

WILLIAM RAINEY HARPER COLLEGE  
1200 West Algonquin Road  
Palatine, Illinois

Board Meeting

December 18, 1997

7:00 p.m.

Agenda

Donna Drake  
ADM SER

- 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--November 20 Regular Board meeting and executive sessions; November 23 Special Board meeting and executive session; December 1-5 Special Board meeting and executive session; and December 6 Special Board meeting and executive session Exhibit VI-A-1
    - 2. Bills Payable, Payrolls for November 21 and December 5. Estimated payrolls for December 6, 1997 through January 30, 1998 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 Exhibit VIII-A
  - B. RECOMMENDATION: Compensation for 1996-97 Audit Exhibit VIII-B
  - C. RECOMMENDATION: Educational Foundation Donor/Fund Agreement Exhibit VIII-C
  - D. RECOMMENDATION: Second Reading & Adoption--Board Policy on Meeting Agenda/Order of Business Exhibit VIII-D
  - E. INFORMATION: 1997 Facilities Study--Phases I & II Exhibit VIII-E  
(to be hand-carried)
  - F. INFORMATION: College Referendum Exhibit VIII-F
  - G. INFORMATION: Technology Plan--Third Year Exhibit VIII-G
- 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, December 18,  
1997

CALL TO ORDER: The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Kolze on Thursday, December 18, 1997 at 7:05 p.m. in the Board Room of the Administration Building, 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL: Present: Members Barton, Botterman, Gillette, Hess, Howard, Kolze, Shure; and Student Member Prinzivalli  
Absent: None

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; Mary Azawi; Patrick Beach; Larry Bielawa; Bruce Bohrer; Catherine Brod; Steve Catlin; Tom Choice; Robert Fabbrini; Julie Fleenor; Kevin Geiger; Jerry Gotham; Sally Griffith; Amy Hauenstein; Evelyn Hopkins; Bill Howard; Thea Keshavarzi; Roberta Lindenthaler; Liz McKay; Pat Mulcrone; Rosemary Murray; Elena Pokot; Kathryn Powell; Richard Seiler; Sue Borchert Smith; Pat Traynor; and Laurie Wren - Harper.

Guests: Kendra Williams, Daily Herald; Phil Borchmann and Marianne Giustrino, Chicago Tribune; Alan Bombick and Michael Lundeen, Legat Architects; and Domenic Prinzivalli.

CITIZEN  
PARTICIPATION

President Thompson introduced Sally Griffith, Executive Director of Harper Northwest Suburban Education to Careers program. Ms. Griffith explained that the partnership is dedicated to helping students prepare for the 21<sup>st</sup> century by enhancing their knowledge and skills to make career decisions and connections. She stated that during the past year, two Harper groups have worked in conjunction with the partnership and have developed model programs. She presented a 1997 Best Practice Award to Evelyn Hopkins of

the Continuing Education department for their summer PEAK program for middle school students. She also presented a 1997 Best Practice Award to Pat Mulcrone and Kathryn Powell of the Adult Educational Development department for their work at the Police Neighborhood Resource Center with the ESL population.

President Thompson thanked Ms. Griffith and congratulated the award recipients.

#### COMMUNICATIONS

Member Hess read a note of appreciation from Judy Harrison for flowers she received following her recent surgery.

#### UNFINISHED BUSINESS Approval of Agenda

Chair Kolze stated that there will be an executive session following the regular meeting to discuss the appointment, employment and dismissal of personnel. He added that there is a revised Exhibit VIII-B.

Member Howard moved, Member Barton seconded, that the agenda be approved as modified.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Botterman,  
Gillette, Hess, Howard, Kolze and  
Shure  
Nays: None

Motion carried. Student Member Prinzivalli voted aye.

#### Student Trustee

Student Member Prinzivalli distributed a copy of her report. She thanked Board members and committee members for their help with her position on the Presidential Search Advisory Committee.

Student Member Prinzivalli noted that next semester she plans to make a renewed commitment to old business (particularly in the area of Student I.D.'s) and some new business, as well. She added that it is currently a quiet time around campus as students are preparing for final exams and winter break.

CONSENT AGENDA

Member Howard moved, Member Hess seconded, approval of the minutes of the November 20 Regular Board meeting and executive sessions; November 23 Special Board meeting and executive session; December 1-5 Special Board meeting and executive session; and December 6 Special Board meeting and executive session; bills payable; payrolls for November 21 and December 5, 1997; estimated payrolls for December 6, 1997 through January 30, 1998; 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	1,907,492.80
Restricted Purposes and Trust & Agency Fund	393,309.34
Federal Funds	17,431.25
Tuition Refunds	39,680.10

The payrolls of November 21, 1997 in the amount of \$1,679,785.23; December 5, 1997 in the amount of \$1,675,341.26; and estimated payroll of December 6, 1997 through January 30, 1998 in the amount of \$5,083,016.64.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Botterman,  
Gillette, Hess, Howard, Kolze and  
Shure  
Nays: None

Motion carried. Student Member Prinzivalli voted aye.

BID AWARDS

Member Barton moved, Member Hess 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).

Ex. VII-A1 Award Bid Q8846 to The Scope Shoppe, Inc., the lowest responsible bidder for 15 microscopes, in the amount of \$23,934.90.

- Ex. VII-A2           Award Bid Q8848 to Office Concepts, the low bidder for Steelcase furniture, in the amount of \$40,317.86.
- Ex. VII-A3           Award Bid Q8847 to Hoskins Chevrolet for \$32,930.00 and to Bredemann Ford in Glenview for \$18,631.00, the low bidders for three vans, for a total of \$51,561.00.

Upon roll call, the vote was as follows:

- Ayes:           Members Barton, Botterman, Gillette, Hess, Howard, Kolze and Shure
- Nays:           None

Motion carried. Student Member Prinzivalli voted aye.

#### PURCHASE ORDERS

Member Barton moved, Member Howard seconded, that the Board approve the Purchase Orders as outlined in Exhibits VII-B1 through VII-B5 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

- Ex. VII-B1           Approve issuance of a purchase order to Carolina Biological Supply Co. for six copies of Human Physiology software in the amount of \$31,500.00.
- Ex. VII-B2           Approve issuance of a purchase order to Tech Data Corp. for Novell training from December 22, 1997 through June 30, 1998 in an amount not to exceed \$75,000.
- Ex. VII-B3           Approve issuance of a purchase order to Kreuger International for furniture for the Building E lecture halls in the amount of \$228,845.00.

- Ex. VII-B4 Approve issuance of a purchase order to Computech Systems Corporation, for the purchase of four processors for the T520 Regent System, in the amount of \$33,600.
- Ex. VII-B5 Approve issuance of a purchase order to Willis Corroon Corporation of Illinois for professional liability insurance in the amount of \$67,837.00.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Botterman,  
Gillette, Hess, Howard, Kolze and  
Shure

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).

Faculty Appointment

Derek Collis, Instructor-Mathematics, TM/PS,  
01/20/98, \$32,080

Professional/Technical Appointment

Laura Boltz, Help Desk Specialist, IS/Client  
Services, 12/08/97, \$34,125

Supervisory/Confidential Appointments

Evelyn Holm, Career Development Specialist,  
Education to Careers Partnership,  
11/24/97, \$44,000

Denise Kavin, Coordinator, Deaf HH/Services,  
Center for Students with Disabilities,  
12/08/97, \$42,500

Brian Posdal, Assistant Manager, Bookstore,  
12/08/97, \$31,000

Classified Staff Appointments

John Carvajal, Clerk II-Shipping/Receiving,  
Bookstore, 11/24/97, \$21,500

John LeBrun, Box Office Clerk, p/t, Theatre  
Center, 10/25/97, \$13,572

Urszula Woronko, Clerk Typist II, p/t,  
Personnel, 12/08/97, \$16,965

Harper #512 IEA Appointments

James Johnsen, Custodian, Physical Plant,  
12/08/97, \$25,251

Richard Vix, Custodian, Physical Plant,  
11/17/97, \$25,251

Early Retirement - Administrator

Rosemary Murray, Director, Health Service &  
Wellness Programs, Health Services,  
12/31/98, 28.3 years

Early Retirement - Faculty

Jean Genster, Associate Professor, LS/HS,  
12/31/98, 28.4 years

Richard Bernstein, Professor, TM/PS,  
05/31/99, 29.7 years

Robert Boeke, Professor, TM/PS, 05/31/99,  
29.7 years

Therese Cummings, Professor, TM/PS, 05/31/99,  
28.7 years

Wallace Davis, Associate Professor, BUS/SS,  
05/31/99, 24.7 years

Mariann Holt, Associate Professor, LS/HS,  
05/31/99, 15.7 years

Charles Norris, Professor, BUS/SS, 05/31/99,  
29.7 years

Michael Oester, Professor, TM/PS, 05/31/99,  
28.7 years

William Punkay, Professor, TM/PS, 05/31/99,  
31.8 years

Jack Tippens, Professor, LIB ARTS, 05/31/99,  
29.7 years

Cecilia Cooper, Professor, TM/PS, 07/31/99,  
16.9 years

John Davis, Professor, LIB ARTS, 07/31/99,  
31.9 years

Robert Held, Professor, BUS/SS, 07/31/99,  
29.7 years

Mary Ann Jirak, Professor, STU DEV, 07/31/99,  
28.6 years

Edgar Metcalf, Professor, LS/HS, 07/31/99,  
24.0 years

William Miller, Associate Professor, BUS/SS,  
07/31/99, 30.9 years

Joyce Nolen, Professor, STU DEV, 07/31/99,  
29.10 years

William Schooley, Professor, TM/PS, 07/31/99,  
29.7 years

Jay Singelmann, Professor, BUS/SS, 07/31/99,  
31.9 years

Phillip Stewart, Professor, LS/HS, 07/31/99,  
24.9 years

Jerome Stone, Professor, LIB ARTS, 07/31/99,  
17.9 years

Jane Thomas, Professor, LS/HS, 07/31/99, 22.9  
years

Robert Tillotson, Professor, LIB ARTS,  
07/31/99, 30.9 years

Classified Staff Resignations

Mary Andersen, Clerk II, p/t, Bookstore,  
12/08/97, 5.11 years

Kimberly Kelly, Library Assistant I, LRC,  
12/06/97, 1.3 years

President Thompson noted that this is the largest group of retiring faculty in Harper's history. He added that a debt of gratitude is owed to those who have served the College so well. There will be a large void to fill.



Board members agreed that the retiring faculty will be difficult to replace.

Member Howard noted that an Emeritus position was established at Harper several years ago. This allows distinguished and expert faculty to be invited back to Harper to teach a course that they enjoy. She encouraged the College to take advantage of this.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Botterman, Gillette, Hess, Howard, Kolze and Shure  
Nays: None

Motion carried. Student Member Prinzivalli voted aye.

Additional  
Compensation  
for 1996-97  
Audit

Member Howard moved, Member Barton seconded, approval of the additional audit fees of \$7,488 as outlined in revised Exhibit VIII-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Chair Kolze stated that this recommendation is a result of research that was done by himself, the administration, Dr. Thompson, Vice President Thorson and Member Gillette.

Member Howard stated that she believes this issue has been carefully researched and documented, and that Picker and Associates did indeed do auditing work above and beyond their contract.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Botterman, Gillette, Howard, Kolze and Shure  
Nays: Member Hess

Motion carried. Student Member Prinzivalli voted aye.

Educational  
Foundation  
Donor/Fund  
Agreement

Member Howard moved, Member Barton seconded, approval of the Donor/Fund Agreement as outlined in Exhibit VIII-C (attached to the minutes in the Board of Trustees' Official Book of Minutes).

President Thompson stated that the Educational Foundation Committee approved the agreement at their December meeting. The agreement outlines an understanding between the Donor and the College regarding what the gift is to provide and how it will be treated by the College.

Member Barton noted that she is pleased with the growth of the Foundation and impressed by their dedication to the College.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Botterman,  
Gillette, Hess, Howard, Kolze and  
Shure  
Nays: None

Motion carried. Student Member Prinzivalli voted aye.

Second Reading  
and Adoption --  
Board Policy on  
Meeting Agenda/  
Order of Business

President Thompson suggested the following revision to Exhibit VIII-D: changing the order of items IX and X so that IX would be Announcements by the Chair and X would be Other Business/Executive Session. Board members agreed.

Member Barton moved, Member Hess seconded, adoption of the proposed Policy on Meeting Agenda as amended for inclusion in the Board *Policy Manual*, Board of Trustees, Chapter 1, Section 1.13.8 as outlined in Exhibit VIII-D (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Barton, Botterman,  
Gillette, Hess, Howard, Kolze and  
Shure  
Nays: None

Motion carried. Student Member Prinzivalli voted aye.

1997 Facilities  
Study -- Phases  
I and II

President Thompson stated that Exhibit VIII-E is an update regarding the Facilities Study. The purpose of this discussion is to give an overview of the status. Although some Board

members are new, he said it was not his intent to go through the detail at this time.

He reiterated the six key priorities of the Space Plan: building connectivity; improvement of existing facilities; improvement of student gathering areas (a high priority); need for additional classrooms; need for additional laboratories, computer and other instructional labs; and program linkages through shared classroom space.

In the Proposed Master Plan from the Space Planning Task Force, there are three phases identified for satisfying the needs of the campus. The architects have been working with the College to determine alternatives for some of the construction pieces, keeping in mind the six key priorities.

With Michael Lundeen of Legat Architects assisting with the display boards, Dr. Thompson explained that the original proposal included a building between Buildings F and J which would be used for a student center, classrooms and offices. One of the alternates developed by the architects is to move this closer to the center of campus, possibly finding a way to link the student services currently in Building A with additional space. All student services would be tied together around Buildings A and C.

He displayed pictures which showed a new footprint for Building A, changing the focus considerably. He added that they are trying to link the architectural design for this space with that of new Buildings R and W. This would produce a kind of "theme" for the entrance to the campus.

He pointed out the space which is to be built on the east end of campus between Buildings D and H. This space would be a laboratory facility available to help during the Building D renovation. It will be a key part of phasing in order to move science facilities into available lab space. Instead of it being Phase II, it will all be together as a Phase I project. Within Phase I, it will be broken down into stages.

He called attention to the lower level on the A-C wing. The blue-colored area is the build-out of the new space. There is a concern regarding the Hospitality program space. This alternative moves Hospitality up from the very lower level to the level where the kitchen and cafeteria are currently located. The space has been assigned to Hospitality as well as for some multipurpose space, dining space and meeting space. There will be an addition between Buildings A and E, which will have some needed conference rooms and classrooms. This would also be part of the new build-out, making a new front entrance to the campus.

Another alternative is to have Information Systems move in the stack area on K Wing first, second and third floors.

An alternative is to have almost all the space on the main floor (currently the student center) become the student services portion of the campus. He showed the new build-out for Student Center Activity. One idea is to move the passage corridor from where it is now to outside of that area. The old corridor could be used for additional space, and a new enclosed corridor would be created.

He called attention to the new space to be built out for the Center for Students with Disabilities. This would bring that student program together with other student services -- Career Center, Admissions, Assessment and Testing.

On the third level, it is proposed that the President's Office, Board Room, and Development Office be moved across from where it is now. A portion of the second level will be filled in (currently the open space that runs two stories).

President Thompson noted that with this configuration of the Student Center, one can look out into the Quadrangle and get the view that Tom Lynch captured in his watercolor.

President Thompson stated that the architects' cost estimate for A-C and additional build-out varies, depending on the year in which it is bid. The handout shows an amount if it is bid in the Year 1998, another amount if it is bid in the Year 2000, and another amount if it is bid later. He pointed out that if we considered bidding in the year 2000, the cost would be approximately \$37M. Approximately \$3.5M to \$4M should be added to that amount if the College decides to build the connecting building needed for space during the Building D renovation. He feels this is a very important consideration. He added that there is a total of over \$70M to consider beyond this phase.

In response to Member Barton, President Thompson stated that the administration offices (Vice President Henry, President Thompson) will remain on the third floor, but across from where currently located.

President Thompson noted that there will be provisions made for a third floor to be added to Building W in the future. The third floor is not in the current plan; however, the structure will be put in place. When there is a need, this third floor will attach to the A wing.

In response to Member Barton, President Thompson explained that the parking area for the conference center will be discussed at the January meeting.

There was discussion regarding Food Service, Cafeteria, and the Hospitality Program. President Thompson explained that the Hospitality program is not designed to be a food service distribution, but a student instructional facility only. Eventually, it could be more than that.

In response to Member Gillette, President Thompson explained that the Food Service kitchen will service the dining area of the conference center. The buildings will connect.

Member Gillette suggested that the proposed changes be broken out into improvements for students and improvements for administration. Mr. Lundeen agreed that this information would be helpful.

In response to Member Shure, President Thompson stated that Buildings W and R will be discussed in conjunction with the budget at the January 13 Special Board meeting. Some decisions should be made by February because it will have an effect on the referendum issue.

In response to Member Barton, President Thompson stated that planning would be done in 1998, beginning with architectural and engineering work. Member Howard added that Buildings W and R will be worked on in 1998 as well.

President Thompson thanked the architects for their efforts thus far. He also thanked the Space Planning Task Force for agreeing to the slight changes in the footprint for the building.

In regard to Member Hess' inquiry, Mr. Lundeen explained that the board shows a concept image to demonstrate some ideas. One aspect is making the main entrance to Harper College recognizable from Algonquin Road. The sketch and photographs are images of other pieces of architecture around the country to give examples of how that emphasis can be made on the entrance.

Harper College  
Referendum

Vice President Ed Dolan stated that there has been much discussion on campus over the last two months with respect to the Space Plan itself. Linked to all of these proposed changes is the topic of funding. These discussions have included:

1. *The state funding option* which is a long-term process. The most recent success was a twelve-year venture.
2. *The role of our Foundation* in terms of how they might assist the College in addressing the needs.
3. *The College budget* in terms of what is available and not available.

4. *The life safety bonding process* - what might be available.
5. *The referendum option.*

Dr. Dolan explained the process used in reviewing the referendum option. The Board report includes a summary of the study conducted, and was produced as a result of a series of discussions. He noted that Board members will receive a copy of the referendum plan via the mail. It is a work-in-progress as they are currently receiving feedback from the College community. The process included a series of 12 community meetings. At two of those meetings, over 100 individuals were in attendance from the larger Harper community (i.e., Friends, the Foundation, the Alumni Group and the Board of Trustees) as well as the internal community. In addition, there have been ten meetings with different employee groups, divisions, or organizations on campus.

The referendum plan was produced as a result of:

1. discussions from the meetings;
2. research that has been done for referendum planning;
3. a review of Harper's previous two referendums in the mid-80's; and
4. a review of a dissertation that was written on the referendum.

The referendum plan involves the following key functions:

1. establishing a campaign funding mechanism;
2. volunteer recruitment and coordination;
3. information, education and awareness of the College needs to our public (the voters);
4. strategy to identify the positive yes votes or voters both internally and externally;
5. mobilization process.

Dr. Dolan noted that after researching referendums, it was determined that it takes 10-12 months of preparation and hard work to do a successful referendum. Dates that were identified include: November 1998 (11 months away); February 1999 (just over one year

away); and April 1999 (one year and four months away). He added that each date has positives and negatives, depending on national elections, local elections, tax time bills, etc. If none of those dates are chosen, the election law dictates that another referendum may not be considered until March 2000.

Dr. Dolan stated that there will be further discussions about a referendum, and a recommendation will be made in the near future regarding the options and the amount.

In response to Member Barton, Dr. Dolan stated that the November election attracts more voters because it is a national election. Vice President Judy Thorson stated that February is the primary and April is the general election.

Chair Kolze asked if the referendum issue will be addressed further at the January 13 Special meeting. Vice President Thorson responded that the purpose of the January 13 meeting is to review the details of Buildings W and R. Dr. Dolan said that he can be prepared to discuss this further at that time. President Thompson stated that it makes sense to incorporate the referendum issue in budget discussions. Member Howard concurred.

Member Barton asked for information regarding the number of hours involved, number of people involved, and how far in advance the preparation took place for the 1985 referendum. Dr. Dolan stated that that information is all documented. The College had two referendums relatively close together; one was unsuccessful and one was successful.

Chair Kolze asked if the committee was making a recommendation to go with the February 1999 date. Dr. Dolan stated that there was not a recommendation at this time. There are differences of opinion regarding the three dates. However, it is the opinion of most that one of the three dates should be chosen, rather than wait until the year 2000.



Chair Kolze stated that the public must be fully informed about the College needs, especially because of the amount of money that will be requested. It will take time to explain what is needed and why. He noted that the recent article in the *Chicago Tribune* was well done.

Member Gillette suggested doing a "small referendum" in March 1998 for additional money needed for Building W. There was discussion regarding the positives and negatives of doing such a referendum so quickly. The positive side would be that the taxpayer might be likely to agree to a small increase (possibly only \$5.00 per year). However, the negative side would be that much of the public may feel uninformed if a referendum is attempted too soon. It would then make the bigger referendum more difficult to pass. Dr. Dolan stated that all of the pluses and minuses have been discussed in great detail. The consensus of the committee was that it would be too difficult and too risky to push for a referendum in March.

Chair Kolze asked Board members for their opinion regarding the referendum.

Member Barton agreed that March 1998 was too soon to educate the public. Efforts should be concentrated on the big referendum. She added that the College had made a commitment to match the dollars for Building W and felt that Harper should "keep its word."

Member Shure noted that some voters will be getting a federal tax break for tuition in April 1999, and that might be a good time to ask them for a little more money. Board members were in agreement.

Member Howard felt that it would be difficult to do a small referendum quickly. She added that if the small one successfully passed, it would be difficult to turn around and ask for another major amount of money in a short period of time.

Member Botterman stated that March 19 is only 88 days from now so it would be too difficult.

Member Hess felt that one large referendum should be done rather than two. She added that it should be done as soon as possible.

Chair Kolze stated that a small referendum in March would jeopardize the larger issue, and it would not indicate a well thought out plan.

Chair Kolze noted that there has been very serious discussion regarding this issue and the committee is approaching it in the right way. One thing that has been emphasized is that in order to have a successful referendum, it will require the support of everyone in the College family.

Technology Plan --  
Third Year

President Thompson called attention to Exhibit VIII-G, the Technology Plan update. Pages 12 and 13 summarize the activities in the Year 1996/97; pages 14 through 16 list the goals and plan currently underway for 1997/98. The items with an asterisk (\*) have been approved for the current year.

Chair Kolze suggested attaching a one-page summary on the front of the document. Vice President McShane stated that this would be done.

Student Member Prinzivalli stated that she has a particular interest in item G14 (Universal ID Card) on page 15. She asked why it does not have an asterisk indicating that it is a project for the current year. Vice President McShane explained that it is a long process to get all the approvals required. A universal ID system will be used for students and employees and will address issues including security. Meetings will begin to take place regarding all aspects of the universal ID card. It will require input from many areas. He added that Student Member Prinzivalli will be invited to join the group which is looking into the details. Mr. McShane stated that this particular project will be moved up. It will most likely be broken down into sections, with the

idea that the student ID portion will be addressed as soon as information is gathered from many different areas of the College. This particular project will be started this year.

Chair Kolze thanked Mr. McShane for the update.

#### OTHER BUSINESS

There was no Other Business.

#### PRESIDENT'S REPORT

President Thompson distributed a copy of his report. The College Board's recent teleconference on "Best Practices in Marketing to Adult Students" featured a segment on Harper's "College Not Just For Kids Anymore" Campaign. Harper was one of 25 schools highlighted, which included seven community colleges.

Dr. Thompson distributed a copy of *Going International*, a brochure explaining Harper's international studies and programs.

On December 19, NW 2001 will hold a public forum at the College to discuss welfare reform and the need for a Human Services office in the northwest suburbs. Howard Peters will be the speaker. He added that this is a valuable forum for community interest. Over 100 people have registered to attend.

The Picasso sculpture has been moved indoors to the lower level of Building L, because it was deteriorating due to weather. It is the intent to move the piece into the new Performing Arts Center, once it is completed.

Hewlett/Packard has been working with Harper Cardiac Rehab and has loaned the College a state-of-the-art ultrasound machine valued at \$300,000. We thank Hewlett/Packard for their generosity. There will be a reception recognizing this collaborative partnership on January 12 at 1:00 p.m.

President Thompson thanked Pat Beach and his students for providing wonderful treats during the Board meetings throughout the year.

The President noted that Jose Jiminez received a \$500 scholarship from the Chicago Food Broker's Association at an event held at River Forest Country Club.

Roosevelt University's Hospitality Department now has offices on the new campus in Schaumburg. Several Harper students have articulated taking senior level courses at the new campus.

The Retailers Bakery Association (RBA) has requested that Harper review and make recommendations concerning the RBA-sponsored Building Tomorrow's Bakers Program. This is integrated with the College baking program.

President Thompson announced that the IEA/NEA group met for three hours today regarding negotiations. The union is considering a request for mediation.

President Thompson wished everyone a happy holiday. Board members wished him a happy birthday next week.

Chair Kolze announced that a memo was distributed regarding upcoming television coverage for Harper College from former student Marlee Matlin. Now an actress, Ms. Matlin was in the Criminal Justice program at Harper and will mention the College on the television program.

#### EXECUTIVE SESSION

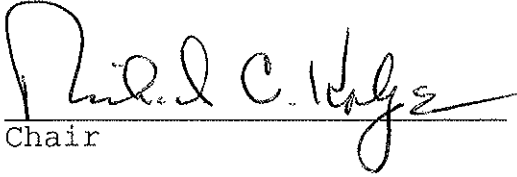
Member Gillette moved, Member Barton seconded, that the meeting adjourn into executive session for the purpose of discussing the appointment, employment and dismissal of personnel.

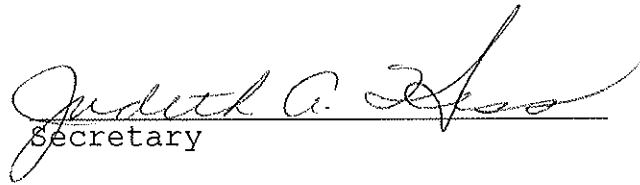
Upon roll call, the vote was as follows:

Ayes: Members Barton, Botterman,  
Gillette, Hess, Howard, Kolze and  
Shure  
Nays: None

Motion carried at 8:08 p.m. Student Member Prinzivalli voted aye.

Following executive session, the Board reconvened the Regular meeting at 9:17 p.m. and immediately adjourned.

  
Chair

  
Secretary

## BOARD REQUESTS

## DECEMBER 18, 1997 REGULAR BOARD MEETING

1. Member Gillette suggested that the proposed changes be broken out into improvements for students and improvements for administration. Mr. Lundeen agreed that this information would be helpful.
2. Chair Kolze asked if the referendum issue will be addressed further at the January 13 Special meeting. Vice President Thorson responded that the purpose of the January 13 meeting is to review the details of Buildings W and R. Dr. Dolan said that he can be prepared to discuss this further at that time. President Thompson stated that it makes sense to incorporate the referendum issue in budget discussions. Member Howard concurred.
3. Member Barton asked for information regarding the number of hours involved, number of people involved, and how far in advance the preparation took place for the 1985 referendum. Dr. Dolan stated that that information is all documented.
4. Chair Kolze suggested attaching a one-page summary on the front of the document. Vice President McShane stated that this would be done.