

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 Committee Meeting of the Whole of Thursday,
January 28, 1988.

The committee meeting of the whole was convened at 6:05 p.m.

Present: Chairman Kris Howard, Board Members Barbara Barton,
Michael Miller, Larry Moats, Molly Norwood, Susanna
Orzech, and student trustee Greg Miller.

Absent: Board Member John Coste.

Also present: James McGrath, President; and Felice Avila,
Executive Assistant to the President.

It was moved and seconded that the meeting be adjourned to
executive session.

The committee meeting was reconvened at 10:30 p.m. and was
immediately adjourned.

KRIS HOWARD
Chairman

MOLLY NORWOOD
Secretary

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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 Executive Session of Thursday, January 28, 1988.

The executive session was convened at 6:07 p.m. in the Board Room of the Administration Building, Algonquin and Roselle Roads, Palatine.

Present: Chairman Kris Howard, Members Barbara Barton, Michael Miller, Larry Moats, Molly Norwood, Susanna Orzech, and student trustee Greg Miller.

Absent: Member John Coste.

Also present: James McGrath, President; and Felice Avila, Executive Assistant to the President.

The President advised that the main concern of the Board with the transition process is planning. The Board should have a planning session with the new president using as a basis the strategic planning documents of March, 1987. It is also critical, he said, that planning is done at least every two years to define the Board's direction.

Another critical document the President advised the Board to look at is the Enrollment Planning Guidelines. The Board should be familiar with this document and question the administration regularly on the status of enrollment. The College should also be concerned about its mission. It isn't easy for a community college to try to be all things to all people, and easy for an aggressive administrator to expand and increase enrollment in a particular program at the expense of other programs at the College. The Board must be aware of the population in the district and what its needs are.

The President said that the Board should also be concerned about the North Central Association's report on the College's affirmative action policy. He believes there is no overt racism on campus, but if the College sincerely wants to have students and employees of Black, Asian or Hispanic background, the College should have a plan to accomplish that. The questions are, where are we to find quality people who are minorities, and what can we do to assure them that Harper will be hospitable? Although not an immediate problem, he contends that it could become critical in the future. The College is currently engaged in a revision of the affirmative action plan. He suggested that the Board begin an annual report on this plan.

The President proceeded to evaluate the following administrators: David Williams, Vice President of Academic Affairs; Vern Manke, Vice President of Administrative Services; Bonnie Henry, Vice President of Student Affairs; George Voegel, Dean of Educational Services; Charles Harrington, Dean of Instruction; John Gelch, Dean of Physical Education, Athletics and Recreation; George Dorner, Dean of Technology, Math and Physical Science; Pat Bourke, Dean of Life Science and Human Services; Martin Ryan, Dean of Liberal Arts; Tom Johnson, Dean of

Business and Social Science Division; William Howard, Dean of Continuing Education and Public Services; Al Dunikoski, Dean of Learning Resources; Will Hoffman, Director of Human Performance Laboratory; Steven Catlin, Dean of Admissions and Registrar; Bruce Bohrer, Director of Admissions; Joan Kindle, Dean of Student Development; Art Bowers, Director of Computer Services; Elaine Stoermer, Director of College Relations; and Felice Avila, Executive Assistant to the President.

The schedule for the remaining 13 days that the President would spend at Harper was discussed. It was agreed that President McGrath would attend the February 25th Board meeting. It was also tentatively agreed that the Board would reschedule the March 24 Board meeting, which conflicts with the President's inauguration at Trinity College.

The executive session was adjourned to the regular Board meeting at 8:04 p.m.

The executive session was reconvened at 9:35 p.m.

The Board discussed fringe benefits for college presidents. President McGrath advised the Board not to provide club memberships, but entertainment expense should be reimbursed appropriately. He added that the president should have either a rental car or a college-owned car.

Vice President Manke entered the meeting at 9:40 p.m. and answered questions from the Board concerning the survey report he provided on fringe benefits of presidents from surrounding community colleges. Mr. Manke left the meeting at 9:45 p.m.

President McGrath continued his evaluation of the following administrators: John Lucas, Director of Planning and Research; Ray Devery, Director of Development; Vic Berner, Dean of Business Services and Finance; Don DeBiase, Director of Physical Plant; Fred Vaisvil, Director of Career & Employment Services.

In response to questions, the President stated that the Board should not be concerned about the loss of retiring faculty since there are excellent younger faculty who work well with students.

Student Trustee Miller asked if President McGrath would repeat this session with the new president. Mr. McGrath said he would, if invited.

Member Michael Miller asked if consideration shouldn't be given to putting Computer Services in the Administrative Services area. President McGrath responded that it would not be a problem since this department formerly reported to Administrative Services.

Chairman Howard asked the President to provide a presidential job description. The President said he would prepare this and added that the new president should be encouraged to walk around the campus about three days a week so that he/she is visible and accessible to the College community. Important duties of a president, he said, is keeping up the morale at the College, maintaining financial stability, and watching the quality of the academic program.

Chairman Howard said that these are good topics for Board committee meetings, and that the Board will receive a follow-up memo on what is important in a president's job.

President McGrath left the meeting at 10:20 p.m.

Next, the Board reviewed the presidential search report submitted by Pat Bourke, Chairman of the Presidential Search Advisory Committee.

Chairman Howard also distributed copies of the memo that will be disseminated to the College community concerning the transition plan.

Chairman Howard announced that the Graduation Committee has suggested that President McGrath be invited as guest speaker at Harper's Commencement Exercise.

The executive session was adjourned at 10:30 p.m.

KRIS HOWARD
Chairman

MOLLY NORWOOD
Secretary

WILLIAM RAINEY HARPER COLLEGE
Algonquin & Roselle Roads
Palatine, Illinois

BOARD MEETING

AGENDA

January 28, 1988

8:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Citizen Participation
- IV. Communications
- V. Unfinished Business
 - Student Trustee Report
- VI. Consent Agenda (Roll Call Vote)
 - A. For Approval:
 - 1. Minutes--December 17, 1987 Exhibit VI-A-1
 - 2. Bills Payable, Payroll for December 17, 1987 and January 15, 1988. Estimated Payroll for January 16 through February 29, 1988 Exhibit VI-A-2
 - 3. Financial Statements Exhibit VI-A-3
 - B. For Information:
 - 1. Committee Reports Exhibit VI-B-1
 - 2. Grants and Gifts Status Reports Exhibit VI-B-2
- VII. Approval of Bid Awards/Purchase Awards Exhibit VII
- VIII. New Business
 - A. RECOMMENDATION: Personnel Actions
 - 1. Personnel Action Sheets Exhibit VIII-A-1
 - 2. Early Retirements--Faculty
 - a. Biology--Life Science and Human Services Exhibit VIII-A-2-a
 - b. Biology--Life Science and Human Services Exhibit VIII-A-2-b
 - c. Fashion Design--Liberal Arts Exhibit VIII-A-2-c
 - d. Economics--Business and Social Science Exhibit VIII-A-2-d
 - e. Chemistry--Technology, Mathematics and Physical Sciences Exhibit VIII-A-2-e
 - f. Student Development Exhibit VIII-A-2-f
 - g. Operating Room Technician--Life Science and Human Services Exhibit VIII-A-2-g
 - B. RECOMMENDATION: Student Services Grants Exhibit VIII-B

- C. RECOMMENDATION: Board Policy Manual Amendment--Second Reading and Approval Exhibit VIII-C
- D. RECOMMENDATION: Resolution Designating Person to Prepare 1988-89 Tentative Budget Exhibit VIII-D
- E. RECOMMENDATION: Employment of Architect for Recommendations and Specifications on Facilities Exhibit VIII-E
- F. RECOMMENDATION: Employment of Engineer to Complete MSD Sewer System Evaluation Survey Exhibit VIII-F
- G. RECOMMENDATION: Compliance with MSD Excessive Infiltration/Inflow Elimination Program Exhibit VIII-G

IX. Other Business

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, January 28, 1988

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, January 28, 1988 at 8:15 p.m. in the Board Room of the Administration Building, Algonquin and Roselle Roads, Palatine. Chairman Howard welcomed Mrs. Bette McGrath and students Bob Bois, Suzanne Arnston, Gwyn Smith, Mike Hamrin, Alleyne Hoyt, Pat Ryan and Doug Ray to the meeting.

ROLL CALL: Present: Members Barton, Howard, Miller, Moats, Norwood, Orzech and Student Member Miller
Absent: John Coste

Also present: James J. McGrath, President; Bonnie Henry, V.P. Student Affairs; Vern Manke, V.P. Administrative Services; David Williams, V.P. Academic Affairs; Felice Avila, Executive Assistant to the President; Ruth Williams, Recording Secretary; Vic Berner, Dean of Business Services and Finance; Pat Bourke, Dean of Life Science and Human Services; Steve Catlin, Dean of Admissions and Registrar; Charles Harrington, Dean of Instruction; Bill Howard, Dean of Continuing Education and Program Services; Joan Kindle, Dean of Student Development; Liz McKay, Dean of Special Programs and Services; George Voegel, Dean of Educational Services; Bruce Bohrer, Director of Admissions, Art Bowers, Director of Computer Services; Don DeBiase, Director of Physical Plant; Ray Devery, Director of Development; Larry Haffner, Director of Academic Computing; Jack Lucas, Director of Planning and Research; Russ Mills, Director of Placement; Jeanne Pankanin, Director of Student Activities; Elaine Stoermer, Director of College Relations; Fred Vaisvil, Director of Career and Employment Services. Faculty: Phil Stewart, President, Faculty Senate; Jay Singelmann, Mary Jo Willis. Classified/Professional Technical Staff: Linda Pones, Chairman, Classified Employee Council; John Callahan, Photographer; Steve Dudek, Accounting Manager; Kathy Ferreira, Secretary to the President; Peg Gorman, Personnel Specialist; Thea Keshavarzi, Purchasing Agent; Laurie Wren, Executive Secretary; Joan Young, Publications Coordinator. Students: Bob Bois, Suzanne Arnston, Gwyn Smith, Mike Hamrin, Alleyne Hoyt, Pat Ryan and Doug Ray. Other guests: Bette McGrath,

ROLL CALL
(cont.) Susan White, Pioneer Press; John Carpenter, Paddock Publications; John C. Muehlenberg, Beling Consultants; Michael Gilfillan, Legat Architects.

Chairman Howard expressed regret on the departure of President McGrath and thanked him for his service to the College. She presented President McGrath an aerial photograph of the College, a plaque commemorating his years of service and a framed copy of House Resolution 1031 commending him which was passed by the State House of Representatives. President McGrath thanked Chairman Howard and the Harper College community for their support.

CITIZEN PARTICIPATION: There was no citizen participation.

COMMUNICATIONS: There were no communications.

UNFINISHED BUSINESS:
Student Trustee Report Student Member Miller reviewed the transfer process and reported that Harper College students who transfer to four-year institutions achieve grade point averages equal to transfer students from other colleges and students who enter the institutions as freshmen.

CONSENT AGENDA: Member Barton moved, Member Norwood seconded, approval of the items in the Consent Agenda as shown in Exhibit VI-A-1 through VI-A-3 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Minutes There were no corrections to the minutes of the Regular Board Meeting of Thursday, December 17, 1987.

Bills Payable,	Educational Fund	428,021.30
Payroll,	Operating, Building & Maintenance Fund	272,185.52
Estimated	Operating, Building & Maintenance Fund	
Payroll,	(Restricted)	6,012.17
Estimated	Bond & Interest Fund	448.63
Utility	Auxiliary Fund	470,009.68
Bills and	Restricted Purposes Fund	36,000.25
Integral	Trust & Agency Fund	192,591.04
Systems	Liability, Protection & Settlement Fund	31,986.25
	Federal Funds	9,012.90

The payroll of December 15, 1987 in the amount of \$993,332.88; the payroll of December 31, 1987 in the amount of \$973,577.54; the payroll of January 15, 1988 in the amount of \$759,203.84; the estimated payroll of January 16, 1988 through February 28, 1988 in the amount of \$4,130,063.10; estimated utility bills in the amount of \$125,000.00 and Integral Systems in the amount of \$75,000.00.

CONSENT
AGENDA
(cont.)
Financial
Reports

Concerning the Financial Reports, Member Miller inquired why amounts received from state apportionment were not shown. Vice President Manke replied funds due to the College from state apportionment were not received until the end of December. Because the funds arrived late, it was necessary to withdraw money from the fund balances. The next payment from the State will also be late. Consequently, investment income will diminish as the fund balances are temporarily reduced.

Member Miller asked about revenue from tuition. Mr. Manke replied receipts will exceed last year's but the refund period is not yet over. However, tuition refunds have decreased recently and enrollment has increased. Member Miller asked for an estimate of tuition revenue for the year. Mr. Manke replied tuition income may be approximately \$184,000 more than what was budgeted for 1987-88.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Howard, Miller, Moats,
Norwood and Orzech

Nays: None

Motion carried. Student Member Miller voted aye.

Committee
Reports and
Grants and
Gifts Status
Report

Chairman Howard called attention to the report from the Educational Foundation, noting that \$35,000 had been received in December.

BID AWARDS:

Member Miller moved, Member Norwood seconded, approval of the Bid Awards as shown in Exhibit VII-A (1-3) (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Ex. VII-A1 Award bid Q7979 to IBM Corporation for \$14,565.00 and Haggerman & Company, Inc. for \$2,250.00, the low bidders for computers and peripheral equipment, for a total award of \$16, 815.00.

Ex. VII-A2 Award bid Q7981 to D.O.S. Computers (Niles) for \$876.00, MicroAge Computer Stores for \$5,126.00, Metropolitan Computer Video Systems for \$6,382.64, the Microcomputer Academy for \$13,395.00, and Digital World for \$23,715.00, the low bidders for the Amiga computers and peripheral equipment, for a total award of \$49,694.64.

BID AWARDS:
(cont.) Exhibit VII-A3 Award bid Q7983 to Fox Valley Fire and Safety Company, the low bidder for the repair and alterations of campus fire alarm system, in the amount of \$365,948.00.

Member Miller inquired whether the computer equipment being ordered for the CAD/CAM Department is powerful enough. Director of Computer Services Art Bowers replied that it was.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Howard, Miller, Moats,
Norwood and Orzech

Nays: None

Motion carried. Student Member Miller voted aye.

PURCHASE ORDERS: Member Miller moved, Member Norwood seconded, approval of the purchase orders as listed in Exhibit VII-B (1-2) (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Barton, Howard, Miller, Moats,
Norwood and Orzech

Nays: None

Motion carried. Student Member Miller voted aye.

NEW BUSINESS:
Personnel Actions Member Norwood moved, Member Barton seconded, approval of the personnel actions listed in Exhibit VIII-A-1 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Classified, SEIU Appointments

Geraldine Resner, Head Cashier, 12/16/87, \$18,500
Norman Duesler, Program Asst., 12/17/87, \$14,991
Bonnie Kurth, Clerk Typist I, p/t, 12/17/87, \$6,562
Barbara Zweifel, Clerk Typist I, p/t, 12/17/87, \$5,633
Karl Johnson, Equipment Room Attendant, p/t, 12/17/87,
\$9,495
Nancy Domain, Secretary I, 12/21/87, \$14,227
Barbara Levine, Lead World Processing Operator,
1/01/88, \$20,700
Doris Lee, Food Service Helper I, p/t, 1/12/88, \$5,712
Michelle Swanson, Clerk Typist I, p/t, 1/13/88, \$5,821
John Griffin, Custodian, p/t, 1/14/88, \$6,666
Scott Keiler, Lab Asst., Computer Operator, p/t,
1/19/88, \$10,661

NEW BUSINESS: Classified Terminations

Personnel
Actions
(cont.)

James Gleich, Food Service Helper I, p/t, 1/08/88
Briget Calendo, Secretary I, 1/08/88
Patricia Roberts, Editor/NewsWriter, 1/15/88
Toni DiOrio, Student Outreach Associate, 1/18/88
Gail Karch, Clerk, p/t, 1/23/88
Mary Kay Lochner, Clerk, p/t, 1/29/88

Member Miller asked what sort of grant is funding the new position of Clerk Typist I, p/t, for the CAD/CAM Center. Dean of Technology, Math and Physical Science George Dorner replied that the position is funded by the Private Industry Council (PIC). The College now has the responsibility for work on the PIC contracts.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Howard, Miller, Moats,
Norwood and Orzech
Nays: None

Motion carried. Student Member Miller voted aye.

Member Barton moved, Member Orzech seconded, approval of the early retirement requests listed in Exhibit VIII-A-2 (a-g) (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Professor Ray DePalma, Biology Department
Professor Donovan Wachlin, Biology Department
Professor Chieko Nambu, Fashion Design Department
Professor Gene Kimmet, Economics Department
Professor Joseph Clouser, Chemistry Department
Professor Marguerite Ewald, Counseling Department
Professor Shirley Phillips, Operating Room Technician
Department

Chairman Howard noted that the number of faculty members requesting early retirement under the terms of the faculty contract reflects the current age of the faculty.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Howard, Miller, Moats,
Norwood and Orzech

Motion carried. Student Member Miller voted aye.

NEW BUSINESS:
Personnel
Actions
(cont.)

Vice President of Academic Affairs David Williams explained that the service to the College by the retiring faculty members added together represents 130 years. The administration is now working on next year's staffing needs. The faculty members leaving have been outstanding employees, and the administration will move cautiously to fill the positions. President McGrath noted that even without early retirement, many faculty members would soon be leaving. It is important to have dynamic new instructors on the faculty.

Larry Moats moved, Barbara Barton seconded, to thank the retiring faculty members for their outstanding service.

In a voice vote, the motion carried.

Student
Service
Grants

Member Orzech moved, Member Barton seconded, approval of the fall 1987 student service grants as described in Exhibit VIII-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Barton, Howard, Miller, Moats,
Norwood and Orzech

Nays: None

Motion carried. Student Member Miller abstained.

President McGrath thanked the students for participating in student activities.

Amendment
to Board
Policy
Manual

Member Miller moved, Member Norwood seconded, to adopt the Amendment to the Board Policy Manual following the second reading, as shown in Exhibit VIII-C, (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

Resolution
Designating
Persons to
Prepare
1988-89
Budget

Member Norwood moved, Member Barton seconded, to adopt the resolution designating persons to prepare a tentative budget for 1988-89 as shown in Exhibit VIII-D (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Moats inquired about time requirements for the budget. President McGrath replied the budget is reviewed in March, public hearings are held in June and final approval is in August.

NEW BUSINESS:

Resolution
Designating
Persons to
Prepare 1988-89
Budget
(cont.)

Upon roll call, the vote was as follows:
Ayes: Members Barton, Howard, Miller, Moats,
Norwood and Orzech
Nays: None
Motion carried. Student Member Miller voted aye.

Employment
of
Architect

Member Moats moved, Member Norwood seconded, to approve the sum of \$8,000 to Legat Architects for educational specifications and programming services, with \$8,000 to be used as a credit for further architectural work if further work is done in regard to the construction of a new building. (Exhibit VIII-E, attached to the minutes in the Board of Trustees' Official Book of Minutes).

Mr. Manke stated that approving the project in stages will not delay the project. Specifications will be studied in July and August following meetings with campus groups. Member Moats inquired if a date has been determined for the beginning of construction. Mr. Manke replied a date will not be known until the scope of the project is determined and the Board has approved the project.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Howard, Miller, Moats,
Norwood and Orzech
Nays: None

Motion carried. Student Member Miller voted aye.

Employment
of
Engineer -
MSD Sewer
System
Evaluation

Chairman Howard explained that the College must comply with the inspection required by the Metropolitan Sanitary District to determine if infiltration is present in the sanitary sewer system and if so, to take corrective measures.

Member Moats moved, Member Barton seconded, approval of the employment of Beling Consultants, Inc. to conduct and complete the Sewer System Evaluation Survey and to provide engineering services as described in Exhibit VIII-F (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Barton, Howard, Miller, Moats,
Norwood and Orzech
Nays: None

Motion carried. Student Member Miller voted aye.

NEW BUSINESS:
Compliance
with MSD
Excessive
Infiltration/
Inflow
Elimination
Program

Member Barton moved, Member Moats seconded, to authorize the Chairperson and Secretary of the Board to sign the necessary documents indicating the intent of the College regarding a Corrective Action Program to comply with the requirements of the Metropolitan Sanitary District as shown in Exhibit VIII-G (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Miller stated he assumes the authority will be used only if it is not possible to bring the matter to the Board. Chairman Howard agreed.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Howard, Miller, Moats,
Norwood and Orzech
Nays: None

Motion carried. Student Member Miller voted aye.

OTHER
BUSINESS:

President McGrath stated that an excellent report has been received from the North Central Association of Colleges and Secondary Schools recommending the maximum extension of accreditation of 10 years. Professors John Muchmore, Joann Powell and Roger Mussell prepared an excellent, honest report. President McGrath thanked the faculty, administration and staff for their hard work. He reviewed some of the comments of the team: enrollment in career education has decreased in line with a national trend; the Learning Resources Center is overcrowded; the affirmative action plan is now 12 years old and is being revitalized; additional low technology career programs are needed. Strengths of the institution were cited: the self-study document was very well prepared; cooperation throughout the College in the referendum effort was exemplary; the mission of the College is well defined; the public relations office is effective; enrollment has increased in continuing education courses; the Board of Trustees is capable; the committee structure works well; the classified staff has a good relationship with the faculty and administration; student activities programs are good; and graduates are finding good placement.

Member Barton read the following resolution:

As you know, a team from the North Central Association of Colleges and Secondary Schools visited Harper College this past fall to evaluate the College and make a recommendation to the Association regarding extension of accreditation. The final report from the North

OTHER

BUSINESS:

North
Central
Association
of Colleges
and Secondary
Schools
(cont.)

Central Association has been received with the recommendation that Harper College be granted the maximum continuation of accreditation which is ten years. Final action will come at the annual meeting of the North Central Association in the spring of 1988. The report commended the Board of Trustees, administration, faculty and staff of Harper College.

The Board of Trustees wishes to go on record with the following resolution: NOW THEREFORE BE IT RESOLVED that the Board of Trustees of William Rainey Harper College express appreciation to President James J. McGrath, the administration, faculty and staff of Harper College who have worked together cooperatively with the Board of Trustees to establish and maintain an environment of academic excellence and respect and support for the individual student, employee and community member. Special gratitude is expressed to Drs. John Muchmore, Roger Mussell and Joann Powell who compiled the self-study document which provided the material reviewed by the North Central evaluation team prior to the campus visit and which contributed to the recommendation for continuation of accreditation for Harper College for ten years which is the maximum number of years granted by the Association.

Member Barton moved, Member Moats seconded, that the Resolution be adopted.

In a voice vote, the motion carried.

Resolution
for President
McGrath

Chairman Howard read the following resolution commending President McGrath:

WHEREAS, James J. McGrath served as President of William Rainey Harper College in Palatine, Illinois between 1978 and 1988; and

WHEREAS, Jim McGrath devoted time, talent and energy to restore financial stability to Harper College, to improve employee morale, and to create an educational and physical environment conducive to positive learning experiences; and

WHEREAS, Jim McGrath gave unselfishly of his expertise to serve as an officer, director and member of numerous civic, cultural and charitable organizations to benefit the community; and

WHEREAS, Jim McGrath set an example for all to follow of scholarship, humility, honor, humor, sensitivity and integrity; now therefore be it

OTHER
BUSINESS:
Resolution
for President
McGrath

RESOLVED, that the Board of Trustees of William Rainey Harper College, on behalf of the College and the citizens of Illinois Community College District 512, express deep appreciation for the dedication, loyalty, commitment, leadership and continuing friendship of James J. McGrath.

Kris Howard, Chairman
Board of Trustees

Molly Norwood, Secretary
Board of Trustees

Member Barton moved, Member Norwood seconded, approval of the Resolution for President McGrath.

In a voice vote, the motion carried.

PRESIDENT'S
REPORT:

President McGrath thanked the Board of Trustees, administration, faculty and staff for their support. He asked Director of Development Ray Devery to accept a check for planting a tree on campus.

Dean of the Learning resources Center Al Dunikoski served as a judge in a video competition sponsored by the Community College Association for Instruction and Technology.

Five poems by Nawanna Rodgers, retired supervisor of the Graphics Department, have been accepted by various publishers. One sonnet will appear in the anthology of the National Library of Poetry.

Athletics Academic Coordinator Tom Choice presented a program entitled "Creating an Athletic Academic Advising Program at a Community College" at the 1988 convention of the National Association of Academic Advisors for Athletics. He also serves as regional representative on the Community College Commission of the N4A.

Coach John Eliasik spoke at the football coaches' January clinic. He was named "Region 4 Coach of the Year" by the NJCAA.

Director of Development Ray Devery was cited as a superior speaker in the January 1988 issue of Currents, a publication of the Council for the Advancement and Support of Education. The award is based on audience evaluation of CASE conference presenters.

PRESIDENT'S
REPORT:
cont.)

Dean of Educational Services George Voegel received the 1988 L.C. Larson Service award presented at the annual convention of the Association for Educational Communications and Technology (AECT) in New Orleans this month.

Professor Cathy Albergo presented a program at the meeting of the Northwest Suburban Music Teachers Association.

Professor Robert Tillotson was appointed by the National Association of Schools of Music to serve on a three-member Community/Junior College Commission to evaluate music programs in two-year institutions.

Dean of Admissions and Registrar Steve Catlin reported that spring enrollment figures show an increase of 7 percent in headcount and 6 and 1/2 percent increase in full-time equivalent (FTE) students. He anticipated a final FTE figure of approximately 5 percent increase over last spring.

A study recently completed by Director of Planning and Research John Lucas indicated that 23.4 percent of Harper College students have a bachelor's degree or higher.

Dean of Educational Services George Voegel is working with the Smithsonian Institution, the Arlington Heights Memorial Library, School District 214 and Roosevelt University to provide a series of events in the north-west suburban area.

The Harper College Fashion Design Program won first prize in the career clothing category of the annual fashion design contest sponsored by the Fashion Group of Chicago. Harper student Eva Osiowy won the \$2,500 scholarship provided by the group. Two other Harper designers were among the 15 finalists.

The CBS evening news this week will contain a report on the remedial math classes taught by Harper College at Motorola. The report is part of a story by Dan Rather on what corporations are doing to improve basic skills of employees.

ADJOURNMENT
TO EXECUTIVE
SESSION:

Member Norwood moved, Member Moats seconded, that the Board adjourn to Executive Session for the purpose of discussing the appointment, employment, salary or dismissal of personnel.

ADJOURNMENT
TO EXECUTIVE
SESSION:
(cont.)

Upon roll call, the vote was as follows:

Ayes: Members Barton, Howard, Miller, Moats,
Norwood and Orzech
Nays: None

Motion carried and the Board adjourned to Executive Session at 9:25 p.m.

ADJOURNMENT:

Member Barton moved, Member Norwood seconded, that the Board return to Regular Session.

In a voice vote, the motion carried.

Member Barton moved, Member Norwood seconded, that the meeting be adjourned.

In a voice vote, the motion carried, and the meeting was adjourned at 10:30 p.m.

Kris Howard, Chairman

Molly Norwood, Secretary