

WILLIAM RAINEY HARPER COLLEGE
1200 West Algonquin Road
Palatine, Illinois

AGENDA

April 23, 1992

7:30 p.m.

Presentation: Corporate Services

BOARD MEETING

8:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Citizen Participation
- IV. Communications
- V. Unfinished Business
 - A. Approval of Agenda
 - B. Student Trustee Report
- VI. Approval of Consent Agenda (Roll Call Vote)
 - A. For Approval
 - 1. Minutes--March 6, 1992 Special Board Meeting, March 25, 1992 Special Board meeting and executive session, March 26, 1992 Regular Board meeting, and April 8 Special Board meeting and executive session Exhibit VI-A-1
 - 2. Bills Payable, Payrolls for March 20 and April 3, 1992. Estimated payrolls for April 4 through June 12, 1992 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
 - 1. Personnel Action Sheets Exhibit VIII-A-1
 - 2. Early Retirement Request--Liberal Arts Division Exhibit VIII-A-2
 - B. RECOMMENDATION: 1992-93 Faculty Promotions Exhibit VIII-B
 - C. RECOMMENDATION: Inactivation of Habilitation Aide Program Exhibit VIII-C
 - D. RECOMMENDATION: Life Safety Projects Exhibit VIII-D

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| E. RECOMMENDATION: | Second Reading and Approval of
Revisions to <u>Guide to Trusteeship</u> | Exhibit VIII-E |
| F. RECOMMENDATION: | Review of Executive Session Minutes | Exhibit VIII-F |
| G. INFORMATION: | First Reading--Equal Employment Opportunity
and Affirmative Action Program | Exhibit VIII-G |
| H. INFORMATION: | Park and Grounds Operations Management
and Horticulture Programs | Exhibit VIII-H |
| 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, April 23, 1992.

CALL TO ORDER: The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chairman Norwood on Thursday, April 23, 1992 at 8:03 p.m. in the Board Room of the Administration Building, 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL: Present: Members Bakas, Born, Coste, Howard, Moats, Norwood, and Student Member Dean Sprake-Jones

Absent: Member Barton

Also present: Paul Thompson, President; Vern Manke, V.P. Administrative Services; Bonnie Henry, V.P. Student Affairs; Susan Webb-Kmiec, Recording Secretary; Felice Avila; Frank Azeke; Vic Berner; Larry Bielawa; Bruce Bohrer; Charlene Christin; Pat Bourke; Steve Catlin; B. Diane Davis; Don DiBiase; Dave Dluger; Al Dorner; Peter Gart; Chuck Gura; J. Harley Chapman; Bill Howard; Randy Illg; Diane Callin; Thea Keshavarzi; Sylvia Kingsley; Timothy Lembke; John Lucas; Dominic Magno; Don Malzahn; Liz McKay; Ed Metcalf; Roger Mussell; Elena Pokot; Sheila Quirk; Patty Roberts; Paul Sipiera; Laurie Wren; Joan Young, Harper College. Technology Services, Inc.: Jeff Gronemeyer; Tim Kelly; Dan Mooney; Barry Poulson; Claire Reed. Trish Lichtenstein, Paddock Publications. Guests: Marilyn Braus, Matt Chambers, Laura Hayden, Bill Ostensen, Kathy Roach, and Meyer Rudoff, Planetary Studies Foundation. Mike Bavier and John Heaton, PKM Advisory Committee.

Chairman Norwood welcomed the new Student Trustee, Dean Sprake-Jones.

CITIZEN PARTICIPATION:

Roger Mussell addressed the Board regarding his two-year tenure as Faculty Senate President. He expressed his pleasure in working with the members of the Executive Committee in the Faculty Senate, and related that it has been an extremely challenging and rewarding two years. Mr. Mussell introduced the new Senate Faculty President, Diane Callin, and the new Executive Committee.

Citizen
Participation
(cont'd)

The other officers are: Ray Moehrlein, Vice President; Janet Friend-Westney, Secretary; Martin Ryan, Treasurer; Jim Arnesen, Grievance Chair.

COMMUNICATIONS:

There were no communications.

UNFINISHED
BUSINESS:

Chairman Norwood noted that there would be an Executive Session at the end of the regular meeting for the purpose of discussing personnel, and to discuss executive session minutes if necessary. There will also be an addition to the Agenda under Other Business to discuss the Planetary Studies Foundation proposal.

Approval of Agenda

Member Howard moved, Member Moats seconded, that the agenda stand approved as corrected.

In a voice vote, the motion to approve the agenda as corrected passed.

Student Trustee
Report

Student Member Sprake-Jones introduced himself. He has recently re-enrolled in school after having served four years in the Air Force, and will be taking the two years of an Electrical Engineering degree at Harper with plans to transfer to the University of Illinois after that. Mr. Sprake-Jones stated that he is pleased to be on Board, and looks forward to working with the Board toward a better future for our country and the local community.

CONSENT AGENDA

Member Howard moved, Member Bakas seconded, approval of the Consent Agenda, including the minutes of the March 6, 1992 Special Board meeting, March 25, 1992 Special Board meeting and executive session, March 26, 1992 Regular Board meeting, and April 8 Special Board meeting and executive session; bills payable, payrolls for March 20 and April 3, 1992; estimated payrolls for April 4 through June 12, 1992; for information, 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).

Bills Payable	Education Fund	\$ 973,403.60
	Operations & Maintenance Fund	282,891.60
	Operations & Maintenance Fund (Restricted)	13,428.81
	Auxiliary Fund	159,133.52
	Restricted Purposes Fund	102,431.40
	Building Bonds Proceeds Fund	148,476.17
	Trust & Agency Fund	1,302,975.49
	Audit Fund	1,510.00
	Liability, Protection & Settlement Fund	96,764.48
	Federal Funds	46,273.65

Payroll

The payroll of March 20, 1992 in the amount of \$1,278,011.94, and payroll of April 3, 1992 in the amount of \$1,283,111.54; estimated payroll of April 4, 1992 through June 12, 1992 in the amount of \$5,155,564.21; estimated utility bills in the amount of \$120,000.00; payment to Microage of Northbrook for capital outlay in the amount of \$175.00; payment to TSI for professional services in the amount of \$60,000.00; payment to Hodges, Loizzi, Etc. for professional services in the amount of \$293.88; and payment to Robbins, Schwartz for professional services in the amount of \$5,229.40.

Financial Statements

There were no questions regarding the Financial Statements.

Grants and Gifts Status Report

There were no questions regarding the Grants and Gifts Status Report.

Upon roll call, the vote approving the minutes as corrected was as follows:

Ayes: Members Bakas, Born, Coste,
Howard, Moats, and Norwood.
Nays: None

Motion carried. Student Member Sprake-Jones voted aye.

BID AWARDS:

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

Ex. VII-A1 Award bid Q8425 to American Professional Technical Services in the amount of \$22,200.00, to

Bid Awards
(cont'd)

- A.M. Multigraphics in the amount of \$10,882.50 and to Schlesinger Machinery, Inc. in the amount of \$5,000.00, the bidders meeting or exceeding mandatory specifications for printing equipment, for a total amount of \$38,082.50.
- Ex. VII-A2 Award bid Q8438 to C.D. Control Systems, the low bidder for an uninterruptable power system, in the amount of \$32,080.00
- Ex. VII-A3 Award bid Q8435 to GTE Customer Networks, the low bidder for a telephone system upgrade, in the amount of \$50,770.26.
- Ex. VII-A4 Award bid Q8439 to Corporate Concepts, the low bidder for furniture for the Office of the Vice President of Student Affairs, in the amount of \$6,571.86.
- Ex. VII-A5 Award bid Q8442 to Interiors for Better Business, the low bidder for stacking chairs, in the amount of \$7,308.00.
- Ex. VII-A6 Award bid Q8441 to Larson Equipment & Furniture Co., the low bidder for lounge furniture, in the amount of \$66,716.07.
- Ex. VII-A7 Award bid Q8436 to Printech, Inc., the low bidder for the printing of all of the Fall 1992 extension center brochures, in the amount of \$11,342.06.
- Ex. VII-A8 Award bid Q8437 to Vacala Construction, Inc., the low bidder for handicapped and washroom renovations for Buildings A, B, J, and D, in the amount of \$255,483.00.

Bid Awards
(cont'd)

Ex. VII-A9 Award bid Q8443 to Quinton Instrument Co., the low bidder for an electrocardiograph, in the amount of \$12,251.00.

Ex. VII-A10 Award bid Q8440 to Atlantic Press, Inc., the low bidder for printing of the Fall 1992 Second Eight Weeks Course Schedule, in the amount of \$15,843.13.

Regarding Exhibit VII-A4, the bid for furniture for the Vice President of Student Affairs, Member Born asked if the College ever buys used furniture. Vice President Manke responded that in the past Harper College has accepted donations of furniture. He stated that the intent is to coordinate furniture that is in existence when a particular area of the College is furnished. Donations are utilized if they are a good match, but this coordination is difficult to accomplish in the used market.

Member Born stated that large corporations are beginning to take advantage of many of the wholesalers in the Chicago area, and that \$6,000 seems to be an excessive amount of money for this furniture. Member Bakas noted that there is a provision for purchasing used goods. Member Moats asked if the concern was primarily the purchase of used furniture as opposed to new furniture, or if the furniture was just overly expensive. Member Born responded that she feels the College should look for the best price, considering the market situation. Member Moats asked if Harper anticipates significant expenditures for furniture in the future. President Thompson answered that as a new building is added, there will be large furniture expenditures, and he felt that the suggestion warrants further investigation. Mr. Manke noted again that particular care must be paid to coordination.

Member Moats requested an explanation of the need for the telephone equipment in Exhibit VII-A6. Dan Mooney explained that the College is at capacity with the current telephone switch. In addition, this new equipment will

Bid Awards
(cont'd)

handle the touch-tone registration system that was previously approved by the Board. Member Moats asked if telephone usage had increased that much. President Thompson answered that there are a lot of people who are not getting through on the lines at peak times. Jeff Gronemeyer from OIS explained the system at more length, including the software and electronics needed for the upgrades to touch-tone registration and electronic mail. There are no new lines being added at the present time, but rather the capacity to add those lines in the future. Member Born asked how long this upgrade will carry Harper in terms of requests for additional equipment. Mr. Gronemeyer responded that no new equipment will be needed for at least a year; the equipment being added at this time is common equipment that can be built upon. Member Moats asked how the new equipment will resolve the problem of busy signals for in-coming calls. Mr. Gronemeyer answered that the problem is not due to lack of lines, but switch overloading, which will be eliminated. This is the first major upgrade since 1985. The new equipment is compatible with ISDN type circuits if Harper goes to that system. Member Moats asked how much was originally budgeted for the touch-tone registration. Mr. Mooney stated that the cost for touch-tone registration was originally estimated at \$70,000, but the equipment had come in at substantially less than that, about \$53,000. With this equipment, the College will be able to fully implement touch-tone registration without any further additions. The addition of voice mail in the future will require additional enhancements. The budget for that will be approximately \$50,000; however, systems are coming in at \$30-35,000 in terms of actual cost. Mr. Gronemeyer added that by using available refurbished equipment with full warranty, a savings of 40% was realized on this upgrade.

Member Moats asked how the IBM computers and peripheral equipment being requested in Exhibit VII-A11 will benefit students. Barry Poulson answered that the labs being replaced are the PCXT labs in the writing center and the English Department, as the older computers in those areas were hard to maintain and

Bid Awards
(cont'd)

incompatible with newer software. In addition, this will replace 10 PCXT's in J245, the Accounting Lab. Those older machines will be moved to I203, a secretarial area presently using typewriters. Essentially four labs will be built: the open computing lab for open entry programs, student projects and homework; the writing center; the English lab; and the secretarial lab. The PCXT's that come out of that process will be refurbished and put into lower demand applications. All 80 machines will go directly in front of students. These are 386 computers with 4MB ram, VGA monitors with mouse. The price came in much lower than the estimate, approximately \$14,000 savings over the lowest IBM NEP pricing. The additional use of the older computers was discussed, as well as upgrading them with hard drives to increase their usefulness.

Upon roll call, the vote was as follows:

Ayes: Bakas, Born, Coste, Howard,
Moats, and Norwood
Nays: None

Motion carried. Student Member Sprake-Jones voted aye.

Member Bakas moved, Student Member Sprake-Jones seconded, the approval of the purchase orders as outlined in Exhibit VII-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Purchase Orders

- Ex. VII-B1 Approve issuance of a purchase order to Carroll Seating for a teaching station in the amount of \$10,889.00.
- Ex. VII-B2 Approve issuance of a purchase order to Information Builders, Inc. for the purchase of FOCUS software in the amount of \$77,916.00.
- Ex. VII-B3 Approve issuance of a purchase order to Computer Associates for the purchase of SQL and DML/O software L (\$19,000 from 1991/92, 1992/93 and 1993/94 budgets) for a total of \$57,000.

Purchase Orders
(cont'd)

Member Moats asked how the software requested in VII-B2 will benefit students. Mr. Mooney answered that the FOCUS software is part of the decision support system program in the computer technology plan, designed to provide direct and easy-to-use access by the administrative computing community to main-frame files without going through a programmer. This time-saving measure will allow them to sit at a terminal and interact directly with a computer to get the queries back out directly. Member Moats asked if someone who would be a user of the system could give an example of how it would be beneficial. Vice President Bonnie Henry responded that they will be able to track student success. Mr. Mooney added that it is important to be able to directly interact with the computer rather than requesting that the report be produced by another individual. Selected people in various administrative offices would use this software after some training on using the data base. President Thompson stated that this will be very helpful for the counseling staff, registration, admissions, and other administrative offices, with an indirect benefit toward students of getting answers to some of their questions in a much more timely fashion.

Member Moats asked if more money will be needed to add additional software to this. Mr. Mooney replied that this product is viewed as the capstone to putting this product in the hands of the user directly. There will always be improvements and upgrades for software, but additional large sums for tools such as this will not be necessary.

In response to Mr. Moats' question regarding the actual users of the system, Steve Catlin responded that the academic deans will make good use of this. His office presently produces reports for the deans in a rather archaic and costly fashion, and is deficient in staff to get this information. Ms. Henry added that some of the information needed has previously not been available, and that this tool will allow tracking of that information.

Purchase Orders
(cont'd)

Upon roll call, the vote was as follows:

Ayes: Bakas, Born, Coste, Howard,
Moats, and Norwood
Nays: None

Motion carried. Student Member Sprake-Jones voted aye.

NEW BUSINESS:
Personnel Actions

Member Bakas moved, Member Born seconded, the approval of the personnel actions as listed in Exhibits VIII-A-1 through VIII-A-3 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Supervisory Confidential Appointments

James Finke, Manager of Community and Program Services, Office of Community and Program Services, 3/01/92, \$45,463

Classified Appointments

Alice Johnson, Program Assistant, Corporate Services, 4/27/92, \$21,000

Reclassifications

Professional/Technical

Valentina Bagratuni, Instructor, Technology, Mathematics and Physical Science, 1/15/92, \$31,176.

Solveig Bender, Assistant Professor, Technology, Mathematics and Physical Science, 1/15/92, \$36,035.

Lillian Thiel, Assistant Professor, Technology, Mathematics and Physical Science, 1/15/92, \$36,035.

Classified

Janis Bernero, Program Assistant, Office of Community and Program Services, 3/01/92, \$20,165.

Terminations

Gail Riggs, Program Specialist, Women's Program, 3/26/92, Resignation - 6 years

Elizabeth Miller, Program Specialist, Women's Program, 4/03/92, Resignation - 9.5 years

Mary Anderson, Instructional Specialist, Center for Students with Disabilities, 5/22/92, Resignation - 2.5 years

Personnel Actions
(cont'd)

Member Born asked why Harper was losing two staff members from the Women's Programs. Liz McKay answered that one is retiring, and one's husband is transferring.

Other Personnel Action

Henry Meier - German Department, Liberal Arts Division. Early retirement request effective December 31, 1992.

George Voegel - Appointment as Acting Vice President of Academic Affairs.

Upon roll call, the vote was as follows:

Ayes: Bakas, Born, Coste, Howard,
Moats and Norwood
Nays: None

Motion carried. Student Member Sprake-Jones voted aye.

Faculty Promotions

Member Bakas moved, Member Howard seconded, that the Board approve the promotions for the 1992-93 academic years:

To Assistant Professor: Diane Batzkall, Liberal Arts; Mark Healy, Business and Social Science

To Professor: Cathy Albergo, Liberal Arts; Frances Brantley, Student Development; Robert Campbell, Technology, Math and Physical Sciences; John Dodds, Liberal Arts; Dominic Magno, Technology, Math and Physical Sciences; Patricia Mulcrone, Academic Enrichment and Language Studies; Margaret Smith, Business and Social Science; Joseph Sternberg, Liberal Arts.

Member Howard wished to commend the faculty in the implementation of the promotion process. President Thompson expressed his satisfaction with the work done by the committees involved, and for the difficult decisions that they were required to make.

Upon roll call, the vote was as follows:

Ayes: Bakas, Born, Coste, Howard,
Moats, and Norwood
Nays: None

Faculty Promotions (cont'd) Motion carried. Student Member Sprake-Jones voted aye.

Habilitation Aide Program Member Moats moved, Member Howard seconded, that the Board approve the placement of the Habilitation Aide Program as an inactive unit of instruction with the Illinois Community College Board as outlined in Exhibit VIII-C (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Bakas, Born, Coste, Howard, Moats, and Norwood
Nays: None

Motion carried. Student Member Sprake-Jones voted aye.

Life Safety Projects Member Howard moved, Member Moats seconded, that the Board adopt the resolution for approval of projects to alter and repair facilities as outlined in Exhibit VIII-D (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Moats stated that \$317,250 is a great deal of money to be spending on a power distribution system. Mr. Manke responded that this estimate was given by an engineering company that specializes in this, and that the bids might come in lower. Mr. Manke explained that this project would enhance public safety and increase the electrical capacity of the panels in Building M. Mr. Moats requested a copy of the information that this figure was based on.

Upon roll call, the vote was as follows:

Ayes: Bakas, Born, Coste, Howard, Moats, and Norwood
Nays: None

Motion carried. Student Member Sprake-Jones voted aye.

Revisions to the
Guide to Trusteeship

Member Moats moved, Member Howard seconded, that the Board approve the revisions to the **Guide to Trusteeship** as outlined in Exhibit VIII-E (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Chairman Norwood noted that the additions and changes have been highlighted. Member Moats stated that the document was reviewed by legal counsel, and felt that the changes made were positive ones.

Upon roll call, the vote was as follows:

Ayes: Bakas, Born, Coste, Howard,
Moats, and Norwood
Nays: None

Motion carried. Student Member Sprake-Jones voted aye.

Review of
Executive Session
Minutes

Chairman Norwood stated that if there are no questions or discussion concerning the executive session minutes, it will not be necessary to go into executive session.

President Thompson recommended that the Board act to make the executive session minutes public record.

Member Howard moved, Member Born seconded, that the Board approve for public record the executive session minutes of September 11, 1991 and October 22, 1991 through April 8, 1992, with correction, as presented 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: Bakas, Born, Coste, Howard,
Moats, and Norwood
Nays: None

Motion carried. Student Member Sprake-Jones abstained.

EEO and
Affirmative
Action Program

Chairman Norwood noted that this is the first reading of Exhibit VIII-G. President Thompson welcomed suggestions and comments prior to the time this is brought before the Board for approval at the next scheduled Board meeting.

EEO and
Affirmative
Action (cont'd)

Member Moats requested discussion of Item IX-A, page 18. It was his feeling that Harper College may need to be more aggressive in recruiting if the system is not generating the necessary candidates, and was concerned that this statement is not aggressive enough. President Thompson stated that this is procedure rather than policy, but is important enough to the community to bring before the Board for their consideration and endorsement. Member Howard noted that the last sentence of item IX-A is proactive toward the goal of recruiting more aggressively.

Chairman Norwood felt that posting of the position for a minimum of three working days can be perceived as an unrealistically short time to actively look for a qualified person.

Member Moats asked if there was one black full-time faculty member at Harper College. Bonnie Henry answered that there is one person in student development. Member Moats stated that if the goal of the College is to have more minorities as classroom teachers, then additional ways to find those candidates will have to be explored. Member Born stated that there were only 200 Ph.D.s graduating in math in the United States last year, and since those individuals were in great demand in both academic institutions and businesses, it is important to get more minorities through the academic cycle to reach that point. Member Howard agreed that was a problem in hiring, and stressed the importance of the Board giving clear direction to efforts being made to hire qualified minority teachers. Bonnie Henry noted that her experience in hiring minority candidates directly out of college has shown her that those people are available, and felt that hiring directly out of college and actively seeking candidates by other means are both viable approaches.

Member Moats stated that rather than merely filling minority quotas, the students need the cultural experience and enrichment of having teachers of other backgrounds. Member Bakas reiterated that Harper College must agree to be more aggressive in the recruitment of minorities. Member Howard added that if an applicant is not available, other ways to

EEO and
Affirmative
Action (cont'd)

provide cultural enrichment, such as guest lecturers, could be encouraged.

Park and Grounds
Operations
Management /
Horticulture
Programs

President Thompson complimented those responsible for this review process. Dean Pat Bourke reported on the actions taken and the recommendations made, as outlined in Exhibit VIII-H. As a result, a 20 percent enrollment increase in the Horticulture programs will be realized each year from 1991-92 through 1993-94. Pat Bourke expressed her appreciation to Randy Illg and Ed Metcalf for their work, and to the area green industry businesses for their support and input.

The faculty and students in this program will be working very closely with the Roads and Grounds Department to share expertise and provide improvements on the campus.

Member Moats voiced his thanks to the volunteers from the business community for their participation. President Thompson recognized Chuck Gura, Grounds Supervisor, and thanked him for his work on this project.

OTHER BUSINESS
Planetary Studies
Foundation

Member Coste moved, Student Member Sprake-Jones seconded, that the Board authorize the College President to enter into an agreement with the Planetary Studies Foundation as outlined in Exhibit VIII-I (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Moats noted that Harper College is very fortunate to have been chosen as the location for the proposed planetarium.

Upon roll call, the vote was as follows:

Ayes: Bakas, Born, Coste, Howard,
Moats, and Norwood
Nays: None

Motion carried. Student Member Sprake-Jones voted aye.

President Thompson expressed his pleasure in working with the Planetary Studies Foundation representatives in arriving at this agreement, and introduced Jim Petri, Paul Szipiera, and

Planetary Studies
Foundation
(cont'd)

Meyer Rudoff. Mr. Petri announced that Harper College has been selected as the location for the planetarium, and thanked President Thompson and the members of the Board for their support and cooperation. At this time the letter of intent was signed.

Chairman Norwood requested that Member Moats act as Board representative to the Planetary Studies Foundation. Member Moats accepted.

Chairman Norwood noted that the Educational Foundation had requested Board input and direction, and asked Member Moats and Member Howard to work with the Foundation. The Faculty Senate has asked for Board direction, and Chairman Norwood asked Member Coste, Member Born, Member Bakas and Member Barton to meet with them. A committee was not requested.

Chairman Norwood announced that the Educational Foundation will have a meeting on April 30, 1992 at The Barn in Barrington; information will be forthcoming. ICCTA Lobby Day is May 13, 1992. May 13, 1992 is also the date of the next Special Board meeting.

Member Coste requested that the report on unit cost studies including information on an ICCB survey be reissued and updated, and included on the May 13 Special Board meeting agenda for information and discussion. The request was so noted by Chairman Norwood.

PRESIDENT'S
REPORT

President Thompson shared additional information on the Property and Casualty Insurance Program for Harper College, and asked the Board members to review this in the next week for input before the next regular Board meeting.

A new project schedule received from the architects indicates that the building program is delayed. Bids will not be accepted and opened until June, with ground breaking possibly occurring in July.

The Governor's budget recommendations and its implications have been received and could result in a funding of approximately \$200,000 less than anticipated. This is only one of

President's
Report (cont'd)

the recommendations considered by the legislature; however, this may be the optimistic budget.

The brochure for the Peak Program was distributed. This program offers a wide range of opportunities for 11 to 14 year old community children. An enrollment of approximately 1,050 is expected for this summer.

Mary Cook of the Harper College Speech Team won the prose interpretation in the forensics tournament held in St. Louis, Missouri. President Thompson congratulated Mary and the other members of the speech team for their performance this year.

President Thompson attended the AACJC meeting in Phoenix, where students are recognized for their academic achievement. USA Today and the AACJC sponsor scholarships for those academic All-Americans. Matt Eisman from Harper College made the third team and will receive a certificate at the Academic Convocation in May. The students interviewed by USA Today stated that community college was a first choice rather than second choice for them.

Member Born noted from her experience at the Phoenix meeting, it is apparent that Harper College is becoming more known nationally.

EXECUTIVE SESSION

Member Howard moved, Member Moats seconded that the Board adjourn into executive session for the purpose of discussing the appointment, employment and dismissal of personnel.

Upon roll call, the vote was as follows:

Ayes: Bakas, Born, Coste, Howard,
Moats, and Norwood

Nays: None

Motion carried. Student Member Sprake-Jones voted aye and the Board adjourned into executive session at 9:20 p.m.

Following executive session, it was moved and seconded that the Board return to regular session. In a voice vote, motion carried and the Board returned to regular session at 10:21 p.m.

ADJOURNMENT

Member Howard moved, Member Bakas seconded,
that the meeting be adjourned.

In a voice vote the motion carried, and the
meeting adjourned at 10:22 p.m.

Chairman

Secretary