

WILLIAM RAINEY HARPER COLLEGE
Algonquin & Roselle Roads
Palatine, Illinois

BOARD MEETING

AGENDA

May 24, 1984

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 30, 1984 and May 15, 1984, and Estimated Payroll for May 16 through May 31, 1984 Exhibit V-A
 - B. Financial Statements Exhibit V-B
 - C. Budget Transfers
 - D. Bid Awards Exhibit V-D
 - E. Purchase Orders Exhibit V-E
- VI. Communications
- VII. Unfinished Business
 - A. Committee Reports
 - B. Student Trustee Report
- VIII. New Business
 - A. RECOMMENDATION: Personnel Actions
 - 1. Personnel Action Sheet Exhibit VIII-A-1
 - 2. Leave of Absence, SP SER Exhibit VIII-A-2
 - B. RECOMMENDATION: Contract Riders
 - 1. Career Program Coordinators Exhibit VIII-B-1
 - 2. Student Affairs Staff Exhibit VIII-B-2
 - C. RECOMMENDATION: Claims Payment System for Group Insurance Exhibit VIII-C
 - D. BOARD INFORMATION: Grants and Gifts Status Report Exhibit VIII-D
- IX. Other Business: Financial Planning, Second Site and Related Matters Exhibit IX
- X. President's Report *
- XI. 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 24, 1984

CALL TO ORDER: The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chairman Howard on Thursday, May 24, 1984 at 8:05 p.m. in the Board Room of the Administration Building, Algonquin and Roselle Roads, Palatine.

Chairman Howard welcomed Mr. Dan Coit to the meeting. Mr. Coit, a former reporter for the Harbinger, represented The Daily Herald at the meeting.

ROLL CALL: Present: Members Barch, Bone, Coste, Howard, Norwood, Torisky and Student Member Lisa Vargas.
Absent: Member Tomchek

Also present: James J. McGrath, President; Peter Bakas, V.P. Administrative Services; Donn Stansbury, V.P. Student Affairs; David Williams, V.P. Academic Affairs; Felice Avila, Executive Assistant to the President; Ruth Williams, Recording Secretary; Steven Catlin, Dean of Admissions and Registrar; George Dorner, Dean of Technology, Math and Physical Science; Charles Harrington, Dean of Instruction; Bonnie Henry, Dean of Student Development; William Howard, Dean of Continuing Education and Program Services; George Voegel, Dean of Educational Services; Larry Bielawa, Director of Personnel; Art Bowers, Director of Computer Services; Don DeBiase, Director of Physical Plant; Anton Dolejs, Director of Finance; Eileen Dubin, Director of Library Services; Al Dunikoski, Director of Media Services; John Lucas, Director of Planning and Research; Don Mistic, Director of Business Services; and Elaine Stoermer, Director of College Relations. Faculty: Larry Knight, President, Faculty Senate. Classified staff: Peter Gart, Chairman, Classified Employee Council; Frank Firak, Accounting Manager; Thea Keshavarzi, Purchasing Agent; Eric Ryan, Audiovisual; Laurie Wren, Executive Secretary. Students: Matt Scallon, President, Student Senate and Cynthia Bowers. Other guests: James Lancaster, Vice President, Harper College Educational Foundation; Dan Coit, Paddock Publications, and Joan Norsworthy, Barrington Press.

APPROVAL OF MINUTES:

Member Barch moved, Member Norwood seconded, approval of the minutes of the Regular Board Meeting and the Executive Session of April 26, 1984.

In a voice vote, the motion carried.

CITIZEN PARTICIPATION:

There was no citizen participation.

DISBURSEMENTS:
Bills Payable, Restricted

Member Barch moved, Member Bone seconded, approval of the bills payable as presented in Exhibit V-A as follows:

Purposes	Educational Fund (April 17-30)	108,053.86
Fund, Payroll,	Educational Fund (May 1-14)	246,155.70
Estimated	Building Fund (April 17-30)	343,682.59
Payroll,	Building Fund (May 1-14)	21,086.05
Estimated	Auxiliary Fund (April 17-30)	151,435.64
Utility	Auxiliary Fund (May 1-14)	48,327.74
Bills, Plum Grove	Restricted Purposes Fund	126,810.73

Executive Center

The payroll of April 30, 1984 in the amount of \$790,946.66; the payroll of May 15, 1984 in the amount of \$814,957.00; the estimated payroll of May 16, 1984 to June 30, 1984 in the amount of \$2,432,944.04; the estimated utility bills in the amount of \$120,000.00 and Plum Grove Executive Center for CAD/CAM rent and operating expenses in the amount of \$13,754.66.

Upon roll call, the vote was as follows:

- Ayes: Members Barch, Bone, Coste, Howard, Norwood and Torisky
- Nays: None

Motion carried. Member Vargas voted aye.

Financial Statements

There were no questions regarding the financial statements.

Bid Awards

Chairman Howard stated that Exhibit V-D3 concerning a bid request for a modular digital phototypesetting system had been withdrawn from the agenda. Mr. Bakas added that it is necessary to study interest rates and finance charges more thoroughly before considering purchase of the equipment.

Member Torisky moved, Member Barch seconded, approval of the bid awards as described in Exhibit V-D (1-2) (attached to the minutes in the Board of Trustees' Official Book of Minutes).

DISBURSEMENTS: Ex. V-D1 Award bid Q-7274 for computer paper as requested by the Computer Services Department to UARCO, the low bidder, in the amount of \$42,368.62.
Bid Awards
(cont.)

Ex. V-D2 Award bid Q-7278 for custodial supplies as requested by the Physical Plant Division to Bolotin, Inc. in the amount of \$3,099.40; D & B Products, Inc. in the amount of \$1,273.50; Valdes Enterprises in the amount of \$2,986.00; DOV Sanitary Products in the amount of \$515.00; Diamond Chemical Co. in the amount of \$788.60; Combined Sales Co. in the amount of \$901.80; and The Elton Corp. in the amount of \$240.00, for a total award of \$9,904.30.

Upon roll call, the vote was as follows:

Ayes: Members Barch, Bone, Coste, Howard, Norwood and Torisky
Nays: None

Motion carried. Member Vargas voted aye.

Purchase Order Member Bone moved, Member Norwood seconded, approval of the purchase order as described in Exhibit V-E1 (attached to the minutes in the Board of Trustees' Official Book of minutes).

Ex. V-E1 Approve issuance of a purchase order to Browning-Ferris Industries of Illinois, Inc. for trash removal service for 1984/85 in an amount not to exceed \$14,650.00.

Upon roll call, the vote was as follows:

Ayes: Members Barch, Bone, Coste, Howard, Norwood and Torisky
Nays: None

Motion carried. Member Vargas voted aye.

COMMUNICATIONS: Member Bone stated that she received a letter from State Representative Richard A. Mautino inviting Board Members to attend a public hearing on the programs and policies of the Department of Commerce and Community Affairs in Springfield on April 25, 1984. The invitation was received too late for participation.

Member Bone said that she has forwarded to the Administration suggestions she received from a citizen of the district.

UNFINISHED

BUSINESS:

Committee

Reports

Finance

Committee

Member Torisky reported that the Finance Committee met on May 17, 1984 and discussed the operating fund budget, financial planning and the second site. The committee heard a progress report on the telephone system. The budget concerns will be discussed further in the regular Board meeting.

Educational
Foundation

Member Torisky stated that the joint planning meeting with members of the Educational Foundation and the Board of Trustees is scheduled for July 7, 1984. The annual meeting and election of officers will take place on June 12, 1984 at 7:30 a.m. Recipients of scholarship awards will be presented at the meeting. Member Torisky asked Board members to suggest the names of individuals who might be chosen to fill three vacancies on the Foundation Board.

I.C.C.T.A.

Member Norwood reported that she had attended meetings in Springfield of the Projects Committee and Legislative Committee. She mentioned that she had received extremely favorable comments about President McGrath's work at Harper College.

Friends of
Harper

The annual meeting of the Friends of Harper was held on May 2, 1984. Mr. Larry Moats was elected to the office of president for the 1984-85 year.

Student
Trustee

Member Vargas reported that Cynthia Bowers would present the results of a student opinion survey. Ms. Bowers reported that improvement in lighting for the parking lot was requested by a number of students as well as extended hours for the library. Chairman Howard remarked that improved lighting is high on the list of desired improvements. Director of Library Services Eileen Dubin said that 753 students had been served by the library during a period of extended hours. Data regarding extended hours will be studied, and a decision will be made during the summer. Member Torisky added that information from student surveys is useful to the Board and he would like to have the surveys continued.

NEW BUSINESS:

Personnel

Actions

Member Torisky moved, Member Bone seconded, approval of the personnel actions as listed in Exhibit VIII-A-1 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

NEW BUSINESS: Administrative Appointment

Personnel

Actions Elizabeth McKay, Director, Special Services, Rescind
(cont.) resignation action of 4/26/84

Classified, SEIU Appointments

Scott Ryan, Clerk, 4/23/84, \$9,101
Richard Johnson, Custodian, 5/01/84, \$15,184
Mary Lett, Clerk Typist II, 5/08/84, \$11,700

Classified, SEIU Terminations

Jess Hollingsworth, Utility Operator, 5/01/84
Thomas Taylor, Custodian, 5/03/84
Mary Hartl, Programmer Analyst I, 5/04/84
Jose Ortiz, Custodian, 5/08/84
Patricia Weinberg, Clerk, 5/11/84
Darlene Springer, Interpreter II, 5/18/84
Rosemary Nissley, Receptionist, 6/01/84
Ann Moss Skinner, Veterans Assistant, 6/15/84

Classified Leave of Absence

Nirmala Jonadoss, Supervisor, Tutoring Center, 5/15/84 to
8/15/84

Mr. Stansbury thanked Ms. Ann Moss Skinner for her
years of valuable service to the College.

Upon roll call, the vote was as follows:

Ayes: Members Barch, Bone, Coste, Howard, Norwood
and Torisky
Nays: None

Motion carried. Member Vargas voted aye.

Member Bone moved, Member Norwood seconded, approval
of a leave of absence without pay for Professor
David Dolman for the period August 14, 1984 through
May 19, 1985 as listed in Exhibit VIII-A-2.

Upon roll call, the vote was as follows:

Ayes: Members Barch, Bone, Coste, Howard, Norwood
and Torisky
Nays: None

Motion carried. Member Vargas voted aye.

President McGrath wished good luck to Professor Dolman
and said that he hoped Professor Dolman would return
to Harper College.

NEW BUSINESS: Member Bone moved, Member Norwood seconded, approval of the contract riders for career program coordinators and Student Affairs faculty as described in Exhibits VIII-B-1 and VIII-B-2 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Contract
Riders

Member Barch inquired how work assignments are made and how personnel are supervised. Dr. Williams replied that program coordinators working under the contract riders report to the Deans of their areas for assignments and supervision. Member Barch asked if these duties are continuous or if the duties are special projects not performed during the school year. Dr. Williams added that in the case of career programs with internships many of these hours are spent making arrangements for the interns with the businesses and organizations which employ the interns. Dr. Harrington stated that these arrangements must be completed before the semester begins and new arrangements must be made for each group of students. Dr. Williams stated that the faculty contract is a 39-week commitment, and time spent in addition to the 39 weeks must be covered by the contract riders. Member Barch stated that the amount of money spent on contract riders would pay the salaries of two full-time staff members to perform these duties. Member Coste mentioned that accomplishment of these tasks would add to the knowledge of the faculty members working under the contract riders. Member Barch asked for a specific example of duties a faculty member would perform. Dr. Harrington stated that an example would be registration duties at area businesses which will be done by Professor Tom Johnson, coordinator of the Banking, Finance and Credit Program.

Upon roll call, the vote was as follows:

Ayes: Members Barch, Bone, Coste, Howard, Norwood,
and Torisky
Nays: None

Motion carried. Member Vargas voted aye.

Claims
Payment
System for
Group
Insurance

Member Bone moved, Member Torisky seconded, approval of the transfer to Northwestern National Life's computer generated claims payment system and authorization of the direct wire transfer of funds needed to pay group medical and dental claims from the Mount Prospect State Bank to the Northwestern National Bank of Minneapolis, Minnesota.

NEW BUSINESS:
Claims Payment
System for
Group
Insurance
(cont.)

Upon roll call, the vote was as follows:

Ayes: Members Barch, Bone, Coste, Howard, Norwood,
and Torisky
Nays: None

Motion carried. Member Vargas voted aye.

Chairman Howard welcomed Mr. James Lancaster, Vice President of the Harper College Educational Foundation, to the meeting.

Grants and
Gifts
Status
Report

Member Bone inquired about the Illinois State Library grant which was funded and the Illinois State Library grant which was not funded. Dr. Voegel replied that the \$5,000 grant to Library Services (in cooperation with the Arlington Heights Memorial Library) will be used to improve career information collections. The grant which was not funded requested a larger sum of money.

OTHER BUSINESS:
Financial
Planning,
Second Site
and Related
Matters

Chairman Howard suggested that the discussion begin by examining the Long Range Budget Projection followed by comments on the effects of cost containment and underfunding. Board members may then discuss potential sources of new revenue.

Mr. Bakas addressed the Long Range Budget Projection. He said that the projection was prepared to provide the Board of Trustees and the Administration an indication of the financial trend and status of the College in future years. The budget projection is conservative and based on the assumption that there will be no significant changes in revenue or expenditures in future years and that the College continues to operate as in the past. There is no provision for new faculty or other new employees and there is no provision for facility rehabilitation. In addition, no provision was made for contingency funds. Chairman Howard stated that the projection is very conservative and provides for a minimum level of equipment acquisition which is probably not adequate to maintain standards of quality at the College.

Member Barch asked if it is correct that a decline is expected from the current fund balance of \$8.3 million to a deficit of \$3.6 million in 1987-88. Mr. Bakas replied that the current fund balance of \$8.3 million is for all funds and the projection is for only the Educational and Building funds. These current fund balances are \$4.4 million and \$.4 million, and at the end of this fiscal year it is anticipated that the balance in the Educational Fund will be \$1.8 million and the balance in the Building Fund will be \$350,000.

OTHER BUSINESS: Member Barch asked how enrollment projections for a decrease in the number of students are based. Dr. Lucas replied that studies of the number of high school students in the district and the percentage of adult citizens expected to attend Harper College indicate decreasing enrollment.

Financial
Planning,
Second Site
and Related
Matters
(cont.)

Dr. Williams stated that the information provided to Board members on Full-Time/Part-Time Faculty Staffing Ratio from 1978-79 through 1983-84 demonstrates the effects of cost containment steps already taken. In 1978-79, 59.6 percent of teaching contact hours were performed by full-time faculty members. In 1983-84, only 46.6 percent of the teaching contact hours were performed by full-time faculty members. Savings of \$180,000 have been realized by reducing the number of full-time faculty. In order to achieve a 50 percent ratio from the current 46.6 percent, it would be necessary to add 12 full-time faculty members at a cost of \$300,000. A decline in the number of full-time faculty members causes a risk of loss of quality of instruction. A major problem with the use of part-time faculty members is lack of student accessibility to the instructors.

President McGrath stated that the part-time faculty is very valuable in career programs. However, the contact between the instructors and the students is limited and the evaluation of part-time teachers is difficult. The span of control for division chairmen becomes very difficult. He added that the 46 percent figure is as low as it is possible to be without loss of quality. Enrollment figures are critical because as enrollments decrease, the current 46 percent figure will rise. He recommended an annual report to the Board of the full-time/part-time faculty ratio.

Member Coste asked whether accrediting bodies address the subject of full- and part-time faculty. Dr. Williams replied that they do not; however, in the case of many vocational programs, the accreditation of programs is done by professional bodies which specify ratios. Chairman Howard asked Faculty Senate President Larry Knight to give his opinions on the subject. Mr. Knight said that he believes there are too many part-time instructors at the present time which can jeopardize programs. He recommended more full-time faculty members for program areas where a decline in enrollment is not anticipated.

Member Bone inquired whether a specific administrator is assigned to work with part-time faculty. Dr. Williams replied that although some colleges have assigned an administrator to deal with part-time faculty, this

OTHER BUSINESS: arrangement has not been proposed at Harper College. Member Bone asked how many full- and part-time faculty are currently employed. Dr. Williams replied that at the present time there are approximately 500 part-time and 200 full-time faculty members. Member Bone asked if the figure of 46.6 percent referred to classroom teaching. Dr. Williams replied that it does refer to classroom teaching.

Financial
Planning,
Second Site
and Related
Matters
(cont.)

Dr. Williams referred to the tabulation of Instructional Capital Equipment, Budget Requests and Budget Approvals 1978-79 through 1983-84. He said that the Administration is attempting to keep up with demands for new equipment but keep costs for that equipment at a minimum. Current funds available are not sufficient to enable the College to purchase equipment needed to maintain acceptable standards.

Member Bone called attention to the expenditures for library books and services and asked about the capabilities of the computerized system. Director of Library Services Eileen Dubin explained that the system is a totally integrated computerized system which involves putting the shelf list on the computer as well as a computerized circulation system and automated acquisition system. Cataloging has already begun. Member Bone said that some colleges and universities participate in a reciprocal borrowing system and are able to locate materials through a computer search. Ms. Dubin replied that the College already has in place an interlibrary borrowing system between more than 4000 libraries.

With regard to physical plant requirements, Mr. Bakas stated that of the needed projects listed, which must be paid from the Building Fund, campus lighting is the primary concern. There are other substantial structural repairs to be made.

Member Coste inquired about the status of HB 1587, the Health, Life and Safety Act, which would enable the College to levy a tax to pay for critical repairs. President McGrath replied that the bill has been approved by the House of Representatives and will soon be voted upon by the Senate. Faculty Senate President Larry Knight reported that he and a group of faculty members went to Springfield and discussed the legislation with Senators from both parties. Although a majority of Senators they talked with appeared to favor the legislation, some Senators were not aware of the proposed bill. Chairman Howard added that favorable responses have been received from Senators Macdonald and Friedland.

OTHER BUSINESS: President McGrath stated that the important factor is the number of Senators favoring the legislation. If a substantial majority approves the legislation, the Governor will be more likely to sign the bill. He added that prospects for the Foundation Rate bill appear unfavorable at this time. Member Coste asked if it would be possible to complete needed projects if the Health, Life and Safety legislation passes. Mr. Bakas said passage of the legislation would provide funds for the projects. It would be necessary for the Board to pass a resolution and then taxes may be levied. It may be possible to levy the taxes this year and receive the money in the 1985-86 year.

Financial
Planning,
Second Site
and Related
Matters
(cont.)

Member Bone asked about the status of the lawsuit regarding the failure of the retaining walls. Director of Business Services Donald Mistic replied that there is no indication when the matter will come to trial.

Chairman Howard added that indications are that the Governor will sign HB 1587 if substantial support has been shown by the Senate.

Student Member Vargas noted that the exterior doors make access by handicapped students difficult. Mr. Bakas said that the question of accessibility by the handicapped is covered in the legislation.

Second Site

President McGrath addressed the subject of sale of the second site by noting that it is extremely unlikely that building on the site would take place. Enrollments are decreasing and expenses for construction are increasing. Population increases are occurring to the west of the College rather than in the northeast section of the district. The Administration recommends that the property be sold.

Director of Planning and Research John Lucas called to the attention of the Board the Opinion Survey Regarding the Second Site. He said that three different samples were taken: a sample of 400 residents living in the northeast section of the district; a sample of 400 residents residing in locations of the district other than the northeast section; and a sample of 200 students enrolled at the Northeast Center. There was no indication of strong opinions on the subject. Of those who expressed an opinion, only 17 percent disagreed with the sale. The surveys indicated that although the Northeast Center is important to those students who already attend classes there, most citizens are not familiar with the Northeast Center.

OTHER BUSINESS: Dr. Williams stated that the second year of a five-year lease is nearly finished. The arrangement has proved to be flexible and valuable. The Northeast Center is particularly valuable for students of English as a Second Language. The Center has data processing laboratories which increase enrollments. Evening enrollments are satisfactory. Students attending classes in the daytime prefer the main campus. Member Coste asked the Center is cost effective. Dr. Williams replied that a study of all costs and revenues has indicated that revenues exceed expenditures.

Second
Site (cont.)

Chairman Howard asked what options are available to the College at the end of the five-year lease. Dr. Williams replied that the College has first refusal if the property is offered for sale. It is necessary to enter negotiations with District 21 within the next year and one-half. Member Coste noted that clauses in the lease should be studied. Member Bone suggested that copies of the lease be provided to Board members. Dr. Williams stated that it may be advisable to buy the property before the lease expires. Member Norwood added that Board members need to consider the expenses and disadvantages of the lack of an elevator, inadequate restrooms and lack of air conditioning. President McGrath added that another disadvantage is inadequate parking, but in general the facility is appropriate. He said that the option to buy is included in the lease but the price for the property will be high.

Chairman Howard stated that if the second site is sold it is necessary to consider the use of the proceeds. President McGrath stated that he believes it would be advisable to keep proceeds from the sale in a separate fund. A certain percentage of the interest earned should be used to protect the principal against inflation. He suggested a formula of 45 percent of interest earned to be spent for educational equipment and 45 percent for capital improvements. The formula should be reviewed periodically.

Member Bone noted that the cost of retiring the bonds, which were sold to purchase the site, must be deducted from the proceeds.

With regard to methods of selling the site, Mr. Bakas remarked that it would be possible to turn the matter over to a real estate broker who would probably charge a commission of 5 or 6 percent. Another method would be to employ a consultant or a real estate manager for a fixed fee. Mr. Bakas recommended that the Board consider employing Mr. Neil J. King as a

OTHER BUSINESS:
Second Site
(cont.)

consultant. Mr. King has performed duties for the College in the past as a consultant dealing with the litigation with the Metropolitan Sanitary District. Mr. Bakas suggested that an agreement be drawn up and Mr. King and any other candidates suggested by the Board be interviewed by members of the Finance Committee.

Member Torisky stated he believed the suggestion would be amenable to the Finance Committee. Mr. Coste suggested that the staff of Administrative Services is competent to handle the sale of the property.

Member Barch stated that before a decision to sell the property is made, it is necessary to determine the price and use of the proceeds. He does not believe it is advisable to employ a consultant before deciding how much money can be raised from the sale. Chairman Howard said she believes an appraisal from a consultant is necessary. Member Barch stated that prospective buyers have indicated a willingness to purchase the property in the \$4 million price range and he feels the services of a consultant may be unnecessary.

Member Coste suggested that the property be sold at a public sale for what it will bring. The Board has the right to reject or accept bids. Member Barch objected to being asked to make a decision without definite information about the price. Member Coste said it is necessary to decide whether to sell the property before determining the price.

Member Torisky stated that the Board must decide whether to sell the site and then determine what method must be employed to accomplish the sale. If offers for the property are inadequate, the Board may refuse them. Member Barch again objected to hiring a consultant before all the information regarding price for the site is obtained. Chairman Howard stated that the Board should first decide whether it is time to sell the property and then consider other factors. The Administration has recommended using the services of a consultant. She added that further discussion regarding the desirability of hiring a consultant could take place after the decision is made whether to sell the property.

Chairman Howard recalled that an offer of \$4 million was made last year. Member Barch said that he did not wish to make a decision at this time; he felt the matter should be explored further. Member Torisky stated that the College is faced with a budget deficit and must take action. Member Barch replied that factors relating to

OTHER BUSINESS: the deficit are not being considered; other methods of reducing the budget deficit should be discussed. Second Site
(cont.) President McGrath stated that although the sale of the property and the budget deficit are separate matters, the sale of the property would have no effect on increasing revenues or decreasing expenditures. Member Torisky stated that all the financial matters are intertwined. President McGrath noted that it is true that all the financial concerns are interrelated and that budget cuts and a possible referendum must still be considered.

Member Bone moved, Member Coste seconded, that the College-owned property consisting of approximately 117 acres and located at Palatine and Schoenbeck Roads, Arlington Heights, Illinois be offered at public sale and that the Administration be directed to solicit offers to purchase from qualified buyers for the purpose of considering acceptance of a proposal which is in the best interest of the College.

Member Barch objected to the motion, stating that the motion is an emotional response and is premature. He believes there is no reason to take action at this time.

Member Coste requested a vote on the motion.. Member Torisky agreed. Chairman Howard asked that all members in favor of calling the question vote "aye". The members voted "aye".

Upon roll call, the vote was as follows:

Ayes: Members Bone, Coste, Howard, Norwood and
Torisky
Nays: Member Barch

Motion carried. Member Vargas voted aye.

Member Coste said that he recommended interviewing more than one consultant; however, he believes the Administration is capable of handling the sale. Chairman Howard asked if the question might be considered at the next meeting of the Finance Committee. The Finance Committee will make a recommendation at the next meeting of the Board of Trustees. Chairman Howard requested the Administration to work with the Finance Committee.

Member Norwood left the meeting at 10:15 p.m.

OTHER BUSINESS: President McGrath said that the passage of a Foundation Financial Planning, Second Site and Related Matters (cont.) tax bill this year is unlikely. Member Coste asked if a referendum is necessary in the event both the Foundation tax bill and House Bill 1587 are approved. President McGrath replied if both bills are approved, a referendum will probably not be necessary.

Member Torisky stated the Board must be prepared for a referendum in case the legislation fails to pass. A great deal of planning is needed for a referendum. He added that neither tuition increases nor tax increases will be sufficient to meet long term needs. He suggested that a referendum be considered for spring 1985. Member Coste agreed. President McGrath added that it is critical that the increase requested be as low as possible.

Member Barch asked if the second site was a main issue in the last referendum. He agreed a referendum is desirable and feels November 1985 would be a good time. Member Bone mentioned that a problem with November 1985 is that three Board seats will be up for election at that time.

Member Torisky stated that the second site was an issue in the last referendum, and the subject was misunderstood by the public. Member Barch said that a successful referendum is essential for expanding services and maintaining quality. Member Torisky stated that a well informed public would help pass a referendum. Good information is essential and a good selling job is important. Member Barch said that a defensive strategy is important in case other methods are unsuccessful. Chairman Howard stated that the consensus of the Board appeared to be to consider a referendum and she would like to refer the subject to the Legislation and Public Affairs Committee for further study.

Member Barch inquired about the number of voters likely to vote and how much support can be expected from the Educational Foundation, the Friends of Harper, the faculty union and other groups. President McGrath stated that much depends upon the day selected for the referendum. The administration, faculty, classified staff and SEIU are in a better position now than in 1978 and would feel more positive about supporting the referendum. Students failed to vote in the last campaign. Member Coste suggested that it is better not to combine a referendum with a general election. Member Bone said that she recommended choosing a time when three Board seats are not up for election. Member Coste said that there is a built-in constituency for passage of the referendum and it is best to avoid a general election.

PRESIDENT'S
REPORT:

President McGrath began his report by stating that negotiation sessions will be held with representatives of the faculty, classified staff and SEIU Local 11 during the last week in May.

A recent report indicated that the default rate on National Direct Student Loans is much lower for Harper College than the national average.

Summer registration has reached 77 percent of the budgeted number. A final count will be available after registration is completed.

The Illinois Arts Council has approved a Harper College request for funding a one-week residency for an Illinois artist. Mr. David Morris, an Illinois sculptor whose works have been exhibited widely in the United States and Europe, will conduct lectures and demonstrations at the College for a week in June.

President McGrath expressed condolences to Mrs. Doloris Johnson and her family following the death of Mr. Willis Johnson. Mrs. Johnson is the Administrative Secretary in the Business and Social Science Division.

Director of Library Services Eileen Dubin organized and moderated a panel on "Meeting the Challenge of Educational Reform" at a meeting of the Illinois Library Association.

Professor LeRoy Mottla addressed the Illinois Library Association meeting on the subject of cooperative bibliographic instruction.

Director of the Nursing Program Judith Dincher coauthored two publications: LPN Assesstest and Total Patient Care.

Professor Elizabeth Hull has been appointed by the National Council of Teachers of English to be regional judge for the 1984 NCTE Achievement Awards in Writing.

Professor Sharon Alter chaired a discussion of "The Gender Gap: Analytical Perspectives" at a recent conference of the Midwest Political Science Association.

Dean George Dorner and faculty members Bill Punkay and Dominic Magno of the Technology, Math and Physical Science Division presented workshops on computer language at a conference of the Illinois Mathematical Association of Community Colleges.

Coordinator of Fire Science Technology Michael Lackman received an award for continuous support of the fire science management program at Southern Illinois University.

PRESIDENT'S
REPORT:
(cont.)

President McGrath continued his report by announcing honors achieved by Harper College athletes. Sophomore Bill Henning earned All-American honors in the decathlon competition at the NJCAA (National Junior College Athletic Association) competition in San Angelo, Texas. Wrestlers Joe Pellettieri, Greg Olegniczak, Karl Sternersen and Robert Radar were named to the Academic All-American Wrestling Team. The Harper College baseball team was champion of the N4C (North Central Community College Conference) Region IV Tournament and placed second in the NJCAA Region IV Tournament.

President McGrath announced that Georgetown University has reserved places for three Harper College students. Scholarships to Transylvania University have been awarded to Erika Reif and Robert Smedley. Vicki Sebela, Russell Domeracki, Teresa Larson, Lori Nesmith and Rhea Worrell have won scholarships to Roosevelt University. Kendall College has named Veronica Hengl and Geanie Kuehnau as scholarship winners. Patricia Wren has received the Illinois Sheriffs' Association Scholarship and Richard Barak has received the General Assembly Scholarship and General Mills Foundation Scholarship. Mary Susan Burkhart was accepted for admission at Georgetown University.

Harper College has been granted full recognition by the Illinois Community College Board.

President McGrath concluded his report by reporting that Dean George Dorner and other faculty members will participate in an annual emergency exercise for ham radio operators to be held outdoors at the College.

ADJOURNMENT:

Member Bone moved, Member Torisky seconded, that the meeting be adjourned.

In a voice vote, the motion carried and the meeting was adjourned at 11:00 p.m.

Kris Howard
Chairman

Janet W. Bone
Secretary