

WILLIAM RAINEY HARPER COLI  
1200 West Algonquin Road  
Palatine, Illinois

BOARD MEETING

AGENDA

June 28, 1990

\*7:15 p.m.

- I. Call to Order
- II. Roll Call
- III. Citizen Participation
- IV. Communications
- V. Unfinished Business
  - Student Trustee Report
- VI. Approval of Consent Agenda (Roll Call Vote)
  - A. For Approval
    - 1. Minutes--May 24, 1990 Regular Board meeting and executive sessions Exhibit VI-A-1
    - 2. Bills Payable, Payrolls for May 18, June 1, and June 15 1990. Estimated payrolls for June 16 through July 27, 1990 Exhibit VI-A-2
  - B. For Information
    - 1. Financial Statements Exhibit VI-B-1
    - 2. Committee and Liaison Reports Exhibit VI-B-2
    - 3. Grants and Gifts Status Report Exhibit VI-B-3
- VII. Approval of Bid Awards/Purchase Orders Exhibit VII
- VIII. New Business
  - A. RECOMMENDATION: Personnel Actions Exhibit VIII-A
  - B. RECOMMENDATION: Intergovernmental Agreement -- Purchase of Natural Gas Exhibit VIII-B
  - C. RECOMMENDATION: Renewal of Lease -- Northeast Center Exhibit VIII-C
  - D. RECOMMENDATION: Resolution for Approval of 1990-91 Life Safety Projects Exhibit VIII-D
  - E. RECOMMENDATION: Student Service Awards Exhibit VIII-E
  - F. RECOMMENDATION: Confirmation of Appointments -- Educational Foundation Directors Exhibit VIII-F
  - G. RECOMMENDATION: Resolution to Establish 1990-91 Budget Hearing Date Exhibit VIII-G
  - H. RECOMMENDATION: Cooperative Agreement -- Copley Memorial Hospital Exhibit VIII-H
  - I. RECOMMENDATION: Resolution to Establish Designated Fund Reserves Exhibit VIII-I

- J. BOARD INFORMATION: 1989-91 Biennial Goals Status Report Exhibit VIII-J
- \* IX. Other Business - Presentation: Computer Long-Range Plans  
(7:15 p.m.)
- 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, June 28, 1990

CALL TO ORDER: The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chairman Barton on Thursday, June 28, 1990 at 7:15 p.m. in the Board Room of the Administration Building, 1200 W. Algonquin Road, Palatine, Illinois.

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

Also present: Paul Thompson, President; David Williams, V.P. Academic Affairs; Bonnie Henry, V.P. Student Affairs; Vern Manke, V.P. Administrative Services; Felice Avila, Executive Assistant to the President; Laurie Wren, Recording Secretary; Steve Catlin, Dean of Admissions and Registrar; George Dorner, Dean of Technology, Mathematics and Physical Sciences; Bill Howard, Dean of Continuing Education and Program Services; Joan Kindle, Dean of Student Development; George Voegel, Dean of Curriculum Development; Larry Bielawa, Director of Personnel; Art Bowers, Director of Computer Services; Don DeBiase, Director of Physical Plant; Ray Devery, Director of Development and External Affairs; Larry Haffner, Director of Academic Computing; Elaine Stoermer, Director of College Relations; and Fred Vaisvil, Director of Career Planning Center. Faculty: Roger Mussell, President, Faculty Senate; and Faculty members George Evans, Karen Hale, Paul Holdaway, David Macaulay, Gerald Mellenthin and Roy Mottla. Professional/Technical Staff: Charlene Christin, Classified Employee Council; Steve Dudek, Accounting Manager; Charles Faenza, Audiovisual Technician; Russ Kingsley, Program Services Specialist; Thea Keshavarzi, Purchasing Agent; Bill Neumann, Television and Systems Engineer; and Joan Young, Publications and Communication Services Manager. Guests: Pat O'Connor, Early Childhood Conference and Jean Wright, Paddock Publications.

PRESENTATION:  
Computer  
Long-Range Plans

President Thompson stated that the Board had received information recently regarding computing and information systems. He added that Directors Bowers and Haffner were in attendance to share perspectives on administrative and instructional support for the College. He noted that the mission of the College is to serve students as efficiently and effectively as

PRESENTATION:  
Computer  
Long-Range Plans  
(cont.)

possible. In conjunction with this, the College continues its work on the Preferred Future program in order to determine where and what Harper should be in the next century. The field of technology is a vital aspect of future plans for the College. President Thompson provided an overview of the information systems plan.

Member Bakas entered the meeting at 7:20 p.m.

President Thompson explained that the administration had identified eight separate, yet interrelated, segments necessary for information management and dissemination. These are: registration; instruction; electronic mail/messages; library/media access/distribution; management information and information-sharing; telephone/telecommunications; planning/research/publications; and interactive video. He noted that the automated library system is already in place.

In order to accomplish other segments of the plan, it is felt that outside resources are necessary. In addition, philosophies should be developed to meet future needs and incorporate computer linkages.

After review and discussion of this matter, the administration believes that the following components should be addressed: personnel, including staff development; facilities -- infrastructure; organizational structure, including the role of committees; a ten-year long-range plan; acquisitions; and access/security. President Thompson pointed out that the environment is becoming more and more technical and it is important to be cognizant of this fact when discussing technology and the future of Harper College. He stated that the budget has adequate funds for immediate needs and he felt that the resources requested were essential. He added that it may be necessary to refigure how the resources are allocated as work progresses with the consultants during the next few months.

Vice President Henry stated that Directors Bowers and Haffner would provide additional information regarding plans for administrative computing and the networking plan.

Member Howard entered the meeting at 7:30 p.m.

Director Bowers pointed out that technology is changing rapidly and access to information will also require changes and retraining of personnel. The College is seeking advice from outside sources and is investigating individuals and firms who work with other colleges and universities. One of the vital

PRESENTATION:  
Computer  
Long-Range Plans  
(cont.)

issues ahead involves a decision regarding staying with the kind of mainframe environment that is in use, types of software packages, and the various methods used to gain access to data.

Director Bowers explained that a few years ago, the College made a significant direction change into the data base management world and spend significant dollars to bring in IDMS and the necessary tools to ease our own development in data management. He stated that IDMS has been sold recently and the College is faced with converting to a different technology which would involve retraining. Various options are being reviewed, such as a complete new system or a partial new system of packaged software in lieu of continuing to develop programs in-house.

Member Norwood and Student Member Trippiedi entered the meeting at 7:37 p.m.

In regard to the networking plan, Director Bowers stated that the administration is seeking an experienced, high-level technician to provide input and guidance for the coming year relative to administrative computing and information for development of computer applications for future use campuswide.

Director Haffner explained that the academic computing plan covers a wider range than the administrative plan. He stated that there are two key points to consider: 1) the use of computing in instruction will continue to grow; and 2) networking, especially in instruction, is a fact of life and its importance will increase as more of the campus offices are linked together. He noted that the bid awards and purchase orders reflect this growth and the upcoming plan for academic computing. Additional growth is anticipated for non-traditional areas such as the art department, interior design and continuing education. In the fall, computers will be a part of the journalism curriculum and the ESL program. He added that the bid awards also reflect computer purchases for development of instructional materials in biology, physics and chemistry and he predicted that growth in these areas will necessitate more lab facilities in the future. A future issue to be faced will involve the use of computers in faculty offices, requiring further networking capabilities. He felt that it was vital to understand the importance of computing in the curriculum.

Director Haffner stated that computer growth at Harper has been ten-fold over the past five years although the budgets for staffing and maintenance have not increased at the same rate. He added that

PRESENTATION:  
Computer  
Long-Range Plans  
(cont.)

it is difficult to provide support for the increased amount of equipment with the present staff. In addition, he felt that training and retraining would always be necessary.

Vice President Henry commented that one of the strengths of computing at Harper has been the working relationship between Directors Bowers and Haffner. President Thompson has stressed the importance of computer awareness, knowledge and involvement by members of the Executive Council. She stated that this interest, along with recommendations from the EDUCOM report and education received from IBM, has led to a better understanding of computer technology and a realization that changes are necessary. The administration believes that it is important to secure the services of a consultant to provide the assistance and expertise necessary in terms of the networking plan and selection of software packages. The decisions to be made are crucial in terms of the direction which should be taken in regard to both academic and administrative computing.

Vice President Henry acknowledged that a management information system, as requested by the Board in the past, is also needed. She explained that a significant amount of data is available on the computer but it is very difficult to access. She expressed hope that a software package could be purchased to enable the College to obtain the information. She stated that budget considerations have been discussed and it is possible that, after a plan has been developed, the administration may request that funds be reallocated. She also noted that additional training is necessary in order to take full advantage of the usage of computers for teaching, learning, and administrative purposes.

Member Moats felt that it was only a matter of time before the entire campus is networked. However, he expressed concern about the urgency to acquire computer equipment which quickly becomes outdated due to new technology. He felt that consultants are useful if advice is needed on specific questions, but consultants generally tend to have a narrow interest and it might be more advantageous for Harper staff to investigate various possibilities on their own. He agreed that the use of available software is less costly and easier to maintain. Chairman Barton commented that it is possible for a consultant to provide a fresh insight by reviewing the overall picture and identifying key areas which should be addressed. Director Bowers stated that in contacting potential consultants for the networking system, various issues have surfaced and additional knowledge has been gained regarding successes and failures.

PRESENTATION:  
Computer  
Long-Range Plans  
(cont.)

Vice President Henry pointed out that the original computer plan which was submitted to the Board has been modified because the administration has determined that the overall picture should be taken into consideration so that all segments will work together.

Member Coste asked what the new system would replace or save. Director Haffner replied that the proposed system would improve the quality of instruction. It should also relieve faculty of time-consuming tasks so that more time can be devoted to instruction. He felt that additional personnel would be required to assist with the new system. Member Coste stated that he was concerned about how far the College should go, financially and otherwise, with the computer plan. Vice President Henry stated that one of the major issues at present is that it is not possible to access the data required to make decisions easily. Member Orzech stated that she believes in technology and its purpose in education. However, whether the data needed is academic or administrative, she felt that someone has to know when it ceases to be cost effective for the College in the education of students. She believed that this was also the concern of Members Coste and Moats. Director Bowers replied that it is important to find the balance between improving the quality of education and access to information on a reasonable and economic basis so that the Board and the administration can do a better job of management in the future. Member Orzech also expressed concern about the need for an increase in personnel to use the technology and stated that she was not convinced of this fact. She felt that additional staff training may be necessary. Director Haffner responded that this has been addressed through some reorganization, centralizing and redefining jobs in both areas.

Member Bakas commented that community colleges have been discussing data processing and management information systems for quite some time. He questioned why the institutions do not address this matter on a cooperative basis. Director Bowers replied that cooperative efforts have been attempted several times but have not been successful because the various colleges have different systems and unique needs. He suggested that possibly the Board could assist in this effort by addressing the issue through the ICCTA. Member Bakas also commented on the student accounts receivable system and wondered if the College is ready to proceed with another program.

PRESENTATION:  
 Computer  
 Long-Range Plans  
 (cont.)

In response to Member Trippiedi, Director Haffner stated that 95 percent of the computer purchases recommended for approval tonight will be placed in student labs.

On behalf of the Board, Chairman Barton expressed appreciation to Vice President Henry and Directors Bowers and Haffner for the overview of the computer long-range plan.

CITIZEN PARTICIPATION:

Chairman Barton noted that Ms. Pat O'Connor, a representative of the Early Childhood Conference Committee, was in attendance. Ms. O'Connor thanked the Board for their support of the program. She noted that over 800 early childhood professionals attended the April 21 conference at Harper College during which 54 workshops were presented. She felt that such attendance demonstrates the need for education in this field. On behalf of the Early Childhood Conference, Ms. O'Connor presented the Board and the administration with tokens of appreciation for their continued support and response to the needs of the community. Member Norwood commented that several of her friends were in attendance at the conference and felt that it was outstanding. Chairman Barton thanked Ms. O'Connor and extended best wishes for continued success with future conferences.

COMMUNICATIONS:

There were no communications.

UNFINISHED BUSINESS:  
 Student Trustee Report

Student Member Trippiedi reported that he had met with Director of Student Activities Jeane Pankanin and Student Activities Coordinator Michael Nejman to discuss upcoming fall activities.

CONSENT AGENDA:

Member Orzech moved, Member Norwood seconded, approval of the Consent Agenda including the minutes of the May 24, 1990 Regular Board meeting and executive sessions, bills payable, payrolls, estimated payrolls, financial statements, committee and liaison reports, and grants and gifts status report, as described in Exhibits VI-A-1, VI-A-2, VI-B-1, VI-B-2 and VI-B-3 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Minutes

There were no corrections to the minutes.

Bills Payable

Education Fund	\$ 568,477.57
Operations & Maintenance Fund	231,748.86
Oper. and Maint. Fund (Restricted)	204,483.60
Auxiliary Fund	291,826.49
Restricted Purposes Fund	47,718.70
Trust and Agency Fund	840,591.89
Liability, Protection & Settlement Fund	12,531.32
Federal Funds	7,672.05



CONSENT AGENDA:  
Bills Payable  
(cont.)

The payroll of May 18, 1990 in the amount of \$1,094,062.95; the payroll of June 1, 1990 in the amount of \$859,091.65; and the payroll of June 15, 1990 in the amount of \$778,054.91; estimated payrolls of June 16, 1990 through July 27, 1990 in the amount of \$3,298,850.31; estimated utility bills in the amount of \$120,000.00; and payments to Triton Community College for chargebacks for spring 1990 in the amount of \$1,369.26; Paula Deeken for tuition reimbursement in the amount of \$165.00; Alpha Omega Consulting in the amount of \$4,537.50; and EBSCO Subscription Service in the amount of \$41,904.70.

Financial  
Statements

There were no questions regarding the financial statements.

Committee and  
Liaison Reports

There were no comments regarding the committee and liaison reports.

Grants and Gifts  
Status Report

There were no comments or questions regarding the grants and gifts status report.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Trippiedi voted aye.

BID AWARDS:

Member Howard moved, Member Orzech seconded, approval of the bid awards as outlined in Exhibit VII-A1 through VII-A12 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Moats requested that Exhibit VII-A7 be excluded from the motion. Board members agreed and the motion was so amended.

Ex. VII-A1 Award bid Q8258 to Browning-Ferris Industries, the low bidder for trash removal for a two-year period, in the amount of \$58,876.80.

Ex. VII-A2 Award bid Q8261 to Motorola, Inc. for \$6,508.56 and to Sun Microsystems, Inc., for \$3,156.00, the low bidders for maintenance agreements covering Sun computer hardware and software, for a total award of \$9,664.56.

Ex. VII-A3 Award bid Q8260 to Gandalf Data, Inc., the only bidder for a maintenance agreement covering Gandalf computer equipment, in the amount of \$9,240.00.

BID AWARDS:  
(cont.)

- Ex. VII-A4 Award bid Q8248 to Memorex/Telex Corporation, the only bidder for a maintenance agreement covering the Memorex Magnetic Tape Sub-System, in the amount of \$19,680.00.
- Ex. VII-A5 Award bid Q8263 to Applied Computer Systems, Inc., the low bidder for a video-keyboard networking system, in the amount of \$15,320.00
- Ex. VII-A6 Award bid Q8266 to Digital World, the low bidder for the Amiga computers and peripheral equipment, in the amount of \$26,977.00.
- Ex. VII-A8 Award bid Q8265 to Copy Duplicating Products, Inc., the only bidder for a Risograph digital duplicator, in the amount of \$5,921.00.
- Ex. VII-A9 Award bid Q8262 to RAM Broadcasting Systems, Inc., the low bidder for an On-Air Console, in the amount of \$5,995.00.
- Ex. VII-A10 Award bid Q8257 to the Larson Equipment & Furniture Co., the low bidder for lounge furniture, in the amount of \$35,051.10.
- Ex. VII-A11 Award bid Q8255 to Hinz Lithographing, the low bidder for printing of the Fall 1990 Women's Program Brochure, in the amount of \$11,322.00.
- Ex. VII-A12 Award bid Q8254 to Nationwide Paper Co., the low bidder meeting specifications for paper for the Print Shop, in the amount of \$70,305.19.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Trippiedi voted aye.

Member Bakas moved, Member Howard seconded, approval of the bid award as listed in Exhibit VII-A7 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

BID AWARDS:  
(cont.)

Ex. VII-A7 Award bid Q8264 to Comark, Inc. for \$10,365.00, Computerland of Mt. Prospect for \$28,371.00, Nabih's, Inc. for \$30,275.30, and Elek-Tek, Inc. for \$301,449.00, the low bidders meeting specifications, for a total award of \$370,460.30.

Member Moats reiterated his prior objection to the purchase of IBM computers only. He felt that the additional money required to buy other types of equipment would be minimal.

Member Coste inquired whether all of the computer purchases were additional equipment for the College. Director Haffner confirmed that these were all additional pieces of equipment with the exception of a replacement unit for the Northeast Center and upgrading 11 personal computers in the secretarial science department. He noted that the older models would be moved to other instructional areas of the College. Member Coste asked if these purchases are included in the 1990-91 budget. Director Haffner replied affirmatively, and explained that it is necessary to order the equipment at this time so that it can be installed for the start of the fall semester.

Upon roll call, the vote was as follows:

Ayes: Members Bakas, Barton, Coste, Howard,  
Norwood and Orzech  
Nays: Member Moats

Motion carried. Student Member Trippiedi voted aye.

Member Coste expressed concern about purchases made from a budget which has not yet been approved by the Board. He felt that a change in this practice or in the budget year was warranted. President Thompson replied that this matter would be reviewed.

PURCHASE ORDERS:

Member Norwood moved, Student Member Trippiedi seconded, approval of the purchases orders as listed in Exhibits VII-B1 through VII-B6 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Ex. VII-B1 Approve issuance of purchase orders to R. J. Galla Co, Inc., for the various business insurance coverages of the College, in the total amount of \$383,417.00.

PURCHASE ORDERS:  
(cont.)

- Ex. VII-B2 Approve issuance of a purchase order to MACRO 4, Inc., for the rental of software, in the amount of \$23,484.00.
- Ex. VII-B3 Approve issuance of a purchase order to Information and Communications, Inc., for a licensing and maintenance agreement for the use of the Student Financial Aid Software System, in the amount of \$14,184.00.
- Ex. VII-B4 Approve issuance of a purchase order to IBM Corporation, for the renewal of the monthly rental of computer software, in the amount of \$24,623.00.
- Ex. VII-B5 Approve issuance of a purchase order to Apple Computer, Inc. for MacIntosh computers and peripheral equipment in the amount of \$36,428.90.
- Ex. VII-B6 Approve issuance of purchase orders for consulting services to Corporate Information Systems, Inc. for not to exceed \$86,400.00 and to The Systems Works for not to exceed \$88,320.00.

Member Orzech called attention to Exhibit VII-B1, the recommendation for College insurance coverages. She noted that the total premium reflects an increase of approximately \$53,000 of which \$39,000 is due to a rate increase for workers' compensation. She requested further clarification. Vice President Manke explained that in addition to a statewide adjustment in the basic insurance rates, the premium will increase as the payroll increases. Additional College equipment and increased property values also contribute to the higher insurance costs. Vice President Manke noted that during the coming year, the College has the opportunity to receive a dividend, contingent upon the number of colleges participating in the program, if there are no significant losses. He felt that it may be possible to receive a ten to fifteen percent discount. Member Moats stated that he would like additional information from Vice President Manke regarding discounts on workers' compensation.

Member Moats requested further information regarding Exhibit VII-B6. Director Bowers stated that in order to bring everything under control, additional consultants are needed to assist with various programming projects. These individuals worked last year and are familiar with the College system. He anticipated that their services would be required for

PURCHASE ORDERS:  
(cont.)

more than one-quarter of the year. Member Moats felt that this was a substantial amount of money for something which was very fundamental.

Member Moats noted that the major projects for consulting services involve the payroll/personnel and student accounts receivable programs. Director Bowers explained that IDMS, the firm which provided the human resource system, has been sold and the new company will no longer support the system. The linkage between payroll/personnel and the accounting system is near completion. The next task is to convert the human resource system to a different technology than IDMS. Member Moats pointed out that this is a significant amount of money for work which has been done and which he felt was fundamental. Director Bowers stated that the payroll/personnel system is a complicated operation for an institution the size of Harper. He added that many changes are necessary due to the fact that the current software will no longer be usable.

Member Moats asked about the possibility of moving the entire payroll system off campus. Director Bowers responded that this had been examined in the past and it was decided to work with the present package. Member Moats suggested that this be reviewed again. He noted that he would support the recommendation although he was not comfortable with it, but felt that the entire computer plan should be studied.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Trippiedi voted aye.

NEW BUSINESS:  
Personnel  
Actions

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

Faculty Appointments

Dorothy McCabe, Librarian, 8/14/90, \$15,180  
Ann Davidovicz, Instructor, 8/14/90, \$27,676  
Erlinda N. Schuder, Instructor, 8/14/90, \$26,818

NEW BUSINESS:

Personnel  
Actions  
 (cont.)

Professional/Technical Appointments

Beverly Hoffman, Admissions Outreach, 6/4/90, \$16,744  
 Douglas Spiwak, Athletic Trainer, p/t, 6/11/90,  
 \$26,325  
 Thomas E. Smith, AED Business-Based Student Advisor,  
 6/18/90, \$15,787

Supervisory/Confidential Appointments

Julia Guiney, Personnel Specialist, 5/21/90, \$30,520  
 Amy Hauenstein, Admissions Outreach Coordinator,  
 6/11/90, \$27,500

Classified/Custodial Maintenance Appointments

Gloria Tellschow, Secretary I, 5/14/90, \$17,100  
 Robin Brennan, Admissions Outreach Clerk, p/t, '  
 5/29/90, \$7,410  
 Linda Nisi, Secretary II, 5/29/90, \$17,600  
 David Cross, Custodian, 6/4/90, \$20,592  
 Victoria Seymour, Clerk Typist I, p/t, 6/13/90,  
 \$3,942  
 James Blasky, Coordinator, 7/1/90, \$27,924

Supervisory/Confidential Reclassification

Eric Ryan, AV Supervisor, 5/1/90, \$24,752

Classified Staff Reclassifications

Mary Polniaszek, Secretary II, 5/1/90, \$20,570  
 Janice Cook, Secretary II, 6/1/90, \$20,210

Professional/Technical Termination

Lisa Vargas, Admissions Outreach Associate, 5/23/90

Classified Staff Terminations

Dorothy Schultz, Clerk Typist I, 5/18/90  
 Laura Biondo, Weekend Supervisor, 5/23/90  
 Rebecca Korbecki, Clerk, 6/1/90  
 Marian Sylvester, Cashier, 6/15/90

In response to Member Orzech, President Thompson confirmed that the recommendations for faculty appointments were approved in the budget and are based on academic and enrollment needs. Member Moats inquired about the grant-funded positions. Vice President Williams replied that the individuals involved have been informed that the positions are grant-funded and may not be renewed.

NEW BUSINESS:

Personnel

Actions

(cont.)

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Trippiedi voted aye.

Intergovernmental  
Agreement -  
Illinois Gas  
Cooperative

Member Orzech moved, Student Member Trippiedi seconded, approval of the resolution authorizing William Rainey Harper College to join the Illinois Gas Cooperative including a one-time start-up deposit of \$20,255 and to purchase the College's natural gas supply through this Cooperative, as outlined in Exhibit VIII-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Coste inquired about the membership of the Cooperative. Vice President Manke stated that the members include various community colleges and area schools, plus some non-profit organizations. He added that the administration has been considering membership in the Cooperative for a long time and believes that it is appropriate at this time. Membership may be retained for as long as desired. Discussions with other cooperative members indicate that they have been experienced significant savings.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Trippiedi voted aye.

Renewal of  
Lease -  
Northeast Center

Member Orzech moved, Member Howard seconded, that the Board of Trustees approve the Wheeling School District #21 lease extension for the Stevenson School facility, as submitted, subject to approval by the District #21 Board of Education, according to Exhibit VIII-C (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Coste inquired whether there has been any provision made toward a purchase of the facility. President Thompson replied negatively and stated that this would be examined. Chairman Barton agreed that Member Coste had raised a good point.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Trippiedi voted aye.

NEW BUSINESS:  
Resolution -  
1990-91  
Life Safety  
Projects

Member Bakas moved, Member Coste seconded, that the Board adopt the resolution for approval of projects to alter and repair facilities pursuant to Section 3-20.3.01 of the Illinois Public Community College Act as outlined in Exhibit VIII-D (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In response to Member Coste, Vice President Manke stated that these funds would be levied in 1990. He added that some of the projects now underway commenced with the 1989 levy but all of the tax levy funds are not collected until the 1989-90 budget year.

Member Coste pointed out that this is another instance of requesting Board authorization prior to official approval of the College budget.

Member Orzech commented that she was not pleased with this levy. She felt that the purpose of life safety funding was for those projects which would not qualify for other funds. She added that she would be more comfortable if the amount was reduced to \$500,000. Member Moats agreed with Member Orzech regarding the purpose of life safety funding.

Vice President Manke stated that, although he would like to submit these projects to Springfield for approval in order to solicit bids for the work prior to the effective date of new legislation, Board approval of the projects would be at the discretion of the Board.

Student Member Trippiedi called attention to the importance of the repair and replacement of the wheelchair lifts in Building D and the replacement of drinking fountains for easier accessibility by disabled students.

Upon roll call, the vote was as follows:

Ayes: Members Bakas, Barton, Coste, Howard  
and Norwood  
Nays: Members Moats and Orzech

Motion carried. Student Member Trippiedi voted aye.

Member Coste reiterated his prior concern regarding this request for approval prior to official approval of the College budget. President Thompson stated that his concerns would be reviewed by the administration.



NEW BUSINESS:  
Student Service  
Awards -  
Spring 1990

Member Orzech moved, Member Bakas seconded, the approval of the Spring, 1990 Student Service Awards in the amount of \$5,085.00 from account no. 1038-798-590 and \$2,955.00 from account no. 135-000-592, as listed in Exhibit VIII-E (attached to the minutes in the the Board of Trustees' Official Book of Minutes).

Chairman Barton stated that the Board is pleased to acknowledge these student awards.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Trippiedi voted aye.

Educational  
Foundation  
Appointments

Member Howard moved, Member Orzech seconded, confirmation of the appointments of Mrs. Noreen Burgeson, Mr. Zachary Lazar, Rev. Michael Phillips and Mr. Donald Torisky as members of the Board of Directors of the Harper College Educational Foundation as outlined in Exhibit VIII-F (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Orzech stated that she was very impressed by the caliber of individuals who serve on the Foundation. Chairman Barton noted that Mr. Torisky is a former member of the Board of Trustees.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Trippiedi voted aye.

Resolution -  
Budget Hearing  
Date

Member Norwood moved, Member Orzech seconded, the adoption of the resolution providing for the annual Budget Hearing and the required public notice as outlined in Exhibit VIII-G (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Trippiedi voted aye.

NEW BUSINESS:  
Resolution -  
Budget Hearing  
Date (cont.)

President Thompson explained that the Budget Hearing will take place at the August Board meeting this year because the legal budget must be posted for at least 30 days. In order to adhere to this legal requirement, the Budget Hearing cannot be held at the July 23 Board meeting.

Cooperative  
Agreement -  
Copley Memorial  
Hospital

Member Howard moved, Member Orzech seconded, approval of the cooperative agreement between William Rainey Harper College and Copley Memorial Hospital of Aurora as outlined in Exhibit VIII-H (attached to the minutes in the Board of Trustees' Official Book of Minutes).

President Thompson pointed out that College legal counsel has reviewed the agreement.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Trippiedi voted aye.

Resolution to  
Establish  
Designated Fund  
Reserves

Member Bakas moved, Member Howard seconded, the adoption of the resolution to establish designated fund reserves and direct the Treasurer to designate \$2,600,000 of the fund balance in the Operations and Maintenance Fund for future capital projects until removed by further action of the Board, as outlined in Exhibit VIII-I (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Moats questioned the reason for designating fund reserves at this time. He felt that this relates to other issues, specifically the budget and the construction time line, which should be addressed first. Member Howard stated that the recommendation indicates that the Board has been saving for capital investments and has an intended use for a portion of the fund balances.

In response to Member Orzech, Vice President Manke stated that the balance in the Operations and Maintenance Fund is projected to be approximately \$5.6 million prior to moving these funds. If the recommendation is approved, a balance of approximately \$3 million would remain in the fund.

Member Coste expressed concern about what happens if the state funding is not received. Chairman Barton replied that the architects are compiling a complete master plan in different stages so that there will be specific projects which could be done with the fund balance, based upon Board approval. President

NEW BUSINESS:  
 Resolution to  
 Establish  
 Designated Fund  
 Reserves  
 (cont.)

Thompson added that there have been no commitments by the Board to build beyond the plan which incorporated the receipt of state funding. He noted that local resources could be used if the Board decides to do a portion of the construction. By establishing designated fund reserves, the Board has an opportunity to approve and proceed with a building project, if desired, without state funds.

Member Coste pointed out that the College is in the business of teaching and any funds, local or state, should be used for classrooms and library needs. Inasmuch as the receipt of state money is questionable, Member Moats stated that it is difficult to determine what project should have priority. He was concerned that the College not get too far ahead in terms of planning or building if the state money is not forthcoming. Member Coste pointed out that there is also concern regarding the time limit for the expenditure of bond sale proceeds. Member Moats agreed and stated that this was also one of his concerns. In regard to the reserve funds, President Thompson clarified for Member Moats that the proceeds from the sale of the second site were not included in the funds for construction purposes. He stated that in previous Board discussions, there were several options for construction but these did not include any second site funding. In addition, some of the building plans involve renovation which could be funded with a portion of the money.

In response to Member Coste, Vice President Manke stated that any interest income would remain in the Operations and Maintenance Fund. He added that this money can also be used to equip new facilities.

Member Howard called the question.

Upon roll call, the vote was as follows:

Ayes:	Members Bakas, Barton, Coste, Howard and Orzech
Nays:	Member Moats

Motion carried. Student Member Trippiedi voted aye.

1989-91  
 Biennial Goals  
 Report

Chairman Barton stated that the 1989-91 Biennial Goals Status Report, as outlined in Exhibit VIII-J (attached to the minutes in the Board of Trustees' Official Book of Minutes) was for Board information. President Thompson stated that the report provides an account of progress for the 1989-90 year. He noted that a number of goals have already been accomplished. Member Howard agreed that the report

ADJOURNMENT:

Member Howard moved, Member Moats seconded, that the meeting be adjourned. In a voice vote, the motion carried and the meeting was adjourned at 11:32 p.m.

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Chairman

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