

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 24, 1997

CALL TO ORDER: The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chairman O'Reilly on Thursday, April 24, 1997 at 7:17 p.m. in the Board Room of the Administration Building, 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL: Present: Members Barton, Gillette, Hess, Howard, Kolze, Ley, O'Reilly; and Student Member Prinzivalli (7:22 p.m. arrival)

Also present: Paul Thompson, President; Ed Dolan, V.P. Academic Affairs; Bonnie Henry, V.P. Student Affairs; David McShane, V.P. Information Systems; Judy Thorson, V.P. Administrative Services; Jerry Abend; Ted Agresta; Felice Avila; Dianne Batzkall; Barbara Bednarz; Vic Berner; Jim Blasky; Pat Bourke; Steve Catlin; Harley Chapman; Tom Choice; Charlene Christin; Dave Dluger; Robert Getz; Jerry Gotham; Amy Hauenstein; Joyce Jeffries; Alice Johnson; Tom Johnson; Thea Keshavarzi; Joan Kindle; Roberta Lindenthaler; Liz McKay; Russ Mills; Will Neale; Elena Pokot; Bill Punkay; Sheila Quirk; Paul Sipiera; Mark Steffen; Laurie Wren; Joan Young; and Judi Zaplatynsky - Harper. Students: Amanda Offenbacher; Caroline Saccomanno; and Antoine Starek.

Guests: Alan Bombick and Michael Lundeen, Legat Architects; William Ehmig, Amersham Holdings; Michael Murphy, Burnidge Cassell Architects; Bob Rogers, ComEd; Larry Smith, Daily Herald; Margaret van Duch, Chicago Tribune; Catherine Brod; and Pat Traynor.

CITIZEN  
PARTICIPATION

President Thompson stated that Amersham Holdings Corporation has been a significant presence on the Foundation Board since 1980, initiating a scholarship in 1981 which provides an annual grant of \$1,000 to an academically deserving Harper student in a science program. A total of 13 students have

benefited from this very prestigious award and generous scholarship. He explained that Amersham recently pledged \$50,000 over a five-year period toward the major gifts campaign. Dr. Thompson introduced Bill Ehmig, Vice President for Professional Affairs of Amersham Holdings, who accepted an award in appreciation for Amersham's support of educational excellence. Mr. Ehmig presented Chairman O'Reilly with a check in the amount of \$10,000 -- the first of five pledge installments. Mr. Ehmig stated that Harper College is a tremendous asset to the community and provides education for many Amersham employees. He felt it was time for Amersham to give something back.

Harper College was privileged to be recognized by the National Council for Marketing and Public Relations (NCMPR) recently with the Paragon Award, which is given for publications from community colleges and universities. The Harper brochure was recognized with a first-place Gold Award. Joan Young explained that the project was done for Workforce and Professional Development. She introduced writer Alice Johnson, and designer Mark Steffen. She noted that lead editor Joellen Freeding and photographer John Callahan also contributed to the team project. Board members received copies of the award-winning brochure. President Thompson expressed appreciation to everyone for their efforts in achieving this award.

Coordinator of Continuing Education Jim Blasky presented an award from the Illinois Community Education Association to Board Member Kris Howard. He explained that each year the Association recognizes an individual for distinguished service in three areas: education; community and community services; and business organizations and corporations. He added that this year's recipient, Kris Howard, is involved in all three of these areas. She is a Board member of the following organizations: Harper College, Northwest 2001, Northwest Community Hospital, Girl Scouts state and local level, Resource Center for the Elderly in the Northwest

Suburbs, Northwest Cultural Council. She is a past Board member for United Way and Crusade of Mercy and is still active in both. She is active in partnerships with District 15 and the Northwest Community Hospital on immunizations for low-income children and partnerships with other organizations. On behalf of the Illinois Community Education Association, Mr. Blasky presented the Distinguished Service Award to Kris Howard for dedication to service, and to community education in both a local and state level. Member Howard thanked him, stating that she has benefited more than she has given.

Student Trustee  
Report

Past Student Trustee, Antoine Starek introduced new Student Trustee, Pamm Prinzivalli.

On behalf of the Board, Chairman O'Reilly expressed appreciation for the exemplary service Antoine Starek contributed in 1996/97 as Student Trustee. She invited him forward as she read a resolution of appreciation which listed many contributions he has made to Harper College during his term. Mr. Starek thanked the Board members. He stated that he had learned a great deal and plans to continue in the field of Education. He introduced his wife, Alicen, who was in the audience.

Chairman O'Reilly welcomed the new Student Trustee, Pamm Prinzivalli. Student Member Prinzivalli stated that she relocated to this area from California last summer. This is her second semester at Harper, where she is preparing to enter a Physician's Assistant program. She spoke highly of Harper College and is grateful and excited to be a part of the Board.

Although there was no Student Trustee report, Mr. Starek reminded everyone about the AIDS Walk to be held on Sunday, May 4.

COMMUNICATIONS

President Thompson stated that he personally receives letters that should be directed to the Board and entire campus community. He recently received a letter from the head of Halton College. The letter was accompanied

by a beautiful crystal decanter which will be on exhibit in the near future in a display case.

UNFINISHED BUSINESS  
Approval of Agenda

Chairman O'Reilly stated that agenda changes include one executive session following the meeting; a revision to Exhibit VII-B4; and the deletion of Exhibit VII-B2.

Member Kolze moved, Member Ley seconded, that the agenda be approved as revised.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Prinzivalli voted aye.

CONSENT AGENDA

Member Gillette moved, Member Barton seconded, approval of the minutes of the March 12 Special Board meeting; and March 20 Special and Regular Board meetings and executive session; April 1 and 2 Special Board meetings/executive sessions; and April 3 Special Board meeting; bills payable; payrolls for March 14, March 28 and April 11, 1997; estimated payrolls for April 12 through May 23, 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	3,453,359.39
Restricted Purposes and Trust & Agency Fund	1,124,419.83
Federal Funds	60,024.99
CE Tuition Refunds	8,921.25

The payrolls of March 14, 1997 in the amount of \$1,594,203.79; March 28, 1997 in the amount of \$1,578,513.16; April 11, 1997 in the amount of \$1,526,806.86 and estimated payroll of April 12 through May 23, 1997 in the amount of \$7,119,778.08.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Gillette, Hess,  
Howard, Kolze, \*Ley and O'Reilly  
Nays: None

Motion carried. Student Member Prinzivalli  
voted aye.

\*Member Ley abstained from approval of the  
minutes for the March 20 meetings which he  
did not attend.

#### BID AWARDS

Member Gillette moved, that the Board approve  
the Bid Awards as outlined in Exhibits VII-A1  
through VII-A6 and the Purchase Orders as  
outlined in Exhibits VII-B1, VII-B3, and  
revised VII-B4 (attached to the minutes in  
the Board of Trustees' Official Book of  
Minutes). Member Gillette asked that his  
motion include the addition of the following  
words to revised Exhibit VII-B4 (after ". . .  
Switchgears for \$131,036.90") "and a  
contingency of \$14,388.10 for a total of  
\$145,425.00." Member Howard seconded,  
approval of bid awards and purchase orders as  
follows:

- Ex. VII-A1 Award Bid Q8808 to Garaventa  
USA, Inc., the low bidder for  
a wheelchair lift, in the  
amount of \$12,380.00.
- Ex. VII-A2 Award Bid Q8809 to Alexander  
Equipment Co., Inc., the  
lowest bidder meeting  
specifications for a brush  
chipper, in the amount of  
\$12,465.00.
- Ex. VII-A3 Award Bid Q8811 to the  
Educational and Institutional  
Cooperative Service, Inc., the  
low bidder for office  
furniture, in the amount of  
\$14,639.75.

- Ex. VII-A4 Award Bid Q8812 to Peerless Fence Co., the low bidder for athletic field fencing, in the amount of \$39,068.00.
- Ex. VII-A5 Award Bid Q8810 to Environetx, the low bidder for Steelcase furniture, in the amount of \$44,003.92.
- Ex. VII-A6 Award Bid Q8815 to Generic Sign Systems, Inc., the low bidder for Campus Directory Boards, in the amount of \$18,294.00 for 1996/97 and \$27,642.00 for 1997/98 for a total award of \$45,936.00.

In regard to Exhibit VII-A2, Member Ley asked why there was only one qualified bidder. Thea Keshavarzi responded that the chipper specified is a new technology. The Park Management Program felt that this new technology was safer and a better buy, and there was one bidder that could totally satisfy the specifications. She added that Harper will get \$6,000 on the trade-in.

In regard to Exhibit VII-A1, Member Barton asked if the wheelchair lift would also be used for moving equipment. Bob Getz responded that it is not designed for moving equipment.

PURCHASE ORDERS

- Ex. VII-B1 Approve issuance of a purchase order to Krueger International for computer workstations in the amount of \$37,317.72.
- Ex. VII-B3 Approve issuance of a purchase order to Software Artistry, Inc. for the purchase of enterprise-wide service and support software and the associated training and implementation support for a three-year period: FY 1996/97 in the amount of \$133,125.00; 1997/98 in the amount of \$103,500.00; and 1998/99 in

the amount of \$54,500.00 for a total of \$291,125.00.

Ex. VII-B4 Approve issuance of a purchase order to Commonwealth Edison for Automatic Throwover Switchgears for \$131,036.90, and a contingency of \$14,388.10 for a total of \$145,425.00.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Prinzivalli voted aye.

NEW BUSINESS  
Personnel Actions

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

Administrator Appointments

Catherine Brod, Executive Director of Foundation-Director of Development and External Affairs, Development Office, 06/15/97, \$82,000

Patricia Traynor, Dean of Technology, Mathematics and Physical Science, TM/PS, 07/01/97, \$73,000

Faculty Appointments

Janet Landato, Assistant Professor-Physics/Astronomy, TM/PS, 08/19/97, \$44,795

Judith Zaplatynsky, Instructor-Computer Information Systems, BUS/SS, 08/19/97, \$35,259

Professional/Technical Appointment

Tracy Atherton, Senior Programmer/Analyst, Information Systems/Administrative Systems, 04/28/97, \$52,000

Classified Staff Appointments

Lynne Avenson, Careers Clerk, p/t, Education  
to Careers Partnership, 04/14/97,  
\$17,940

Christine Burkhart, Administrative Secretary,  
Workforce and Professional Development,  
03/31/97, \$26,618

Myriam Forsuk, Executive Secretary,  
Information Systems, 04/14/97, \$32,211

Darlene Giglio, Food Service Worker I, p/t,  
Food Service, 03/17/97, \$10,725

Festus Johnson, Secretary, Academic  
Enrichment and Language Studies-Tutoring  
Center, 04/21/97, \$23,000

Lorena Killebrew, Financial Aid Assistant,  
Office of Student Financial Assistance,  
03/17/97, \$22,000

Karen Lotz, Clerk Typist I, p/t, Admissions,  
03/24/97, \$8,892

Tandy Moore, Clerk Typist II, p/t, TM/PS,  
03/31/97, \$11,003

Darlene Niebuhr, Administrative Assistant,  
Business and Social Science, 04/14/97,  
\$28,200

Classified Staff Retirement

Nancy Brunke, Clerk Typist II, p/t, Wellness  
and Human Performance, 05/30/97, 13.9  
years

Professional/Technical Staff Resignation

Susan Carlson, Coordinator of Continuing  
Education, Liberal Arts, 04/02/97, 5.3  
years

Ronald Schellhase, Advanced Technology  
Specialist, Information Systems/User  
Services, 03/31/97, 1.10 years

Kathleen Thigpen, Corporate Service  
Coordinator, Corporate Services,  
05/02/97, 1.6 years



Diane Young-Spieth, Corporate Service  
Coordinator, Corporate Services,  
04/18/97, 2.0 years

Classified Staff Termination

Sandra Colomy, Administrative Assistant,  
Business and Social Science, 04/11/97

Classified Staff Resignations

Regina Keane, Receptionist, p/t, Center for  
New Students, 04/30/97, 2.8 years

Larry Lau, Cashier, Bursar's Office,  
04/11/97, 1.5 years

Suchi Sunder, Secretary, Academic Enrichment  
and Language Studies-Tutoring Center,  
03/21/97, 2.7 years

Member Barton stated that she was concerned with the number of resignations that have taken place lately. President Thompson explained that these people have great performance records at Harper and have been offered tremendous opportunities to advance their careers elsewhere. It was noted that most are moving into private industry rather than educational institutions.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Prinzivalli voted aye.

President Thompson thanked the Board for their action and welcomed and introduced the following newly-employed faculty and staff: Cathy Brod, Executive Director of the Foundation, Director of Development and External Affairs; Patricia Traynor, Dean of Technology, Mathematics and Physical Sciences; and Judith Zaplatynsky, instructor-Computer Information Systems.

Space Study

President Thompson explained that there would

## Presentation

be a brief presentation highlighting the priorities of the Space Plan. He introduced Michael Lundeen of Legat Architects.

Mr. Lundeen summarized that Phase I was a presentation to explain the process and analysis of the Space Study; Phase II was a tour of the five worst places on campus; and tonight, Phase III would outline the priorities or proposed path that Harper could take to put the Space Plan into action over the next 20 years. The path takes into account all the things that are a part of Harper College: the community, staff, students, administrative services, the campus itself, and the fact that it is a significant place in the northwest community. He stated that the master plan is designed to satisfy today's needs and support future growth. He mentioned that 94 percent of the requests were listed as "urgent."

The study included analyzing the courtyards; the classrooms and their relationship to different services, to building storage, and to faculty; interior and exterior circulation; and program adjacencies - how to make it easier to share computer labs and classrooms. He listed the six key issues mentioned in the first presentation: *connectivity* - connecting the buildings to make it easier to cross campus during inclement weather; *improve existing facilities*, some of which have not been improved since the 1970's; *adding classroom space*; *adding computer labs*; *linkage of programs* - sharing spaces among various programs; *student gathering areas* - improving the configuration of these areas which include the Library, corridors, study areas, food service, and the Student Center.

Short-term solutions include: offering classes off-campus; moving administrative offices and other services off-campus; continuing utilization of the Northeast Center; modifying class schedules so classrooms can be utilized as close to 100 percent as possible; providing incentive for afternoon classes (majority of people take morning and evening classes). Long-term

solutions include: centrally locating Student Center and Student Services; placing future buildings to link existing buildings (building upon connectivity and sharing of programs); providing flexible classrooms and labs (sharing spaces). The short-term projects would be designed to fit into the long-term master plan.

He showed a diagram of Harper College, highlighting the buildings proposed for remodeling and for future additions. He listed the following priorities.

- Remodel Building E - to fully utilize it as a lecture space.
- Building to link Buildings D, E and C and renovate the west half of Building D. The linkage building would be utilized for computer classrooms, classrooms for traditional teaching and office space.
- Building to link Buildings F and L over to the Building J. This linkage building, as proposed, would house the Student Center and the administration currently in Building A. An important part of the plan is to sequence renovations so that there would be a place to put those people temporarily and continue to teach courses. There should not be complete down-time.
- Building to link Buildings D and H for the sciences, adding classrooms and laboratories. Also, renovating the east half of Building D.
- Renovation of Buildings G and H and a building to link Building G to Building D. The need for this linkage building would be studied as programs progress.
- Provide a parking structure - the location of which is uncertain at this point. It is proposed to be near the new Student Center and services, or connected to the conference center and Building K.
- Provide other storage and support buildings.
- Other short and long-term projects which rise to the priority list over the next several years.

Mr. Lundeen briefly discussed the proposed project schedule, showing a diagram of

projects occurring over the next 20 years. There are two portions to the schedule: programming design, which includes incorporating faculty and staff; and the actual construction of each building, which would last anywhere from one year to two years on the larger projects. He showed a diagram of an accelerated plan, reiterating that 94 percent of the requests were listed as "urgent."

He summarized by stating that the vision is to reinforce the programs that already exist at Harper, and to build upon these programs. This path will allow the College to go in the right direction and, as resources become available, they will be spent appropriately. He asked for questions or comments from the Board.

Member Hess asked if there are time frames for renovations up to Building D, and if some projects will occur simultaneously. Mr. Lundeen responded that it depends on the location. The big key is how to offer programs in buildings that are being renovated. The overall plan is to renovate Building D in two large phases, with several smaller phases taking place. The first and second floor would be different segments of Building D renovation; accompanying that would be an addition to the building for future labs and classrooms.

There was discussion as to the order of priorities. It was noted that some of the linkage buildings need to be built in order to house programs while renovation is taking place.

Member Barton asked if the linkage buildings were going to be created just for the purpose of connecting other buildings. Mr. Lundeen responded that these buildings would not be created just for linkage -- they will offer shared space that is needed for classrooms, laboratories, and storage and they will satisfy growth needs. He explained that there will be eight computer classrooms and four classrooms in the building connecting Buildings C, D and E; and ten classrooms,

four computer labs and additional offices in the building connecting Buildings F, L, and J. Dr. McKay explained that through the analysis it was discovered that something needed to be done to increase classrooms, offices and computer labs on campus, and if these were to be built in a connecting building, it would answer several concerns at once.

Member Barton asked if it would be more cost-effective to build one building with 44 classrooms and 16 computer labs as opposed to the four separate linkage buildings. Mr. Lundeen explained that although it may appear cheaper to do it that way, it was not the best way to handle the needs for several reasons. By phasing it in different locations, the College would not be building 44 empty classrooms and assume they would fill them right away. Once the process begins, enrollment could be studied before determining whether to move on to the next phase. The plan is a road map to look at and make changes as needed. Dr. McKay added that the Task Force also wanted to respond to the needs of the units (chemistry, biology, etc.) within their proximity; if there was one new building, it would not be a good proximity for every department.

Member Hess asked if the classrooms had been assigned to different divisions. Mr. Lundeen and Dr. McKay responded that some are being planned for specific uses, such as chemistry labs and classrooms adjacent to Building D. However, most will not have "ownership" but will be shared in many ways by a variety of "owners."

Concept of Closing  
the Central Road  
for Building W

Vice President Thorson introduced the idea of closing the central road along the lake in front of Building A in preparation for Building W (conference center) construction. She explained that Building W is related but separate from the Space Plan. She distributed a map which showed the future site of Building W and the potential site of the planetarium (if funding becomes available for the planetarium). The road would end where the drive-up and turn-around would be

in front of the planetarium and instructional conference center, and it would pick up over on the other side. She added that there has been a favorable response from people across campus regarding this concept. This decision has to be made and direction given to the architects in the next few days.

There was discussion regarding safety issues and Fire Department concerns when closing the road. Mr. Bob Getz stated that they have submitted plans to the Village of Palatine and that everything will be fully coordinated regarding building and fire codes. Mr. Mike Murphy, from Burnidge Cassell Architects and Planners (architects for Building W) addressed the issue of Public Safety access, stating that a security vehicle connection around the building and around the lake is designed in the concepts.

There was discussion regarding the placement of the conference center, proposed planetarium and available parking. Mr. Getz stated that the plan is to have parking adjacent, or as close as possible, to the buildings, but it must be included in the funding. There will also be a drop-off circular drive. Board members asked that the idea of underground parking with a user fee be researched. Member Howard stated that it is important to concentrate on the functional use of the buildings for teaching and learning, and for the outside people coming in, and then try to adjust parking to make it as pleasant as possible.

Mr. Paul Sipiera addressed concerns regarding the placement of the planetarium (physical science building). He explained that the location next to the conference center was chosen for several reasons. The planetarium is proposed to be used to support conventions, perhaps for night time entertainment. The planetarium concept will need some fundraising space to hold formal dinners for the people from which we are soliciting funds. These two should be shared. Food service access is an important issue regarding both buildings. Also, the building will provide classrooms for physical

sciences, and placing the building any further north would create a disruptive traffic pattern for student use.

There was discussion as to whether the decision to close the road needed to be made tonight. Ms. Thorson stated that the architects need direction as they begin to move forward with the plans for Building W. When funding becomes available, they can then close the road and begin; the decision will have already been made. She reiterated that the planetarium is not a reality yet, but Building W is. Dr. Thompson explained that there is a potential for the Planetary Studies Foundation to receive a significant gift. There is no commitment for the planetarium at this time.

Mr. Murphy stated that after meeting with Dr. Thompson and Sheila Quirk, it was determined that it is beneficial to close the road and bring the Building W project a little bit further north, allowing closer access to parking, special connectivity to Building A, and allowing for planetarium and classroom expansion to the north. He stated that eight or nine sketches have been developed for these ideas. Member Gillette asked about the cross-hatch shown on one of the drawings. Mr. Murphy explained that in that idea, the thought was to have a walkway to connect both of the buildings, but that they would be kept as independent buildings (one to be built now, and one to be built later). In one of the sketches it was shown to also connect to a parking area.

Member Barton asked if the water table is too high to prevent the possibility of a two-floor underground parking structure. Mr. Murphy responded that this would need to be addressed separately. There is 16 feet before water is reached.

Member Kolze asked if the concept of having Building W split has been approved. Ms. Thorson said yes, and that is how the planning is moving forward. Member Howard clarified that the only thing that is changed tonight is that they have moved the location

of the conference center to the north so that it will be right up to the lake for an attractive view and an open space to the north of it to cite the physical science center (which would include a planetarium). The only other thing they are asking is if the road can be closed to do it.

Member Howard moved, Member Kolze seconded, approval of the concept of closing the central road in order to cite a physical science center and planetarium and access between that in the instructional conference center.

Member Ley stated concerns regarding the impact of food service on the location of the conference center and planetarium. He asked if the space plan would specify a change in location for food service in the future. Bob Getz explained that the cafeteria will remain in Building A, and it will service other "satellites" around campus. Sheila Quirk responded to Mr. Ley's concern, stating that there was a business plan put together for the Board regarding the conference center. She will share the details of that information with him at another time. She added that the quality of food service and the proximity of parking are both strategic issues that affect the price that can be charged in the conference center industry. These are both very important.

There was further discussion regarding a parking structure. Ms. Thorson stated that the parking structure would have to be a separate project. It could not be rolled into the money that comes from the state. Member Howard asked Mr. Murphy to look into the possibility of close-in underground parking. She stated that the concept for the parking would be to fund it (for example) with a bond issue that would be paid for by charging for parking.

Upon roll call, the vote was as follows:

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



Abstain: Member \*Ley

Motion carried. Student Member Prinzivalli voted aye.

\*Member Ley abstained, stating that he did not know enough about the topic.

Chairman O'Reilly thanked everyone involved in the Space Planning.

Space Study Report

President Thompson suggested that the word "accept" be replaced with "acknowledge receipt of" in the wording of the Board action.

Member Kolze moved, Member Howard seconded, that the Board acknowledge receipt of the report of Legat Architects and the Space Planning Task Force as outlined in Exhibit VIII-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

President Thompson thanked Michael Lundeen and the members of the Space Planning Task Force for their efforts. Another meeting in May will focus on the priorities and possibly funding of projects in the plan.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Prinzivalli voted aye.

Facility Planning Policy - Phase I Building E

President Thompson explained that this is a Board guideline which states that any projects brought to the Board should be brought in four stages in the planning process. This is Phase I. Member Kolze suggested that a copy of the policy be attached with each phase of the Board action to remind Board members of the policy. Board members asked for the dollar figures that would be affected. Ms. Thorson explained that Phase II includes approval identification of the funding, which cannot be brought to the Board until after meeting

with the architects. The high estimate is approximately \$1,200,000 including furnishings and equipment. Member Gillette stated that this is the cost of the building, but he would like to know the cost of the architectural work being approved. Bob Getz explained that at this point it is necessary to talk with the architects and also spend some time with individuals who will be using the facility and get some of their thoughts. The architects can then put together some concepts and directions. Approximately seven and one-half percent is needed, which will be paid out of the current budget.

There was discussion as to whether the Board has requested dollar figures for Phase I in the past. President Thompson stated that this has not been requested in the past. Ms. Thorson added that the policy did not specify that dollars be included. Member Barton asked how much money was in the budget for architectural work. Mr. Getz responded that there was approximately \$30,000 in the O&M portion for architects and engineers to be used as needed throughout the year. He explained that architects and/or engineers are required to come on campus to do specific work before there is an agenda. Ms. Thorson also explained that if this particular project would die, the money would be taken from that fund; but if this project goes forward, the fees attached to this segment would get charged to the whole project.

Member Howard moved, Member Kolze seconded, that the Board approve the planning of renovation for Building E and authorize the College to proceed to Phase II: Architectural Preliminary Design and Identification of Funding 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: Members Barton, Gillette, Hess,  
Howard, Kolze, Ley and O'Reilly  
Nays: None

Motion carried. Student Member Prinzivalli abstained.

Chairman O'Reilly felt that Board members were uncomfortable with this action. Member Kolze suggested that Dr. Thompson give the Board a statement indicating how much the cost would be. Ms. Thorson explained that the timelines for this project are short, with plans to start sometime between December 1997 and March 1988, and completion to take place no later than Fall 1988. Ms. Thorson explained that there are a number of options of cost and a number of options of funding which will be discussed in May.

Member Gillette expressed concern with priorities, stating that the tour showed leaking sewage pipes on campus. He asked if those issues are being addressed simultaneously with the Space Plan. Bob Getz responded that they are currently putting together layouts of the locations of clogs and other problems in the building to identify which areas to address first. Those repairs will be covered by a different budget, regardless of the renovation. He explained that Building A has been the "next building" for renovation and has been pushed back for the last five years. We are no longer waiting for renovation; these problems will be addressed. The repair of roof leaks in Buildings D and J are being addressed through a separate fund. This money had been held up for two years and just came available from the State of Illinois. He added that plans are being made to do work in August on a leak in an eight-inch main sewer line running through the center of the campus.

Member Gillette asked about a sewage leak in classrooms in another building. Mr. Getz responded that the problems in Building D were probably not sewer lines dripping. He said that he had spoken with Paul Szipiera after the tour, and it was determined that there are not regular leaks on a daily basis in Building D. However, there are occasional problems with a water line break and these are corrected. A roof was replaced on that

building in the biology area approximately three years ago.

Disposal of -  
Obsolete and Un-  
Repairable College  
Property

Member Kolze moved, Member Barton seconded, that the Board approve, in accordance with Board policy, the disposal of obsolete and unrepairable personal property owned by the College through a sealed bid sale, an open sale, or an auction, sale to a scrap dealer or other appropriate means of disposal of the property as outlined in Exhibit VIII-D (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Gillette mentioned that someone had asked him if Harper would be disposing of any computers (able to access the Internet) or pianos, and if so, could these be given to Palatine Senior Citizens Center. He asked if they could be put on a list. Thea Keshavarzi responded that she is in the process of writing a revision to the Board policy for approval which will include donations to charity. There is a list of requests received from institutions and they can be added to the list. Member Gillette stated that he would request them to send a letter to the College.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Prinzivalli voted aye.

Member Gillette noted that this policy allows employees to bid on equipment first, with the exception of Board members.

Application for  
ICCB Technology  
Enhancements  
Grant

Member Hess moved, Member Ley seconded, that the Board approve the Technology Plan project F4, Upgrade the Telephone System, for Fiscal years 1996/97 and 1997/98 and submit the appropriate grant documents to secure these funds as outlined in Exhibit VIII-E (attached to the minutes in the Board of Trustees' Official Book of Minutes). It is understood that if funding is not

available through the ICCB in the second year, Harper will absorb the funding for this project.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Prinzivalli voted aye.

Review of  
Executive Session  
Minutes

Chairman O'Reilly stated that the Board members have had a chance to review the executive session minutes. She suggested that the April 3 minutes remain confidential, and the remaining minutes be made public.

Member Ley moved, Member Gillette seconded, that the Board approve the release of the executive session minutes for public record of: Thursday, September 26, 1996; Wednesday, October 16, 1996; Thursday, October 24, 1996; Thursday, November 21, 1996; Thursday, December 19, 1996; Friday, January 3, 1997; Wednesday, January 8, 1997; Thursday, January 23, 1997; Thursday, February 27, 1997; and Thursday, March 20, 1997 as outlined in Exhibit VIII-F (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Ley amended the motion to include the reconvened minutes of Monday, January 6, 1997 and Tuesday, January 7, 1997. Member Gillette seconded the amendment.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Prinzivalli abstained.

Member Kolze clarified that the minutes of April 3 will remain confidential.

Status Report - Felice Avila reported that verbal pledges  
Major Gifts are just \$250,000 short of the goal. The  
Campaign employee campaign is going well, with an  
incredible response from Harper faculty,  
staff and administrators. She said that the  
highest percentage participation Harper has  
had in previous years was 26 percent. Just  
two weeks into the campaign this year, the  
percentage is at 37 percent, with the dollars  
being very high also -- \$22,000 and still  
going. Chairman O'Reilly thanked everyone for  
their contributions.

#### OTHER BUSINESS

The Board welcomed Pamm Prinzivalli's  
husband, Domenic who was in the audience.

Chairman O'Reilly reminded Board members that  
the ICCTA regional trustees meeting will be  
at Oakton Community College on Monday, April  
28, at 6:30 p.m. A Legislative Advocacy  
Committee meeting is at 4:00 p.m. that day.

Member Ley suggested that a photographer be  
present at Board meetings when awards are  
given and presentations made, so that  
recipients may have a photograph of their  
award acceptance.

Member Gillette suggested that a policy be  
made which would require a purchase order to  
be presented with a "justification" when  
there is only one source (as opposed to  
competitive bidders). And if it is over  
\$10,000, the justification should be sent to  
the Board. He stated that it would benefit  
in two ways: if the justification write-up  
was a standard procedure, people might  
reconsider and make less requests; if there  
is some expertise from the Board, they can  
review this and get back to V.P. Thorson  
before she has done the purchasing. Member  
Gillette asked if the administration could  
look into a policy like that and bring it  
back to the Board, if it is feasible. Ms.  
Thorson responded that she would like an  
opportunity to think about this.

#### PRESIDENT'S REPORT

President Thompson distributed a copy of his  
report. He had a successful visit to  
Springfield last week. The Retirees' Health

Insurance for community college sector employees passed the day after his visit. Dr. Thompson spoke with legislators about the capital project. Chair of the Senate Appropriations Committee Steve Rauschenburger was sure that the Harper project would be approved but was concerned that the bond authorization limit might not be raised this session.

As mentioned previously, Omron donated a significant gift of \$100,000 worth of equipment. The College is very appreciative of the gift, however, it has implications. The facility in which this equipment is going to be located needs major renovations, and there is no money in their gift for facility renovation. In the Space Plan priorities, this building is not high on the list. To accommodate the Omron gift, Harper would have to take some other actions and spend additional dollars. He asked Board members for their input as far as what direction to take, for example: add this to the list of projects or do a study with outside people to look at the needs of the electronics program and the use of the equipment. Member Ley stated that there seems to be many viewpoints -- faculty, administration, Board members, students. He suggested acquiring an independent, objective, professional study on the subject. This would include a comprehensive study of the program, where it is going, where it should be going, what various people think about it, future demands, and how the equipment will be used. He added that this should not be done with every issue that arises on campus, but this is unique and very important to the school. Dr. Thompson added that the College wants to utilize the Omron equipment appropriately, and the space right now is not appropriate. He agreed with the idea of an outside study. There was discussion regarding the cost of the study. Dr. Dolan estimated that it might cost between \$5,000 and \$10,000. Member Howard stated that money spent up front to do this project correctly is a very wise expenditure. Board Members asked Dr. Thompson to come back with a proposal that indicates a study and review of the program,

the future demands for student training, how the Omron equipment will support that, what kind of facility Harper will need to make it work, and how much it will cost.

The bicycle path construction is underway to connect the path from the east side of the campus to the Roselle Road/Algonquin Road intersection.

Nursing faculty Kate Kniest, Joni Rothblum and Pat O'Leary, have been developing and implementing a student-learning experience with the Head Start program sponsored by CEDA. They were selected as recipients of a Connections 2000 award and presented their project at the State Conference on April 14. He expressed appreciation for the work they have done.

At the recent annual recognition dinner of the Private Industry Council (PIC), Harper College received an award for Outstanding Education Partner for our role in the Northwest Suburban Employment and Training Center in Arlington Heights. The one-stop center is a result of the combined efforts of Harper College, the Illinois Department of Employment Security and the Private Industry Council. Harper has committed both personnel and financial resources to provide one-stop customers with both educational and career counseling services.

On Thursday, May 8 there will be a Dedication of George Voegel's sculpture "In Search of Understanding." The President invited everyone to attend. He mentioned that Dr. Voegel was a former Dean and served many years at Harper College before retiring. He is currently concentrating on three-dimensional art. Dr. Thompson expressed appreciation for his contribution to the campus.

The Harper Speech Team placed 14<sup>th</sup> (out of 76) in the national championship held in St. Paul, Minnesota. The President congratulated students and thanked the coaches and staff for their hard work.



Dr. Thompson distributed a publication entitled "Education Reform in '97: Opportunity for Action," the latest in a series of newspaper supplements published by the Chicago Community Trust. It addresses an issue that affects everyone -- how to deliver quality education to all Illinois children and how to pay for it. Northwest 2001 recently held a conference on the same topic.

Harper will host an AIDS walk on Sunday, May 4. The distance is 4.4 miles around the Perimeter Drive. Every Harper recognized club and organization has endorsed this event. This event should bring in a significant amount of money for AIDS research.

Member Ley suggested that the Board commend or congratulate the two groups that received awards - the Connections 2000 Award and the Speech Team award. Dr. Thompson said that he would write a letter from the Board.

Chairman O'Reilly noted that there would be a five minute break before going into executive session. Dr. Thompson stated that it is not anticipated that any action will follow the executive session.

EXECUTIVE SESSION: Member Howard moved, Member Barton 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, Hess,  
Howard, Kolze, Ley and O'Reilly  
Nays: None

Student Member Prinzivalli voted aye.

Motion carried and the Board adjourned into executive session at 9:28 p.m. Following executive session, it was moved and seconded that the Regular meeting be reconvened. In a voice vote, the motion carried at 10:25 p.m.

OTHER BUSINESS:

The Board discussed the ICCTA Lobby Day which is scheduled for May 7 in Springfield. In addition to the President, Board members Kris Howard and Richard Gillette are planning to attend.

In addition, Board members discussed possible dates for a workshop to be conducted at Harper by ICCTA Executive Director Gary Davis. Chair O'Reilly will contact Dr. Davis regarding his availability for a workshop on June 12.

ADJOURNMENT:

Member Barton moved, Member Hess seconded, that the meeting be adjourned. In a voice vote, the motion carried at 10:35 p.m.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Secretary

## BOARD REQUESTS

## APRIL 24, 1997 REGULAR BOARD MEETING

1. Member Kolze suggested that a copy of the policy (Facility Planning Policy) be attached with each phase of the Board action to remind Board members of the policy.
2. Member Kolze suggested that Dr. Thompson give the Board a statement indicating how much the cost would be (for architectural work regarding Building E).
3. Member Gillette stated that he would have the Palatine Senior Citizens Center write a letter with their request to Thea Keshavarzi.
4. Member Ley suggested that a photographer be present at Board meetings when awards are given and presentations made, so that recipients could have a photograph of their award acceptance.
5. Board members asked that the idea of underground parking with a user fee be researched.
6. Member Gillette asked if the administration could look into a policy which would require purchase orders to be accompanied with a justification when there is only one source, and bring the policy back to the Board, if it is feasible. Ms. Thorson responded that she would like an opportunity to think about this.
7. Board Members asked Dr. Thompson to come back with a proposal that indicates a study and review of the electronics program, the future demands for student training, how the Omron equipment will support those demands, what kind of facility Harper will need to make it work, and how much it will cost.
8. Member Ley suggested that the Board commend or congratulate the two groups that received awards - the Connections 2000 Award and the Speech Team award. Dr. Thompson said that he would write a letter from the Board.