

WILLIAM RAINEY HARPER COLLEGE
1200 West Algonquin Road
Palatine, Illinois

SPECIAL BOARD MEETING

AGENDA

September 11, 1991

7:30 p.m.

- I. Call to Order
- II. Roll Call
- III. Review of Mission Statement Exhibit III
- IV. Review of 1991-92 Board Objectives Exhibit IV
- V. Board of Trustees Self-Evaluation
 - A. Division of Responsibility Exhibit V-A
 - B. Self-Evaluation Form Exhibit V-B
- VI. Bid Award: Sitework Improvements Exhibit VI
- VII. Adjourn to executive session to discuss
appointment, employment and dismissal
of personnel
- VIII. 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 Special Board Meeting of Wednesday, September 11, 1991.

The Special Board Meeting was called to order at 7:35 p.m. in the Board Room of the Administration Building, 1200 West Algonquin Road, Palatine, Illinois.

Present: Chairman Barton, Members Bakas, Coste, Howard,
McCulley, Moats, Norwood and Student Member Smith
Absent: None

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; Vic Berner, Dean of Business Services and Finance; J. Harley Chapman, Dean of Liberal Arts; Tom Choice, Interim Dean of Physical Education, Athletics and Recreation; Bill Howard, Dean of Continuing Education and Program Services; Liz McKay, Dean of Academic Enrichment and Language Services; Don DeBiase, Director of Physical Plant; Jack Lucas, Director of Planning and Research. Technology Specialists, Inc: Dan Mooney. Faculty: Diane Callin, Faculty Senate. Professional/Technical Staff: Leon Hussisian, Audio-Visual Technician; Patty Roberts, Media Relations Specialist.

Member Howard moved, Member McCulley seconded, awarding Bid Request Q8385 to Abbey Paving and Sealcoating Co., Inc., the low bidder for sitework improvements, in the amount of \$31,860.00, as described in Exhibit VI (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, McCulley,
Moats and Norwood
Nays: None

Motion carried. Student Member Smith voted aye.

President Thompson stated that the administration would like the Board to reach consensus on the Board's preference on the Mission Statement. He would then bring the Board's preference to the Institutional Planning Committee and the Faculty Senate before returning to the Board for final approval. A fifth version recently submitted was also distributed to the Board.

Chairman Barton invited comment on the five versions. Member Howard stated that in the third version, she preferred the term "reasonable" over "affordable" as she believed "affordable" is a difficult term to define. Member Norwood expressed preference for the version identified with Exhibit III at the top. Member McCulley stated his preference was also the first, identified by Exhibit III at the top. Member Moats stated that he believed the

statement should remain simple. The concepts of higher education, quality, community, easy access and reasonable cost should be included. Member Coste expressed preference for the version identified by Exhibit III at the top. Member Howard stated the College might consider using just the first paragraph, and at other times use the expanded statement. She liked the first paragraph of the statement submitted by Member Moats. Member Bakas stated that there was no mention of the cultural aspects of the community, economic development, and providing education and training for business and industry. Member Howard stated these items could be added as a bullet statement if the entire Mission Statement was not used at all times. Member Barton asked if it were correct to use only part of the statement in publications, etc. Member Howard stated that there are times when a short, concise statement is needed, and other times when it could be expanded upon. It would have to be understood from the beginning that there needed to be flexibility. President Thompson thanked members of the Board for their comments and said the administration would incorporate this input into the finalization of the Mission Statement.

Chairman Barton stated that the Board had planned earlier in the year to review the 1991-1992 Board objectives to see how they were being met. President Thompson responded that the administration could prepare a document stating implementation of Board objectives and listing projects and dates for these objectives. If the Board wanted a report on a particular item, he requested ten days to complete the report.

Chairman Barton stated Board Objective 1, "Examine incentives for quality teaching. Provide resources necessary for support. Review what is being done elsewhere," was being met by approving sabbaticals and particular items brought to the Board. Member Moats stated that more faculty have been going to other institutions than are coming to Harper. He suggested inviting professors from the international community or other institutions to become visiting professors. Member Bakas suggested looking to other institutions to see what they are doing in this area.

Regarding Board Objective 2, "Provide leadership in creating an environment for enhancement of multicultural/international experiences," Chairman Barton stated the Board is meeting this objective by Board support of affirmative action, providing funds to implement affirmative action, and reviewing and approving multicultural/international programs. Member Howard stated she would like to see another sentence added which says, "be a role model in exhibiting interest in and concern for multicultural programs and activities." She recommends providing leadership at the Board level.

Chairman Barton read Board Objective 3, "Assess progress of partnerships with business and industry and community organizations." She stated the Board was meeting this by supporting staffing for corporate services and encouraging aggressive marketing of courses targeted for business and industry. Member Howard stated that she would like to see the addition of the statement, "Collaborate with other community organizations in support of economic enterprise." Member Moats referred to the

SRI survey that indicated many businesses were not aware of the comprehensive nature of the curriculum and services provided by Harper. He expressed concern over developing new programs without first communicating effectively about programs already in place. Member Norwood asked when the last survey was conducted. Member Moats responded four to five years. Vice President Henry stated that the administration has been working on improving marketing efforts.

Chairman Barton directed attention to Board Objective 4, "Review and implement appropriate recommendations from administration as a result of TSI study, along with other technological enhancements." The action plans stated were to review and approve administrative recommendation for computer management and support five-year plan. Member Howard stated there was no mention in the action plan to address other technological enhancements. She would like a report on innovative educational technology. Chairman Barton asked that that be added to administrative actions.

Chairman Barton moved to Board Objective 5, "Lead in establishment of model program on environmental concerns." The action plan stated requiring regular reports from the administration in environmental efforts. President Thompson replied that the Environmental, Health and Safety Committee is organizing. He said this committee is having its first meeting and that the administration would keep the Board apprised of their activities.

Chairman Barton reviewed Board Objective 6, "Emphasize evaluation and review of staff and programs." The action plans were to support administrative recommendations re evaluation and review, and to examine Board effectiveness and how to improve it. Member Bakas asked if the policy on program review should be included as part of the action plans. President Thompson agreed and said it would be coming before the Board at the next meeting.

Chairman Barton read Board Objective 7, "Attend to student needs and concerns." The action plans cite the support action which leads to students reaching highest level of educational attainment and consideration of specialized scholarships/tuition waivers for individuals from underrepresented groups. President Thompson stated that the Educational Foundation recently approved \$5,000 in scholarships for minority students and that Motorola matched these funds, for a total of \$10,000. Chairman Barton asked how these students are identified. President Thompson stated that Frank Solano, Director of Multicultural Affairs, would be working with high schools to make them aware that this is available and encourage high schools to identify eligible students to Harper College. Student Member Smith asked that student services, activities and athletics be considered in this objective. Member Howard recommended adding "support adequate student services to assure student success." Member Moats believed that those activities would be included in the term "educational attainment" as stated.

Chairman Barton reviewed Board Objective 8, to, "Continue to (a) identify, monitor and support appropriate legislative initiatives, (b) engage in long-range planning which includes financial projections; and (c) support administrative efforts to undertake

research on measuring and improving cost effectiveness at Harper College." She stated that an ad hoc committee on cost effectiveness had been established. She encouraged the improvement of lobbying activity on major issues. Member Bakas said the Board needs to be active on the Board level in terms of pushing for additional state funding. President Thompson stated that Member Bakas and Vice President Manke's participation on the Illinois Community College Board funding formula review committee are examples of the College's involvement in that process. Member Howard suggested that when action is indicated the administration should come to the Board with specific assignments. Member Moats said the community pays more taxes than it gets back. He believed more money should be requested from legislators. Member Bakas recommended that the development by the administration of the cost effectiveness programs be added to the action plan.

Member McCulley moved, Member Norwood seconded, adjournment to executive session to discuss appointment, employment, and dismissal of personnel and labor relations at 8:22 p.m.

The Special Board Meeting was reconvened at 10:00 p.m. A motion was made and seconded to adjourn. Motion carried. The meeting was adjourned at 10:00 p.m.

BARBARA BARTON
Chairman

JOHN COSTE
Secretary