

WILLIAM RAINEY HARPER COLLEGE  
1200 West Algonquin Road  
Palatine, Illinois

Regular Board Meeting

November 21, 1996

Agenda

- I. Call to Order
- II. Roll Call
- III. Citizen Participation
- IV. Communications
- V. Student Trustee Report
- VI. Approval of Consent Agenda (Roll Call Vote)
  - A. For Approval
    - 1. Minutes--October 22 Special Board meeting; October 24 Regular Board meeting and executive sessions; and November 7 Special Board meeting Exhibit VI-A-1
    - 2. Bills Payable, Payrolls for October 25 and November 8. Estimated payrolls for November 9, 1996 through January 3, 1997 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. Bid Awards Exhibit VII
- VIII. New Business
  - A. RECOMMENDATION: Personnel Actions Exhibit VIII-A-1
    - 1. Personnel Action Sheets Exhibit VIII-A-2
    - 2. 1996-97 Organization Charts Exhibit VIII-A-3
    - 3. New Positions--Information Systems
  - B. RECOMMENDATION: Career Advisory Committee Appointments for 1996-97 Exhibit VIII-B
  - C. RECOMMENDATION: Tax Levy Hearing and Adoption of 1996 Tax Levy Resolution Exhibit VIII-C
  - D. RECOMMENDATION: Resolution: Abatement of 1996 Tax for General Obligation Bonds Exhibit VIII-D
  - E. RECOMMENDATION: Facility Planning--Phase III: Architect's Construction Documents for Life Safety Project at Northeast Center Exhibit VIII-E
  - F. RECOMMENDATION: Disposal of Obsolete and Unrepairable College Personal Property Exhibit VIII-F

G. INFORMATION: First Reading: Amendments to Board Policy Manual

1. Invoices	Exhibit VIII-G-1
2. Family Medical Leave Act	Exhibit VIII-G-2
3. School Visitation Rights	Exhibit VIII-G-3
4. Delivery of Alcoholic Beverages	Exhibit VIII-G-4
5. Campus Security Act	Exhibit VIII-G-5

H. INFORMATION: First Reading: Board Policy Manual, Revised, Fourth Printing

Exhibit VIII-H

I. INFORMATION: Status Report: Major Gifts Campaign

Exhibit VIII-I

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, November 21, 1996

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 Thursday, November 21, 1996 at 7:05 p.m. in the Board Room of the Administration Building, 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL: Present: Members Barton, Gillette, Howard, Kolze, Moats, and O'Reilly; Student Member Starek  
Absent: Member Hess

Also present: Paul Thompson, President; Ed Dolan, V.P. Academic Affairs; Judy Thorson, V.P. Administrative Services, David McShane, V.P. Information Systems; Felice Avila; Larry Bielawa; Pauline Buss; Steve Catlin; Tom Choice; Robert Getz; Bill Howard; Thea Keshavarzi; Liz McKay; Paul Szipiera; Lee Vogel; Laurie Wren; Joan Young - Harper College. Lisa Butler; Sam Dlugatch; Matt Dobrowolski; Charles Hinnens; Ryan McGraw; M. Patel; Karen Shallcross; Colleen Tomanek; Lavelle Velez; Pamela Widder - Harper Students. Guests: Alan Bombick - Legat Architects.

CITIZEN PARTICIPATION

There was no citizen participation.

COMMUNICATIONS

There was no citizen participation.

STUDENT TRUSTEE REPORT

Student Member Starek introduced the following members of the 1996-97 Student Senate who were in attendance. It was noted that there is nearly a full complement of senators and representatives this year, and many of them have already begun working on committees and with the student body. On behalf of the Board, Chairman Moats congratulated the members on their election to the Student Senate.

Student Member Starek related student concerns about problems with the new soda machines on campus. According to the person in the cafeteria, approximately \$50.00 per week is lost in the machines. Vice President

Thorson replied that she was familiar with the issue, but did not know at this time how the vendor will resolve the problem. She agreed to follow-up with Student Member Starek.

In addition, students have been asking about the timeframe for a new student building. Student Member Starek asked for some communication to be shared in this matter. The information could be disseminated through the Student Senate or through the Harbinger. President Thompson stated that the study is under way. There are no concrete plans as of this date, but further updates will be provided to the students.

Student Member Starek relayed information that he has compiled on the issue of foreign student tuition rates. All of Harper's international students live in the state of Illinois, and 75 percent of them live in the Harper district. Student Member Starek noted that many of the universities charge full-time international students a flat full-time rate for 12 to 18 credits. He questioned whether Harper could institute such a rate structure. President Thompson agreed to look into this. Ms. Thorson received information from Harper legal counsel that the Board must charge a certain rate for foreign students. Member Gillette commented that the state is apparently subsidizing the tuition of international students at the four-year state institutions, and suggested that the state could contribute more for these students' tuition at the community college level.

There was discussion regarding the reasons for high tuition rates for Harper's international students. It was the consensus of the Board that the tuition rate structure for these students should be studied. Member Howard suggested that the Educational Foundation look at this in terms of scholarships, since some of the international corporations may be interested in developing scholarships to international students. Vice President Dolan noted that the International Committee has contacted Director of Development, Felice Avila, to pursue this suggestion. Member Gillette suggested that the administration look into the availability of Fulbright scholarships for community college students.

Student Member Starek reiterated his recommendation that international students pay a flat fee of 12 credit hours at the regular tuition cost, with the opportunity to take up to 18 credit hours at no additional cost, provided other students are not displaced from those classes. Member Kolze recommended that this recommendation be referred to the Enrollment Committee. The administration will follow-up on this issue, and look into the legal issues surrounding the basis of the tuition rates. Ms. Thorson will fax the information that she received from college legal counsel to the Board members.

President Thompson noted that Student Member Starek was a Phi Beta Kappa initiate recently, and won the Advisor Award, a \$500.00 scholarship.

#### APPROVAL OF AGENDA

Chairman Moats noted the following agenda changes: Exhibit VII-A3 has been added; Exhibit VIII-A1 has been revised, and an additional sheet has been added to the levy resolution.

Member Kolze moved. Member Barton seconded, that the Board approve the agenda as amended. In a voice vote, the motion carried.

Chairman Moats also noted that there will be an executive session following the meeting for the purpose of discussing appointment, employment and dismissal of personnel.

#### CONSENT AGENDA

Member Howard moved. Member Kolze seconded, approval of the minutes of the October 22 Special Board meeting, October 24 Regular Board meeting and executive sessions, and November 7 Special Board meeting; bills payable; payrolls for October 25 and November 8; estimated payrolls for November 9, 1996 through January 3, 1997; 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	\$2,335,864.17
Restricted Purposes and	
Trust & Agency Fund	943,742.92
Federal Funds	48,922.10
Imprest Fund	120,153.89
CE Tuition Refunds	3,059.00

The payrolls of October 25, 1996 in the amount of \$2,258,956.82, and November 8, 1996 in the amount of \$ 1,551,520.02; estimated payroll of November 9, 1996 through January 3, 1997 in the amount of \$7,324,392.43; and estimated utility bills in the amount of \$125,000.00.

Student Member Starek asked that Page 3 of the minutes of the October 24, 1996 Regular Board meeting be revised to read that Student Member Starek has been appointed to the "College Space Planning Task Force". It was noted that the motion reflects this change.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Gillette, Howard,  
Kolze, O'Reilly and Moats  
Nays: None

Motion carried. Student Member Starek voted aye.

#### BID AWARDS

Member Barton moved, Member Howard seconded, that the Board approve the Bid Awards as outlined in Exhibits VII-A1 through VII-A3 (attached to the minutes in the Board of Trustees' Official Book of Minutes) as follows:

- Ex. VII-A1 Award Bid Q8781 to Educational & Institutional Cooperative Services, Inc. the low bidder for office furnishings, in the amount of \$17,344.92.
- Ex. VII-A2 Award Bid Q8782 to Newsweb Corporation, the low bidder for printing of the Spring 1997 Second Eight Weeks Course Schedule, in the amount of \$20,500.00.
- Ex. VII-A3 Award Bid Q8786 to Environetx, the low bidder for Steelcase furniture, in the amount of \$51,769.64.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Gillette, Howard,  
Kolze, O'Reilly and Moats  
Nays: None

Motion carried. Student Member Starek voted aye.

## NEW BUSINESS

## Personnel Actions

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

Professional/Technical Appointment

Linda Kinney, Nursing Lab Assistant p/t,  
LS/HS-Nursing Dept., 11/12/96,  
\$6,660

Supervisory/Confidential Appointments

Robert Fabbrini, Operating and Networking-  
Systems Manager, Workforce and  
Professional Development, 11/18/96,  
\$70,000

Justice Neale, Manager of User Support, IS/US,  
12/02/96, \$5,350

Classified Staff Appointment

Mary Mikell, Clerk Typist II p/t, Business  
and Social Science, 11/18/96,  
\$12,540

Faculty Resignation

Lisa Brady, Athletic Counselor, Wellness and  
Human Performance, 11/22/96,  
4.3 years

Professional/Technical Resignation

Mary Mann, Nursing Lab Assistant p/t, LS/HS-  
Nursing Dept., 10/11/96, one year

Classified Staff Resignations

Sandra Conley, Administrative Assistant,  
Business & Social Science,  
10/30/96, 3.7 years

Jerry Seitzinger, Clerk I-Continuing  
Education p/t, Admissions,  
10/10/96, 1.6 years

Upon roll call, the vote was as follows:

Ayes: Members Barton, Gillette, Howard,  
Kolze, O'Reilly and Moats

Nays: None

Motion carried. Student Member Starek voted  
aye.

## 1996-97 Organizational Charts

President Thompson stated that the vacant positions have been listed in the chart. In addition, the Board has received rationales to keep those positions in the budget. He noted that there is a listing by year of the total number of employees. Of the seven additional employees listed since the last report, four of these are grant-funded; two are auxiliary service employees; and one is in the Development Office, which is the only additional salary paid out of the Education Fund.

Member Kolze moved, Member O'Reilly seconded, that the Board approve the organizational charts as outlined in Exhibit VII-A2 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Kolze recommended that the vacancy list be redesigned to group faculty and administrative positions together as opposed to classified positions, grant-funded positions, part-time positions, etc. Ms. Thorson agreed to follow-up on this.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Gillette, Howard,  
Kolze, O'Reilly and Moats  
Nays: None

Motion carried. Student Member Starek voted aye.

New Positions -  
Information  
positions

Member Howard moved, Member O'Reilly seconded, seconded, that the Board approve six new positions in Information Systems as outlined in Exhibit VIII-A3 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

- (2) Consultant for Desktop Integration,  
User Services
- (2) Programmer/Analyst, Administrative  
Systems
- (1) Coordinator of Installations,  
Information Systems
- (1) Inventory and Logistics, Technical  
Services

Upon roll call, the vote was as follows:

Ayes: Members Barton, Gillette, Howard,  
Kolze, O'Reilly and Moats  
Nays: None

Motion carried. Student Member Starek voted aye.



Career Advisory  
Committee  
Appointments

Member O'Reilly moved, Member Howard seconded, that the Board approve the Career Advisory Committee appointments for the 1996-97 academic year as outlined in Exhibit VIII-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

There was discussion regarding the role of advisors and the appropriate ways to acknowledge appreciation by the College, with additional information provided by George Evans, Tom Choice, and Dr. Dolan. Member Gillette suggested that letters of appreciation regarding the work of these individuals be sent to the CEOs of their respective employers, if possible. Dr. Dolan will look into that suggestion.

In a voice vote, the motion carried.

Adoption of Levy  
Resolution

Inasmuch as there were no audience members who wished to speak concerning the levy, Chairman Moats noted that it would not be necessary to recess the meeting for a hearing.

Member Barton moved, Member Kolze seconded, that the Board adopt the Levy Resolution for 1996 as outlined in Exhibit VIII-C (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Ms. Thorson noted that the Board's concerns that were raised at the October Board meeting have been taken into consideration. The levy has been increased to 4.99 percent, although she noted that the tax caps will probably not allow the College to collect the full amount. In reference to the Board's concern about new construction, Ms. Thorson noted that the tax cap law requires each county to provide their new construction estimates, which were used in the calculations of the levy.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Gillette, Howard,  
Kolze, O'Reilly and Moats  
Nays: None

Motion carried. Student Member Starek voted aye.

Abatement of 1996  
Tax for General  
Obligation Bonds

Member Howard moved, Member Kolze seconded, that the Board approve the resolution abating the tax levied for 1996 to pay the debt service on the \$1,700,000 General Obligation Bonds and

authorize the transfer of \$217,500 from the Bookstore profits in the Auxiliary Fund to the Bond and Interest Fund as outlined in Exhibit VIII-D (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Howard explained that the bonds are being paid off with the profits from the Harper Bookstore.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Gillette, Howard,  
Kolze, O'Reilly and Moats  
Nays: None

Motion carried. Student Member Starek voted aye.

Facility Planning: Member Kolze moved, Member Barton seconded, that  
NEC Life Safety Project the Board approve Phase III (Architect's Construction Documents) of the Life Safety Project at the Northeast Center and authorize movement to Phase IV.

Member Gillette asked if the air conditioning load has been reduced for the lower energy PCs that will be used in the building. Alan Bombick, Legat Architects, responded that the loads were reduced to approximately 80 percent of the original projection.

Member Gillette asked if the HVAC system has proportional control to compensate for days when there is low occupancy in order to prevent "sick building" syndrome. Mr. Bombick noted that the digital control system will have the capability to provide that level of control and will verify this for the Board. Member Gillette asked for an efficiency rating for the air conditioning system that is being installed. Mr. Bombick will provide that information as well. Member Gillette asked what the cost per square foot estimate will be with the downsizing of the heat load. Mr. Bombick stated that the estimate is \$31.21 per square foot for the mechanical systems for the two stages of work on both the first and second floors. The cost for the electric system has been reduced to approximately \$7.50 per square foot.

Chairman Moats suggested that Member Gillette meet with the architect's mechanical engineers. Mr. Bombick agreed to forward a response to the Board regarding the "sick building" questions and the HVAC efficiency rating.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Gillette, Howard,  
Kolze, O'Reilly and Moats  
Nays: None

Motion carried. Student Member Starek voted aye.

Disposal of  
Property

Member O'Reilly moved, Member Howard seconded, that the Board approve the disposal of obsolete and unrepairable property as outlined in Exhibit VIII-F (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Director of Purchasing Thea Keshavarzi explained the bid process and the procedures that will be followed. There was discussion regarding the donation of usable equipment to needy organizations.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Gillette, Howard,  
Kolze, O'Reilly and Moats  
Nays: None

Motion carried. Student Member Starek voted aye.

INFORMATION  
Board Policy  
Manual

President Thompson presented amendments to the Board Policy Manual for first reading, as well as a Revised Board Policy Manual.

Member Kolze complimented Ms. Thorson and the Business Office staff for implementing a policy for the timely payment of bills. The policy has been reviewed and approved by legal counsel. There was a brief discussion regarding the other proposed changes.

Member Gillette raised the question of a policy in regard to a disclaimer that indicates that the views of a writer are not necessarily those of the College, either for the Internet or in print. There was discussion between Vice President David McShane and Member Gillette as to whether the present policy was acceptable to Harper's attorneys. President Thompson agreed to look into the question.

Member Gillette brought up the question of a policy for disaster recovery of crucial records.

Member Gillette agreed to review the proposed policy changes in detail and follow-up with the administration.

Student Member Starek suggested that the administration notify the Board of the changes in tuition rates for out-of-district students after the audit figures become available.

Chairman Moats noted that the policy regarding speakers is very positive in terms of Harper's attitude toward free speech.

Major Gifts  
Campaign

President Thompson noted that they will be following up with people who were present at the Robert Dederick presentation.

Member Gillette stated that he was donating a copy of *The American Radio Relay League National Educational Workshop* of October 1996 to the Harper Library. The publication contains a two-page article that he wrote.

OTHER BUSINESS

There was discussion regarding Harper's web page on the Internet, as well as the connection it provides with other institutions worldwide.

Chairman Moats thanked George Evans and the Faculty Senate for the dinner they shared with the Board. He noted that Board representatives will meet in the near future to plan for additional sessions with the Faculty Senate.

Resignation of  
Chairman Moats

Prior to the election of Board officers, Chairman Moats announced, with regret, that he was resigning from the Board of Trustees after 15 years of service. He felt that it was time to devote more attention to his family and to his business. He expressed gratitude to his Board colleagues, the students, faculty, staff, administration, Friends of Harper, Educational Foundation, and members of the community.

Election of  
Board Officers

Member Barton moved, Member Howard seconded, that Sara O'Reilly be nominated as the Chairman of the Board. Member Barton moved, Member Howard seconded, that Sara O'Reilly be elected as Chairman of the Board by acclamation.

In a voice vote, the motion carried.

Member Howard moved, Member Barton seconded, that Richard Kolze be nominated as the Vice Chairman of the Board. Member Moats moved, Member Barton seconded, that Richard Kolze be elected as Vice Chairman of the Board by acclimation.

In a voice vote, motion carried.

Member Kolze moved, Member Howard seconded, that Barbara Barton be nominated as Secretary of the Board. Member Moats moved, Member Howard seconded, that Barbara Barton be elected as Secretary of the Board by acclimation.

In a voice vote, the motion carried.

Chairman O'Reilly read a resolution expressing appreciation to Member Moats for his service to Harper College from April 1969 to April 1975 and from November 1987 to November 1996. On behalf of the Board and Harper College community, President Thompson presented Member Moats with a framed Tom Lynch print of the College, and thanked him for his leadership to the College.

#### PRESIDENT'S REPORT

President Thompson reported that Harper's Speech Team recently finished in first place at Oakland University. He congratulated the students for their impressive work.

Julie Hennig, Coordinator of ESL Registration in the AE/LS Division, was selected to receive the Outstanding Service Award for 1996. President Thompson congratulated all of the nominees, and especially Ms. Hennig for her outstanding achievement.

Janette Goodman, an Aquacise instructor at Harper, recently assisted a woman who had suffered a respiratory arrest at Harper. President Thompson commended her quick action in helping this individual.

Sharrie Hildebrandt, former coordinator in the Legal Tech Program, recently received assistance from the College when a relative needed translation assistance in Mexico after a serious automobile accident. Juanita Bassler, Multi-Cultural Affairs, acted as translator and assisted the family during this time of need.

Dennis Brennen served as the moderator of a recent debate on the legalization of gambling for Evanston Channel TV 3.

President Thompson announced that an art exhibit featuring works by area high school students is on display in Buildings C and P until December 15. He encouraged everyone to visit the exhibit.

Northern Trust Bank has provided the funds for the printing of a brochure highlighting the sculpture and art at Harper College. President Thompson thanked Harper staff members Caroline Klein, Ben Dallas and Mark Steffan for their contributions in the development of the brochure. He expressed appreciation to Northern Trust Bank for their generosity.

President Thompson noted that the College is continuing with the process of the North Central Self-Study. Task force members have scheduled an open forum on January 17 to review the draft of the self-study. There will be broad areas of concern that have been identified in the document, and topics from those will be addressed at the forum. These topics include governance, planning, and communication. The event will be at the Rolling Meadows Holiday Inn; attendance is limited to 230 individuals.

President Thompson recently attended the 50-10 Symposium for the Fulbright and Isis anniversaries.

The ICCB Foundation is hosting a P-Q-P Program Review workshop which focuses on improving institutional administration of program development and the review process. Chris Kranz, coordinator of career services, will make a presentation entitled "Futures Trading: Boosting Performance Through Effective Job Placement Strategies".

Legislative hearings took place one week ago at four different locations across the state. During the hearings, representatives of the House Education Committee and House Appropriations Committee heard testimony from community college representatives. Approximately 1,000 people participated in the four-day presentations. Member Howard and President Thompson attended, as well as Christine Overtoom from Harper and Richard Hughes from Omron Corporation. President Thompson shared some of the facts that were presented to the committee as follows:

Community colleges enroll 63.9 percent of all of the Illinois public higher education students. They generate 53 percent of the Illinois public higher education credit hours. They have 31.7 percent of the nonresidential square footage in Illinois public higher education buildings. However, they receive 14.8 percent of the state's general revenue funds allocated to higher education, and for the last decade, have received only 17 percent of the state higher education construction funding.

President Thompson noted that the testimony was very impressive, and felt that the legislators now have a different viewpoint of the role of community colleges.

President Thompson noted that the cover story of Fiscal Focus is on higher education, with a centerfold about community colleges. Member Barton suggested that those pages be reproduced and sent to our legislators. Member Howard suggested that the statistics that were presented at the legislative hearings be sent to the legislators as well.

President Thompson attended the Association of Colleges meeting in the United Kingdom in Cardiff, Wales as the Chair of the AAC Commission on International and Intercultural Programs. He reported that they have developed an organization in the United Kingdom similar to the American Association of Community Colleges. Halton College, which has sent representatives to visit Harper in the past, won two awards at the convention and credited Harper for some of the ideas implemented at Halton.

President Thompson noted that the Board will tour Physical Plant facilities with IEA/NEA co-presidents Dave Lauermaann and Mike Knutson and other Physical Plant personnel prior to the December 19 Board meeting.

#### EXECUTIVE SESSION

Member Barton moved, Member Howard 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: Members Barton, Gillette, Howard,  
Kolze, O'Reilly and Moats  
Nays: None

The Board adjourned into executive session at 8:55 p.m.

Following executive session, Member Howard moved, Member Gillette seconded that the meeting be reconvened. In a voice vote, the motion carried and the Regular meeting was reconvened at 10:55 p.m.

NEW BUSINESS

Member Moats moved, Member Kolze seconded, adoption of a resolution of appreciation to Laurie Wren, Executive Assistant to the President and Board of Trustees, for her longtime service to the Board of Trustees.

In a voice vote, the motion carried.

Member Moats moved, Member Howard seconded, that the President's contract be amended and that the President receive an increase in salary in the amount of 4.5 percent retroactive to July 1, 1996.

Upon roll call, the vote was as follows:

- Ayes: Members Barton, Gillette, Howard, Kolze, O'Reilly and Moats
- Nays: None

Motion carried.

ADJOURNMENT

Member Howard moved, Member Kolze seconded, that the meeting be adjourned. In a voice vote, the motion carried and the meeting was adjourned at 11:07 p.m.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Secretary



**BOARD REQUESTS****NOVEMBER 21, 1996 REGULAR MEETING**

- 1) Student Member Starek related student concerns about problems money being lost in the new soda machines on campus. Judy Thorson agreed to follow-up with Student Member Starek.
- 2) Student Member Starek proposed that Harper charge full-time international students a flat full-time rate for 12 to 18 credits. It was the consensus of the Board that the tuition rate structure for foreign students should be studied. Member Kolze recommended that Student Member Starek's recommendation be referred to the Enrollment Committee. The administration will follow-up on this issue, and look into the legal issues surrounding the basis of the tuition rates. Ms. Thorson will fax the information that she received from the attorneys to the Board members.
- 3) Member Howard suggested that the Educational Foundation look at the issue of international tuition in terms of scholarships, as some of the international corporations may be interested in developing scholarships to international students. Vice President Dolan noted that the International Committee has contacted Felice Avila to pursue this suggestion. Member Gillette suggested that we look into the availability of Fulbright scholarships for community college students.
- 4) Member Kolze recommended that the vacancy list be redesigned to group faculty and administrative positions together as opposed to classified positions, grant-funded positions, part-time positions, etc. Ms. Thorson agreed to follow-up on this.
- 5) Member Gillette suggested that a letter of appreciation regarding the individuals who serve on the Career Advisory Committees be sent to the CEO of their company. Dr. Dolan will look into that possibility.
- 6) Member Gillette asked if the HVAC system has proportional control to compensate for days when there is low occupancy in order to prevent "sick building" syndrome. Mr. Bombick will verify that information.
- 7) Member Gillette raised the question of a policy in regard to a disclaimer that indicates that the views of a writer are not necessarily those of the College, either for the Internet or in print. President Thompson agreed to look into the question.
- 8) Student Member Starek suggested that the administration notify the Board of the changes in tuition rates for out-of-district students after the audit figures have become available.

- 9) Member Barton suggested that the pages on community colleges from the Fiscal Focus publication be reproduced and sent to our legislators.
- 10) Member Howard suggested that the statistics that were presented at the legislative hearings be sent to the legislators.