17, 1982 to May 22, 1983.

VIII-C-1

Approve contract riders for career program coordinators in the amount of \$20,256 based on faculty salaries for 1981-82. Adjustments to individual riders will be dependent on the 1982-83 salaries.

NEW
BUSINESS
Personnel
Actions
(cont.)

VIII-C-2

Approve contract riders for Student Affairs staff in the amount of \$39,407.13, based on faculty salaries for fall and spring 1981-82. Adjustments to individual riders will be dependent on the 1982-83 salaries.

Member Vajda asked for clarification on the career program coordinators' availability during the summer.

Dr. Williams explained that the days indicated on Exhibit VIII-C-1 are for days of work that fall outside of the regular contract year. They are specific days assigned during the summer on which the career program coordinators either fulfill a variety of quasi-administrative responsibilities, or meet with new students coming into the programs.

Member Vajda asked if the promotions in the Food Services Department and the hiring of the new chef were for the cafeteria area of the College.

President McGrath responded that they were. He explained that the chef replaces the former chef whose termination came at the end of the previous month, and the promotions are a result of the Food Service Audit performed by Peat, Marwick and Mitchell.

Member Vajda asked if the salary of the new chef was close to that of the former chef.

Mr. Bakas responded that it was.

Upon roll call, the vote was as follows:

Ayes: Members Howard, Mills, Tomchek, Torisky and Vajda

Nays: None

Motion carried. Member Beagle voted aye.

Cooperative
Agreement

Member Tomchek moved, Member Torisky seconded, approval of the cooperative agreement with the College of DuPage (as presented in Exhibit VIII-D attached to the minutes in the Board of Trustees' Official Book of Minutes).

At President McGrath's request, two maps were distributed to the Board members. One map showed the location of the surrounding community colleges, while the other showed the boundaries of the townships, the location of surrounding senior colleges, and feeder high schools.

NEW

BUSINESS:
Cooperative
Agreement
(cont.)

Vice Chairman Howard thanked President McGrath for providing the maps.

In a unanimous voice vote, the motion carried.

Employment of
Engineer for
Parking Lot
and Road
Repair

Member Tomchek moved, Member Mills seconded approval of the award of the contract to Paul Spies & Associates in the amount of \$25,500 with an additional reimbursable allowance of \$9,500 for analysis 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 (as per Exhibit VIII-E).

Mr. Bakas pointed out that this is the third and final phase of the parking lot and road repairs for this year.

Upon roll call, the vote was as follows:

Ayes: Members Howard, Mills, Tomchek, Torisky
and Vajda

Nays: None

Motion carried. Member Beagle voted aye.

Grants
Status
Report

Dr. Voegel was asked to discuss the Grants Status Report. He pointed out that he had just received word that the Displaced Homemakers Grant award was increased by \$3,000 to \$35,000 for the year. This money will go largely to cover increases in salaries and fringe benefits.

PRESIDENT'S
REPORT:

President McGrath announced that Mr. Ambrose Easterly, Director of Library Services, will be taking early retirement in September, 1982. He said he considered the Harper Library an outstanding community college library and that a great deal of the credit for this goes to Mr. Easterly. He also announced that Dr. George Makas, head of Harper's music department, will be taking early retirement in July, 1982. He stated that Dr. Makas was very instrumental in developing at Harper one of the finest community college music departments in the nation. He extended congratulations to both men and thanked them for their years of outstanding service to the College. He also reported that Anne Rodgers, Director of Student Development, would be starting a year's leave of absence following her marriage on May 29.

PRESIDENT'S
REPORT:
(cont.)

The President reported that, in view of current enrollment trends, projections for next year have been increased from 8,500 to 9,000 FTE. For summer session, enrollment is at 76 percent of budget after early registration and two days of telephone registration.

The President announced that the College has its first articulation agreement with Northwestern University for a nursing transfer program. He commented that Harper will continue to pursue such agreements with Northwestern, University of Chicago, and other colleges.

He announced that Member Torisky and Dr. Voegel have agreed to serve on the Schaumburg Cable TV Advisory Committee.

Twenty-eight Dental Hygiene graduates took the national board examinations, receiving grades between 81 and 99. This level of performance is a credit to students and faculty in the program.

The President announced that John Wierich of Arlington Heights, a chemical engineering student, has been named 1982-83 Award for Excellence recipient. Diane Ribbentrop of Rolling Meadows, a dental hygiene student, received the Amersham scholarship. The Faculty Senate scholarship has been awarded to Michael Sosine of Roselle, a chemical engineering student. All three recipients have 4.0 averages. The President expressed appreciation for the scholarships and indicated that the Educational Foundation will be working toward increasing scholarship funds.

Donations were received from Motorola for Disabled Student Services, and from Mrs. Ann P. Hajduk of Palatine for the Center for Meteorite and Planetary Studies. A Foundation Director has donated \$100.00 toward a scholarship for a high school student.

Lisa Engels and Julie Perna, members of the women's softball team, were named number one and number three batting leaders by the National Junior College Athletic Association. The President congratulated the athletes for being the first Harper women to place on a national poll. He reported that Mark Heuer, who declined a White Sox draft last year to return to Harper, has been signed by the Los Angeles Dodgers.

In the area of faculty achievements, he announced that Mrs. Rena Trevor received the Outstanding Woman in

PRESIDENT'S
REPORT:
(cont.)

Academia award from the northwest suburban chapter of Women in Management. Ms. Sharon Alter received the same award from the Loop chapter of the organization. Dr. Robert Tysl will study Edwardian theatre in Cambridge, England this summer. Ms. Carolyn Dobbs had an article published in the newsletter for teachers of English as a Second Language. Mr. Michael Louis received a certificate in recognition of participation in Law Enforcement Appreciation Day at Springhill Mall.

He announced that several faculty and staff children have received awards. Mr. William Hack's son will choose between appointments to West Point, the Air Force Academy and the Naval Academy. Mr. William Punkay's daughter was awarded a \$500 scholarship by the Northwest Industrial Council. Dr. Roger Mussell's son graduated from Harper and will continue chemical engineering study at the University of Wisconsin. Mrs. Felice Avila's 13-year-old son won the Harper College piano competition and will perform with the Harper Orchestra in the fall.

The President then asked for a report on summer maintenance and repair projects. Mr. Misic reported that 14 projects are currently under way. Water main repair should be completed in the next week and road replacement work will start in July. Bids for repair of the bridge between Buildings A and C are due June 15, and structural analysis is continuing on Buildings A and F. Bid specifications are being prepared for sanitary sewer repairs. Bids are out for Building A Information Booth, and estimates are being prepared for remodeling and addition of one chemistry laboratory. Studies are under way on the energy control management system and on the economic feasibility of high pressure sodium vapor parking lot lighting. Bids are due June 14 for roads, parking lots and perimeter road repair. Work is in progress on the Building C ventilating system. The perimeter road adjacent to the Watershed Project will be built up and graded to assure good drainage into the ditches. The President stated that the campus would be closed on May 28 for water main repairs.

The President asked for a presentation on a proposed project in Computer Assisted Design and Computer Assisted Manufacturing (CAD/CAM). Mr. Howard reported that the aim of the project is to establish a CAD/CAM training center where managers, engineers and manufacturing personnel from area industries will

PRESIDENT'S
REPORT:
(cont.)

learn to apply these computer programs to increase productivity. In addition to the training function, the center will provide services such as short courses, seminars, a print and video library, and lectures. An industry associates program would allow industries to join the center as partners. At the outset, several industries will be contributing a significant portion of the CAD/CAM system, and it may be possible to interest government agencies in joining in sponsorship of the project.

President McGrath commented on the project and the possibilities for program development for the College. He indicated that a complete presentation will be planned for Board members.

The President requested a brief report on the status of the budget. Mr. Bakas reported that final figures are not yet available, and some further revisions may be necessary. The enrollment projection is 9,000 FTE, and assessed valuation increase is estimated at five percent for 1982. State apportionment shows a decrease of four percent, but proposed legislation may change that figure. Preliminary budgets will be presented in June, tentative budgets in July, and the budget hearing and adoption of the budget and tax levy resolution will be in August.

President McGrath introduced Dr. Makas, who gave a brief history of the College's computerized music program from inception to current position as part of the music department. Dr. Makas demonstrated both the teaching and composing features of the program for the Trustees and assembled audience.

EXECUTIVE
SESSION:

Member Tomchek moved, Member Mills seconded, that the Board adjourn to Executive Session to discuss the Lindberg matter and the status of faculty negotiations.

Upon roll call, the vote was as follows:

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

Motion carried at 9:55 p.m. Member Beagle voted aye.

Following the Executive Session, Vice Chairman Howard reconvened the Regular meeting at 11:31 p.m.

ADJOURNMENT: Member Mills moved, Member Vajda seconded, that the meeting be adjourned. Motion carried and the meeting adjourned at 11:32 p.m.

Brian M. Barch
Chairman

Janet W. Bone
Secretary