

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 Monday, November 13, 1995.

CALL TO ORDER:

The Regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chairman Moats on Monday, November 13, 1995 at 8:15 p.m. in the Board Room of the Administration Building, 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL:

Present: Members Barton, Born, Gillette, Hess, Howard, Kolze and Moats;
Student Member Solarte

Absent: None.

Also present: Paul Thompson, President; Vern Manke, V.P. Administrative Services; Ted Agresta; Felice Avila; Vic Berner; Larry Bielawa; Jean Chapman; Tom Choice; Robert Getz; Bill Howard; Joan Kindle; Warren Kostka; Jack Lucas; Rosemary Murray; Jeanne Pankanin; Elena Pokot; Sheila Quirk; Patty Roberts; Pat Wenthold; Laurie Wren; Joan Young - Harper College. Shabana Jameel - Harper Student. Guests: Peter Hattam, Jim Thomas, and Pat Tyrrell - Halton College, England.

Chairman Moats welcomed Jim Thomas, Peter Hattam and Pat Tyrrell from Halton College in England.

Chairman Moats thanked Pat Beach for the evening's dinner and refreshments, as well as the buffet prepared for the Foundation reunion on Sunday, November 12.

CITIZEN PARTICIPATION

There was no citizen participation.

RESOLUTIONS OF APPRECIATION:
Brian Heise and
John Coste

Chairman Moats read a resolution thanking Brian Heise for his service on the Board of Trustees. Mr. Heise expressed his appreciation and noted that it was an honor to serve on the Harper College Board.

Member Barton moved, Member Howard seconded, that the Board accept the resolution (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

Chairman Moats also read a resolution thanking John Coste for his service on the Board of Trustees. Mr. Coste will receive his plaque at a later date.

Member Barton moved, Member Born seconded, that the Board accept the resolution (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

COMMUNICATIONS

There were no communications.

STUDENT TRUSTEE REPORT

Student Trustee Solarte reported on the Student Trustee Advocacy meeting which she attended at the recent ICCTA meeting. She is hoping to use information gained to work with next year's Student Trustee. The advocacy group is working on a general orientation for community college Student Board members.

Student Trustee Solarte introduced Shabana Jameel as the Outstanding Student of the month and detailed her many accomplishments at Harper.

CONSENT AGENDA

Member Howard moved, Member Born seconded, approval of the minutes of the October 26, 1995 Regular Board meeting and executive session; bills payable; payrolls for October 28; estimated payrolls for October 29 through January 5, 1996; and for information: financial statements, committee and liaison reports, and grants and gifts status report, as outlined in Exhibits VI-A and VI-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Operating & Auxiliary Funds	\$2,530,500.76
Restricted Purposes and Trust & Agency Fund	260,102.03

Federal Funds	94,732.48
Imprest Fund	120,094.98

The payroll of October 27, 1995 in the amount of \$1,011,770.20; estimated payroll of October 29, 1995 through January 5, 1996 in the amount of \$4,084,084.68; and estimated utility bills in the amount of \$125,000.00.

Member Howard noted that this vote will authorize advance approval of bills payable for November and December because of the rescheduling of this Board meeting.

Member Gillette requested that the minutes be separated from the consent agenda since he was not on the Board and could not vote on that item. Chairman Moats suggested that Member Gillette abstain from voting, with the reason for abstention noted in the record.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Howard, Kolze and Moats
Nays: None
Abstain: Members Gillette and Hess

Motion carried. Student Member Solarte voted aye.

BID AWARD

Member Barton moved, Member Howard seconded, that the Board approve the Bid Award as outlined in Exhibit VII-A (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Ex. VII-A1 Award Bid Q8719 to Johannsen Associates, LLC, the low bidder for a Language Laboratory, in the amount of \$66,740.00.

Member Kolze questioned the wide discrepancy in the bids received. Member Howard noted that there were only two responses to the bid notice. Vice President Manke responded that this is a very unique type of equipment.

Chairman Moats asked if all of the students will be using the equipment. Jean Chapman responded that this purchase will allow up to 96 students to use the equipment at one time. She noted that if the purchase is approved, Harper will become a demo site for the midwest, only the fourth installation in the United States, and was selected on the basis of the reputation of our department. Chairman Moats asked if the staff has experience using this system. Ms. Chapman stated that they have done extensive research on a variety of language lab systems and are confident that this is an excellent system based on its durability and reliability.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Gillette,
Hess, Howard, Kolze and Moats
Nays: None

Motion carried. Student Member Solarte voted aye.

NEW BUSINESS
Personnel Actions

Member Howard moved, Member Kolze seconded, that the Board approve the following personnel actions as outlined in Exhibit VIII-A1 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Professional/Technical Appointment

Dora Ayala, Information Specialist, Center
for New Students and Orientation,
11/06/95, \$27,500

Classified Staff Appointments

James Garcilazo, Receptionist p/t,
Registrar's Office, 11/15/95,
\$9,880

Larry Lau, Cashier, Bursar's Office,
11/13/95, \$20,000

Nicole Moody, Box Office Clerk II p/t,
Theater Center, 11/14/95, \$9,860

Harper #512-IEA Appointment

Thomas Fuller, Custodian, Physical Plant,
10/30/95, \$24,731

Classified Staff Resignations

Jason Tiggs, Publications - Mail Center,
11/24/95, 4 years

Stacey Fassino, Office of Community & Program
Services, Declined appointment

Harper #512-IEA Termination

Gary Elosh, Physical Plant, Declined
appointment

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Gillette,
Hess, Howard, Kolze and Moats

Nays: None

Motion carried. Student Member Solarte voted
aye.

Approval of Grant
Funded Position

Member Barton moved, Member Howard seconded,
that an exempt level position not to exceed
\$35,000 for salary and benefits be estab-
lished and funded for the duration of the
HECA Minority Transition Center Grant as
outlined in Exhibit VIII-A2 (attached to the
minutes in the Board of Trustees' Official
Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Gillette,
Hess, Howard, Kolze and Moats

Nays: None

Motion carried. Student Member Solarte voted
aye.

Adjunct Faculty
Compensation

Member Hess moved, Member Barton seconded,
that the Board approve the salary schedule
for adjunct faculty for the spring 1996,
summer 1996, and fall 1996 semesters as
outlined in Exhibit VIII-B (attached to the
minutes in the Board of Trustees' Official
Book of Minutes).

President Thompson noted that this schedule
is in accordance with the faculty contract.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Gillette,
Hess, Howard, Kolze and Moats
Nays: None

Motion carried. Student Member Solarte voted aye.

1995 Estimated
Tax Levies

Member Barton moved, Member Howard seconded, that the resolution providing for the estimated tax levies for 1995 be adopted, as outlined in Exhibit VIII-C (attached to the minutes in the Board of Trustees' Official Book of Minutes).

President Thompson noted that this estimate is more difficult than it has been in the past because of the Cook County tax cap. Mr. Manke gave a brief overview of the resolution. The 1994 equalized assessed value dropped for the first time in Cook County due to a decrease in the multiplier. The net effect for the district resulted in a one percent drop for the equalized assessed value for the whole district. Projected increased assessed value for new construction was taken into account. This is important if we are to maximize the levies so that new construction on the tax rolls for 1995 will be taxed at the full rate to which the College district is entitled. The proposed levy in the Education Fund and the Operations & Maintenance Fund will be an increase of approximately three percent. Mr. Manke noted that if the new construction comes in lower than expected, the County Clerk will not extend the levy at that rate.

Mr. Manke explained that the 2.7 percent tax cap must also be calculated into the proposed levy. By taking into account the Consumer Price Index and the new construction estimated at \$172 million, it was determined that the limiting tax rate will be 26.2694, including all funds. That rate prevents the tax rate from going any higher than the 1994 rate of .2948. The 1995 tax rate including bond and interest is estimated to be .2918.

Another factor that must be met is the Truth in Taxation law, which stipulates that if the levy will increase by more than five percent, a truth in taxation notice must be published. With debt service, the levy will increase 3.57 percent, and without debt service it will increase 4.36 percent, which will be under the 5 percent limit. The 1995 proposed levy, including all funds presented tonight and including bond and interest, would be \$33,415,276. The figure excluding bond and interest would be \$30,868,913.

Member Gillette noted that the average homeowner will have a maximum 2.7 percent increase. Mr. Manke stated that some homeowners may actually see a decrease in their tax rate.

Chairman Moats asked how much of the \$1,150,000 is due to new construction. Mr. Manke replied that the figure is approximately \$600,000.

Mr. Manke stated that he is very concerned about what the legislators have done to the institutions confined by the tax cap, since it will be very difficult to maintain adequate funding through local resources in the future.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Gillette,
Hess, Howard, Kolze and Moats
Nays: None

Motion carried. Student Member Solarte voted aye.

November/December
Payrolls and Bills
Payable

Member Howard moved, Member Kolze seconded, that the Board authorize the administration to issue checks for payrolls and payments of November/December bills as outlined in Exhibit VIII-D (attached to the minutes in the Board of Trustees' Official Book of Minutes).

It was noted that these actions will be ratified by the Board at the regular December Board meeting.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Gillette,
Hess, Howard, Kolze and Moats
Nays: None

Motion carried. Student Member Solarte voted aye.

INFORMATION
Major Gifts
Campaign

President Thompson noted that the statement regarding the status of the Major Gifts Campaign is included in the Board packet. Member Howard noted that the 86 percent participation of the Board for the campaign is the combined participation of the Foundation and Harper Boards, as the Harper College Board of Trustees has pledged 100 percent.

MISCELLANEOUS ITEMS
Board Objectives

Chairman Moats distributed the Board of Trustees objectives for 1995-96. He noted that this was the topic of the previous Board retreats. Chairman Moats and President Thompson will work together in terms of the strategy to implement these objectives.

ICCTA

Member Born reported on the recent ICCTA meeting. Member Born distributed information to the Board members regarding legal issues that were raised, and asked that they read this information. She noted that there will be new trustee training in Collinsville, Illinois on January 12 and 13, and she urged the new trustees to attend that training. As Secretary of the ICCTA, Member Born will be in attendance.

PRESIDENT'S REPORT

President Thompson extended a warm welcome to the new trustees.

President Thompson noted that Harper is in the process of finalizing an arrangement with the Private Industry Council and the Illinois Department of Employment Security in a three-way partnership on a one-stop-shop career

center. At the present time, negotiations are underway for a location to do this in conjunction with the other two entities. The new federal legislation will have this kind of a center included in it, and this planning is in anticipation of the adoption of that federal legislation.

Harper College was recently commended by the Illinois Dept. of Energy and Natural Resources for outstanding energy conservation measures during 1994. Overall energy usage at the College was reduced by 5.3 percent. He commended everybody at Harper for their efforts in reducing energy uses and charges. Member Gillette noted that taxpayers may be interested in knowing how much money was saved with that 5.3 percent reduction.

Past and present members of the Educational Foundation joined with current and former members of the Board of Trustees for a brunch in Building F. The event included a tour of the "black box", a three-dimensional art studio, and the distance learning classroom. Some of the guests attended a performance of "The Dining Room".

Tim Manning, a Harper College adjunct faculty member in the Architectural Technology program, and his wife, Karen, are the proud parents of quadruplets.

Betty Windham, recently retired physics professor, was voted Illinois Physics Teacher of the Year.

Liz McKay was recently honored at a recognition dinner held by the Girl Scouts Illinois Crossroads Council. This event acknowledged the special achievements and contributions of 100 dedicated volunteers.

During the annual staff development day, Jean Hoffman, Administrative Assistant in the Learning Resources Center, was awarded the Outstanding Service Award for 1995. This recognition honors an individual or team from the Classified, Supervisory Confidential,