

WILLIAM RAINEY HARPER COLLEGE
1200 West Algonquin Road
Palatine, Illinois

BOARD MEETING

AGENDA

August 23, 1990

*7:30 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--July 26, 1990 Regular Board meeting and executive session Exhibit VI-A-1
 - 2. Bills Payable, Payrolls for July 27 and August 10, 1990. Estimated payrolls for August 11 through October 5, 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/No Award Exhibit VII
- VIII. New Business
 - A. RECOMMENDATION: Personnel Actions
 - 1. Personnel Action Sheets Exhibit VIII-A-1
 - 2. Community College Exchange Program - STU DEV Exhibit VIII-A-2
 - 3. Classified, Supervisory/Confidential Merit Awards Exhibit VIII-A-3
 - B. RECOMMENDATION: Budget Hearing and Adoption of Budget Resolution Exhibit VIII-B
 - C. INFORMATION: 1990-91 Administrative Organization Charts Exhibit VIII-C
- * IX. Other Business: Presentation - Manufacturing Programs and Their Future at Harper College - George Dorner (7:30 p.m.)
- X. President's Report
- XI. Adjournment to Executive Session -
Purpose: Collective Bargaining, Litigation, and Appointment, Employment and Dismissal of Personnel

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, August 23, 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, August 23, 1990 at 7:30 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
Members Bakas, Howard and Student Member
Trippiedi
Absent Member Norwood

Also present: Paul Thompson, President; Dennis Conners, 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; Vic Berner, Dean of Finance and Business Services; Pat Bourke, Dean of Life Science and Human Services; Steve Catlin, Dean of Admissions and Registrar; George Dorner, Dean of Technology, Mathematics and Physical Sciences; Al Dunikoski, Dean of Learning Resources Center; Charles Harrington, Dean of Instruction; Bill Howard, Dean of Continuing Education and Program Services; Joan Kindle, Dean of Student Development; Liz McKay, Dean of Academic Enrichment and Language Studies; 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; John Lucas, Director of Planning and Research; Russ Mills, Director of Placement; Frank Solano, Director of Financial Aid and Veterans Affairs; and Elaine Stoermer, Director of College Relations. Faculty: Roger Mussell, President, Faculty Senate; and Faculty members Cathy Albergo, Sharon Alter, William Andresen, Diane Batzhall, Patricia Best, J. Harley Chapman, Jean Chapman, John Clarke, Pat Coleman, Therese Cummings, Anne Davidowicz, Vera Davis, Wallace Davis, Phil DeMarois, Julie Ellefson-Kuehn, Gloria Evans, Salah Falouji, Linda Glover, Jean Gustafson, Karen Hale, Susanne Havlic, Greg Henigan, Paul Holdaway, Darlene Howard, William Jedlicka, Charles Joly, John Knudsen, Ed Liska, Carole Lissy, Karen Lustig, David Macaulay, Eugene Magad, Dominic Magno, Dorothy McCabe, Tom McCabe, Henry Meier,

ROLL CALL:
(cont.)

Gerald Mellenthin, Ray Moehrlin, Roy Mottla, John Muchmore, Pat Mulcrone, Barbara Njus, Bob Nolan, Arlene Novack, Frank Oliver, Jan Phillips, Jim Roll, Bill Schooley, Mary Severs, Martha Simonsen, Jay Singelmann, Tom Stauch, Joe Sternberg, Darlene Stewart, Phil Stewart, Jane Thomas, Rose Trunk, Joe Yohanan, Mary Jo Willis and Renee Zellner. Classified and Professional/Technical Staff: Bill Neumann, Classified Employee Council; Steve Dudek, Accounting Manager; Charles Faenza, Audiovisual Technician; Julie Guiney, Personnel Associate; Thea Keshavarzi, Purchasing Agent; and Kevin King, Public Safety Supervisor; and Joan Young, Publications and Communication Services Manager. Guests: Jim O'Malley, CCTU; Norm Swenson, Local 1600; and Trish Lichtenstein, Paddock Publications.

On behalf of the Board, Chairman Barton extended a warm welcome to Dr. Dennis Connors, recently appointed Vice President of Academic Affairs. She added that members of the Board, faculty and staff are happy to have him as a member of the administrative team. In addition, she recognized Ms. Trish Lichtenstein, a reporter for the Daily Herald, who recently has been assigned to cover the Harper College Board meetings.

PRESENTATION:
Manufacturing
Programs

President Thompson introduced George Dorner, Dean of Technology, Math and Physical Sciences, who presented an general overview of existing programs and planning models at the College which relate to manufacturing and technical education and training, both now and in the future. He explained that the Preferred Future for the College manufacturing cluster includes the following goals: team approaches for manufacturing training and education support; strong communications and support systems within the College and throughout the community; the ability to respond in a timely manner to local needs; and the resources and personnel necessary to accomplish these tasks. He reviewed the current two-year degree and certificate programs related to manufacturing and technical training. He noted that industry needs are becoming increasingly more prevalent as a result of better communication from local business and industry regarding desired training. The needs are met not only by 2-year engineering programs, but also are addressed by the Continuing Education Division through seminars, conferences, short courses, on-site training, CAD industrial training and funded skills training.

He reviewed the various College personnel involved in manufacturing and technical services, including full-time faculty and trainers, full-time administrators and staff, and adjunct faculty and

PRESENTATION:
Manufacturing
Programs
(cont.)

staff members. He stated that there is general agreement with the Corporate Services plan which was presented last month.

Member Norwood entered the meeting at 7:47 p.m.

Dean Dorner also reviewed sample models and ideas which have been developed by faculty members for implementation in the future.

In response to Member Moats regarding the need for improvement in technical career training by the high schools, Dean Dorner noted that this issue is being addressed by the Career Cooperative. In addition, state grants have been received recently to promote the programs in the district high schools along with the 2 + 2 program. Colleges participating in the 2 + 2 Program include Southern Illinois (both campuses), Illinois State University, Bradley University, Eastern and Western Illinois Universities. Member Moats inquired about an extension program for the Northwest suburbs. Dean Dorner stated that this has been discussed many times and a 2 + 2 + 2 program would enable this program to be addressed in the high schools and continue through a four-year degree. He felt that this has tremendous merit and would have an enormous impact. He stated that this matter would be reviewed further to determine if the Board could help in any way with the initiation of such a program. He felt that this would greatly enhance the image of vocational and career education because the 2 + 2 program was intended to create an option for high school students who are interested in technical careers.

On behalf of the Board, Chairman Barton thanked Dean Dorner and his staff for a most interesting overview.

CITIZEN
PARTICIPATION:

Chairman Barton announced that any citizen participation on the budget would be heard at the appropriate time during the agenda.

Faculty Senate

Following distribution of copies to the Board, Faculty Senate President Roger Mussell read a statement (attached to the minutes in the Board of Trustees' Official Book of Minutes) concerning items which were discussed at the special Faculty Senate meeting which was held on August 23. The issues included salary, insurance, improved promotional procedures, various equity issues, and work load inequities. He also stated that the Senate unanimously passed a motion to direct the Negotiation Team to continue negotiations and initiate mediation at the next regularly scheduled negotiation session, barring settlement. In addition, the Senate also discussed items relating to the financial picture of

CITIZEN PARTICIPATION:
(cont.)

the College. Professor Mussell felt that the statement outlined the faculty concerns and the hope that negotiations could continue. Chairman Barton expressed appreciation for the report.

COMMUNICATIONS:

Member Orzech noted that Board members had received a number of communications from faculty members regarding their desire for a speedy resolution to negotiations. In addition, she noted that correspondence had been received from the Illinois Community College Board attesting to the fact that the College has achieved the status of a "recognized" College in accordance with the provisions of the Illinois Public Community College Act.

UNFINISHED BUSINESS:
Student Trustee Report

Student Member Trippiedi reported that the family series, presented for the third consecutive year, was most successful once again. He hoped that the programs would continue in the future. He also commented on the recent renovation of the Student Activities game room, including new video games and furniture and a large-screen television set. He noted that free video films are available, courtesy of the Program Board. Upcoming activities include the annual ice cream social which will feature music by the Mojo Kings; Clubs and Organizations Days on September 10-11; and a Student Leadership Workshop to be held on September 14 for executive leaders of the clubs and organizations on campus. In addition, various activities are planned for Intercultural Week which will be celebrated on October 6-12.

CONSENT AGENDA:

Member Orzech moved, Member Norwood seconded, approval of the Consent Agenda including the minutes of the July 23, 1990 Regular Board meeting and executive session, 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	\$ 826,164.02
Operations & Maintenance Fund	331,558.78
Oper. and Maint. Fund (Restricted)	174,097.35
Auxiliary Fund	218,582.41
Restricted Purposes Fund	68,056.23
Trust and Agency Fund	852,524.13
Liability, Protection & Settlement Fund	68,103.46
Federal Funds	49,104.68

The payroll of July 27, 1990 in the amount of \$898,505.38; the payroll of August 10, 1990 in the amount of \$795,707.35; estimated payrolls of August

CONSENT AGENDA:
Bills Payable
(cont.)

11, 1990 through October 5, 1990 in the amount of \$4,209,546.00; estimated utility bills in the amount of \$120,000.00; and payments to Berresheim Graphic Supply for supplies in the amount of \$712.95 and to Elek-Tek, Inc. for capital outlay in the amount of \$298,165.00.

Financial
Statements

There were no questions regarding the financial statements.

Committee and
Liaison Reports

In regard to the committee and liaison reports, Member Moats noted that Board members had received copies of the Guide to Trusteeship. He complimented Executive Assistant to the President Felice Avila for the amount of work which went into the completion of the document. He felt that it is a tremendous tool which will be of significant benefit to Board members. He noted that annual updates will be provided. Board members agreed and expressed appreciation to Member Moats and Member Howard for their efforts on the Board Procedures Manual Committee.

Grants and Gifts
Status Report

In regard to the Grants and Gifts Status Report, Director Devery noted that this was a record-setting month in terms of contributions to the Educational Foundation.

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 Bakas seconded, approval of the bid awards, purchase orders and no bid award, as outlined in Exhibits VII-A1 through VII-A4, VII-B1, VII-B2, and VII-C1 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Ex. VII-A1 Award bid Q8281 to Hinz Lithographing, the low bidder for printing of the Community Update Newsletter, in the amount of \$8,816.00.

Ex. VII-A2 Award bid Q8282 to Atlantic Press, Inc., the low bidder for printing of the Fall 1990 2nd Eight Weeks Course Schedule, in the amount of \$6,284.57.

- BID AWARDS:
(cont.)
- Ex. VII-A3 Award bid Q8280 to Northern Printing & Systems, Inc., the low bidder for print of Harper College Career Brochures, in an amount not to exceed \$6,331.60.
- Ex. VII-A4 Award bid Q8275 to Microimage Technology Inc., the only bidder for microfiche and microfilm readers, in the amount of \$17,085.00.
- PURCHASE ORDERS:
- Ex. VII-B1 Approve issuance of purchase orders to the State of Illinois for communication telephone line charges for the LEADS system, in the amount of \$5,148.00.
- Ex. VII-B2 Approve issuance of a change order to Park Press to cancel purchase order D-49484 for printing of the Harbinger (student newspaper), and issuance of a replacement purchase order to Sun Printing Company, the second low bidder, in the amount of \$23,103.68.
- NO AWARD:
- Ex. VII-C1 Approve a no award of bid request Q8278 for printing of the 1990/91 Harper College Datebook.

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 Orzech moved, Member Norwood 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).

Professional/Technical Appointments

Margaret Krueger, Lead Interpreter, 8/14/90, \$20,000
Judith Schimmel, Supervisor, Weight Management Center, p/t, 8/27/90, \$17,875

Classified Staff Appointments

Deanna Thiel, Word Processing Operator, 7/23/90,
\$17,800
Thomas Gibbons, Bindery Operator, 7/30/90, \$14,781
Barbara Bergman, Receptionist, 8/8/90, \$14,820
Lisa Kaufman-Lindahl, Bilingual Secretary, 8/9/90,
\$19,300
Barbara Norcross, Secretary I, 8/20/90, \$12,915

NEW BUSINESS:
Personnel
Actions
(cont.)

Professional/Technical Termination

Lori Washington, Job Developer, 8/3/90

Classified/Supervisory/Confidential Terminations

Nancy Carrozza, Secretary I, 7/6/90

Theresa Reinhard, Manager, Basic Adult Education/
Motorola, 7/13/90

Nancy Blake, Administrative Secretary, 8/17/90

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.

Community
College Exchange
Program - Leave
of Absence -
STU DEV

Member Orzech moved, Student Member Norwood seconded, that Audrey Inbody be granted a leave of absence with full pay and benefits for the Spring Semester, 1991 as a participant in the Community College Exchange Program at University of Alaska Southeast/Sitka Campus in Sitka, Alaska, as outlined in Exhibit VIII-A-2 (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.

Classified,
Supervisory/
Confidential
Merit Awards

Member Orzech moved, Member Norwood seconded, that the Board of Trustees approve the Classified, Supervisory/Confidential noncumulative merit awards of \$1,000 to each of the following full-time employees and \$500 to each of the following part-time employees, according to Exhibit VIII-A-3 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Full-Time

Part-Time

- Janice Adams
- Jaci Carroll
- George Cwik
- Janice Jacobson
- Lisa Kaufman-Lindahl
- Diane Kinn
- Jennifer Pitak
- Sue Walker
- Audree Walsh

- Maureen Reichmuth
- Barbara Singer

NEW BUSINESS:
Classified,
Supervisory/
Confidential
Merit Awards
(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.

President Thompson complimented the members of the Classified Employee Council for their efforts in the selection process for the merit awards. He felt that those receiving the awards are most deserving and their work is appreciated.

Budget Hearing

In regard to the budget hearing, Chairman Barton noted that a sign-in sheet is available for anyone who would like to address the Board regarding the budget. She requested that President Thompson commence the budget discussion.

President Thompson felt that it was appropriate to note the history of the College and to recognize the efforts that have been put forth by the various Boards which have served the Harper community. In recognizing their past accomplishments, he pointed out that Harper maintained its initial tax rate for approximately 17 years from the time the College was established. In 1985, a tax rate referendum was passed which enabled the College to increase the tax rates of the Education Fund and the Operations and Maintenance Fund. Prior to the passage of the referendum, the fiscal condition of the College was not good. Since that time, Board members have remained cognizant of their responsibilities in fiscal matters and have developed a plan for the continued growth of the College. The success of the referendum has resulted in various changes during the past few years, including the purchase of new equipment and various renovation and remodeling projects. The President felt that the current good condition of the College is the result of sound planning by the Board of Trustees. Included in the planning was a desire by the Board to maintain a targeted fund balance of not less than 20 percent in both the Education Fund and the Operations and Maintenance Fund -- the College operating funds. The proposed budget indicates that the College has reached this goal. He noted that the proposed budget reflects a decrease from the maximum levy to the taxpayers. He added that the Board and the administration will continue to monitor the College financial plan and to be responsible to the taxpayers of the district who have supported the College over the years.

NEW BUSINESS:
Budget Hearing
(cont.)

Chairman Barton declared the regular meeting recessed and opened the public hearing on the 1990-91 budget.

Mr. Ron Wittmeyer, a 30-year resident of Arlington Heights, addressed the Board. He stated that he was a former elected official, has a master's degree in education from the University of Illinois, has been a local businessman for 25 years, and is familiar with budgets and expenditures. He stated that he has used College facilities and is a supporter of Harper College, to a certain extent. He felt that the College is an untapped source in a fine community. Mr. Wittmeyer stated that there is currently a taxpayer revolt in the northwest suburbs due to the increased property taxes and he was representing this group of citizens. He advised the Board that the members of the community are keeping a watchful eye on the financial matters of the various school districts.

Chairman Barton thanked Mr. Wittmeyer for expressing his comments.

Inasmuch as there were no further comments regarding the matter, Chairman Barton declared the public hearing on the budget closed and reconvened the regular meeting.

Budget Resolution

Member Howard moved, Member Norwood seconded, the adoption of the budget resolution as shown in Exhibit VIII-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Coste inquired about the amount of the total budget. Vice President Manke responded that the total budget, including all College funds, was in excess of \$55 million. He added that this figure includes funds for future construction of new buildings. If such funds were extracted from the total, the budget would be approximately \$46-47 million. Member Coste pointed out that the budget as presented is in the amount of \$55 million and requested that this be reflected in the minutes.

Member Moats stated that he had expressed his concerns regarding the budget on numerous occasions and could not support the recommendation for approval.

Member Coste noted that his concerns had been stated previously also and that he too could not support the budget. Based on figures provided by the administration, he pointed out that the budget indicates a 12.9 percent increase over last year. He cautioned that double-digit increases year after year cannot and should not continue.

NEW BUSINESS:
Budget
Resolution
(cont.)

In response to Member Orzech, Vice President Manke stated that the operating budgets reflect the following revenue increases: 6.4 percent in local property taxes, 5.5 percent in state apportionment, and a 4.9 percent increase in tuition, assuming that the level of enrollment is equivalent to projections.

Member Bakas commented that the adoption of the legal budget is basically the approval of a plan involving projected revenues and expenditures. He pointed out that the Board maintains control of the expenditures on a monthly basis when recommendations for approval of purchases are presented.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Trippiedi voted aye.

1990-91
Administrative
Organization
Charts

In reference to Exhibit VIII-C, Chairman Barton stated that the 1990-91 Administrative Organization Charts were for Board information. President Thompson noted that the changes reflect Dr. Dennis Connors as Vice President of Academic Affairs and Dr. Harley Chapman as Interim Dean of Liberal Arts. In addition, Ms. Elaine Stoermer has been assigned as Director of Grants and Special Events.

OTHER BUSINESS:
ACCT Convention

Chairman Barton announced that she and Member Coste would be attending the annual convention of the Association of Community College Trustees from October 10-13 in Baltimore.

ICCTA Regional
Trustees
Meeting

Chairman Barton stated that Harper College will host an ICCTA Regional Trustees meeting in the near future. President Thompson stated that he had discussed this meeting with Chairman Barton and suggested that the topic of the meeting be computer services. The issue has been discussed with other college presidents. He expressed hope that an outside consultant could be employed as a presenter for discussion purposes. Additional information will be forthcoming. After discussing various dates, Chairman Barton stated that November 7 seemed to be the best possible choice. Other colleges will be contacted in this regard.

Board Retreat

Board members discussed possible dates for a Board retreat. Suggested dates include February 22-23 or March 22-23. Chairman Barton requested that Board members review their calendars for possible conflicts.

OTHER BUSINESS:
Rescheduling
of Special
Board Meeting

Inasmuch as the ACCT convention will be held on October 10-13, Chairman Barton suggested that the Special Board meeting be rescheduled to October 3. Board members agreed.

PRESIDENT'S
REPORT:

President Thompson reported that a luncheon was held recently for pioneer faculty members of the College. Regretfully, on the same day Dr. Frank Vandever, one of the original College faculty, passed away following an extended illness. Professor Vandever was director of the Dental Hygiene program prior to his retirement in 1984.

In July, the Board approved a contingency leave of absence for Mike Carroll, TM/PS Division. The Soviet Union approved the project and Professor Carroll is now in Moscow serving as advisor for the construction of grain storage facilities. The President stated that this is a unique and exciting opportunity.

Dean George Dorner, TM/PS Division, has been selected as the administrative exchange representative this year and will depart for a reciprocal visit to England on September 26. He will travel to Airedale and Wharfedale College in Leeds, the institution from which representatives visited Harper in the past.

Dean Steve Catlin reported that 20,237 students have registered for fall semester. Although this totals 1,100 more than last year, the students are not taking as many courses. A seven percent increase in enrollment was projected and the administration is optimistic that this goal will be reached.

President Thompson announced that Harper College is the recipient of a \$31,202 grant from the National Science Foundation. The funds will be used to purchase a nuclear magnetic resonance spectrometer. The grant was awarded on the basis of a written proposal by Dr. Michael Oester, professor of chemistry. The President extended congratulations to Dr. Oester and others who participated in this endeavor. The equipment will be of great benefit to Harper students in the chemistry program.

In addition, the College was selected as one of nine sites to host an Illinois Regional White House conference on libraries and information services on August 20. The purpose of the conference was to involve more than 1,000 individuals in the adoption of an Illinois agenda in preparation for a nationwide White House conference to be held with President Bush in July, 1991.

**PRESIDENT'S
REPORT:
(cont.)**

The Career Cooperative is the recipient of a state-funded grant to develop and implement a cooperative tech-prep program with area high schools and Harper College. The program will be of great benefit to district students.

President Thompson noted that the Board approved funding last year for a Weekend College which began recently. He stated that enrollment is exceptionally good and it is felt that all classes offered will begin on September 7, as scheduled.

In regard to upcoming activities, the President called attention to the following dates: August 24 - the dedication of the College observatory. The ceremony will commence at 6:30 p.m. in the dining room. Dr. Loren Acton, senior scientist at Lockheed and former flight crew member on the shuttle Challenger, will be the guest of honor and will give a public lecture at 1:00 p.m. in J-143. A Corporate Run for Wellness, sponsored by the Friends and Alumni of Harper and The Daily Herald, will take place on October 7 at 9:00 a.m. A "Quality Leadership for the '90s" program, sponsored by the Educational Foundation, will take place on October 19. Executive teams from various corporations will participate in this conference.

President Thompson noted that recent awards were received for staff members who contributed to the efforts of the United Way/Crusade of Mercy 1989 campaign. A plaque for the College states "In recognition of your outstanding achievement, this award is presented with admiration and gratitude for your generosity. On behalf of the tens of thousands who will benefit from your contributions, please accept our Special Thanks." The President applauded the employees who made this recognition possible. He added that Ray Devery, Director of Development, Tom Johnson, Dean of Business and Social Science Division, and Pat Carney, College Relations Secretary, also received recognition for their contributions to the success of the campaign.

**EXECUTIVE
SESSION:**

Member Howard moved, Member Norwood seconded, that the meeting adjourn to executive session for the purpose of discussing matters pertaining to collective bargaining, litigation, and the appointment, employment and dismissal of personnel.

Upon roll call, the vote was as follows:

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

**EXECUTIVE
SESSION:
(cont.)**

Motion carried. Student Member Trippiedi voted aye. The Board of Trustees adjourned to executive session at 8:47 p.m.

Following the executive session, Member Coste moved, Member Bakas seconded, that the regular meeting be reconvened. In a voice vote, the motion carried at 11:36 p.m.

ADJOURNMENT:

Member Howard moved, Member Coste seconded, that the regular meeting be adjourned. In a voice vote, the motion carried and the meeting was adjourned at 11:36 p.m.

Chairman

Secretary