

WILLIAM RAINEY HARPER COLLEGE
1200 West Algonquin Road
Palatine, Illinois

Board Meeting

January 28, 1999

7:00 p.m.

Agenda

- I. Call to Order
- II. Roll Call
- III. Presentations: Learning Communities and Y2K
Citizen Participation
- IV. Student Trustee Report
- V. Approval of Agenda
- VI. Approval of Consent Agenda* (Roll Call Vote)

For Approval

1. Minutes--December 10 Special/Executive Session;
December 17, 1998 Regular Board meeting
and executive session Exhibit VI-1
2. Bills Payable, Payrolls for December 18, 1998,
January 1 and January 15, 1999; Estimated
payrolls for January 16 through February 26, 1999 Exhibit VI-2
3. Bid Awards Exhibit VI-3
4. Purchase Orders Exhibit VI-4
5. Personnel Action Sheets Exhibit VI-5
 - a. One Year Extension of Three-Year Probationary
Tenure Provision, Non-Tenured Faculty (BUS/SS) Exhibit VI-5a
 - b. One Year Extension of Three-Year Probationary
Tenure Provision, Non-Tenured Faculty (LS/HS) Exhibit VI-5b
 - c. Dismissal, Non-Tenured Faculty (TM/PS) Exhibit VI-5c
6. Affiliation Agreement with Rush North Shore
Medical Center of Skokie Exhibit VI-6
7. Affiliation Agreement with Advocate Medical
Group of Park Ridge Exhibit VI-7

* At the request of a Board member or the President, an item may be removed from the Consent Agenda for discussion. In addition, certain recurring recommendations may be included in the Consent Agenda at the discretion of the College President.

For Information

8. Financial Statements Exhibit VI-8
9. Committee and Liaison Reports Exhibit VI-9
10. Grants and Gifts Status Report Exhibit VI-10

VII. New Business

- A. RECOMMENDATION: Violet's Coffee Agreement Exhibit VII-A
- B. RECOMMENDATION: Student Service Awards - Fall, 1998 Exhibit VII-B

VIII. President's Report

IX. Announcements by the Chair

A. Communications

B. Calendar Dates

(Note: * = Required)

February 13-16, 1999 American Council on Education Annual Meeting., Washington, D.C.

February 20-23, 1999 National Legislative Seminar, Wash, D.C.

*February 25, 1999 (Th) - 7:00 pm Regular Board meeting

January 25-February 1, 1999 - Period for filing nominating petitions

On-Campus Events

February 2 - 12:15 pm Chicago Saxophone Quartet

February 5 - 7:30 pm Marimba concert by Makoto Nukura

February 25 - 12:15 pm Pianist Lori Sims

February 26 - 8:00 pm Acoustic guitarist Willy Porter

X. Other Business (including executive session, if necessary)

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 17,
1998

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 17, 1998 at 7:04 p.m. in the Student and Administration Center (A-238) of the Administration Building, 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL: Present: Members Barton, Botterman, Gillette (7:12 p.m. arrival), Hess, Howard, Kolze and Shure; and Student Member Valadez
Absent: None

Also present: Robert Breuder, President; Ed Dolan, V.P. Academic Affairs; Bonnie Henry, V.P. Human Resources and Internal Affairs; David McShane, V.P. Information Technology; Judy Thorson, V.P. Administrative Services; Joan Kindle, Associate Vice President for Student Affairs; Mary Azawi; Larry Bielawa; Steve Catlin; Tom Choice; Lori Danaher; Julie Fleenor; Bob Getz; Jerry Gotham; Julie Hennig; Thea Keshavarzi; Sylvia Kingsley; Dave Macaulay; Liz McKay; Russ Mills; Elena Pokot; Sharon Szymoniak and Joan Young - Harper. Students: Jaclyn Stefaniak; Heather Voegeli.

Guests: Kris Lance, IEA/NEA; William Huley, Northwest Tax Watch; George Flaherty, Taxpayer; Michael Lundeen, Legat Architects; Tom Rooney and Dale Sogor, Gilbane Building Company; Jamie Sotonoff, Daily Herald; Maryanne Giustino, Chicago Tribune.

CITIZEN PARTICIPATION

There was no Citizen Participation.

STUDENT TRUSTEE REPORT

Student Member Valadez distributed a copy of his report. He thanked Associate Vice President of Student Affairs Joan Kindle for attending the recent Student Senate meeting. She shared ideas, answered questions and

listened to student concerns. It was a great way to improve communication.

Student Member Valadez informed the Board that there is a new representative for Life Science and Human Services - Shweta Kapil. He announced that Technology, Mathematics and Physical Science Senator James Skyles was awarded with the Eagle Scout Award recently. The award is given to individuals who excel in their scholastic and extracurricular activities. He also noted that Business and Social Science Division representative Samantha Gerek has resigned due to her transfer to Penn State University next Spring.

Student Member Valadez participated in the 11th annual "On Campus Day Visit for High Schools." He thanked Admissions Office Director Bruce Bohrer and Admissions Outreach Coordinator Debbie Michelini for giving him the opportunity to be a part of the panel. He answered questions from high school students, stressed the importance of education and highlighted opportunities offered at Harper College.

Student Member Valadez thanked Dr. Patricia Traynor for taking him and five other student senators on a tour of the TMPS division. The need for additional space for lecture halls, classrooms and laboratories was evident.

Chair Kolze thanked Student Member Valadez for his very thorough written report.

APPROVAL OF AGENDA

Chair Kolze stated that a revised agenda with additional items E, F, G and H was distributed to each of the Board Members. There will be an executive session at the end of the regular meeting to discuss collective bargaining.

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, Hess,
Howard, Kolze and Shure

Nays: None

Motion carried. Student Member Valadez voted aye.

CONSENT AGENDA

Chair Kolze noted that Item VI-4b will be removed from the Consent Agenda. Revised Exhibit VI-5 has been distributed.

Member Barton moved, Member Hess seconded, approval of the minutes of the November 23, 1998 Regular Board meeting and executive session; bills payable; payrolls for November 20, 1998 and December 4, 1998; estimated payrolls for December 5, 1998 through January 29, 1999; bid awards; purchase orders; personnel action sheets; and for information: financial statements, committee and liaison reports, grants and gifts status report as modified and outlined in Exhibits VI-1 through VI-8 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Operating Fund	\$2,578,408.33
Tuition Refunds	66,713.08

The payrolls of November 20, 1998 in the amount of \$1,726,597.18; December 4, 1998 in the amount of \$1,717,394.11 and estimated payroll of December 5, 1998 through January 29, 1999 in the amount of \$5,217,646.81.

Bid Awards

Ex. VI-3a Award Bid Q8909, for five binocular and ten monocular microscopes for use in the biology laboratories to The Scope Shoppe, Inc., the low bidder, in the amount of \$27,334.25.

Ex. VI-3b Award Bid Q8914 to World Color, the low bidder for printing of the Spring 1999

Harper College Magazine, in the amount of \$23,450.

- Ex. VI-3c Award Bid Q8913 for furniture to be used in the Continuing Education office, and for panels needed to complete the furniture project begun last fiscal year in the Adult Educational Development office at the Northeast Center, to Office Concepts, Inc., the low bidder, in the amount of \$27,159.76.
- Ex. VI-3d Award Bid Q8908, for financial advisory services for the period of January 1, 1999 through December 31, 2001 with the option to renew for two additional years, to Kane, McKenna Capital, Inc., the lowest responsible bidder, in the amount of \$15,000 per bond issue.
- Purchase Orders Ex. VI-4a Approve issuance of a purchase order to Wellsource, Inc. for the purchase of Health Awareness software, for use by the Physical Education department, in the amount of \$12,940.
- Ex. VI-4c Approve issuance of a purchase order to Willis Corroon Corporation of Illinois for Professional Liability insurance to run from January 1, 1999 through June 30, 1999 in the amount of \$32,461.
- Ex. VI-4d Approve issuance of a purchase order to Nugent Risk Management Services for insurance consultant services for the College professional liability, property, and casualty insurance and the Treasurer's bonds, in the amount of \$10,000 for fiscal

year 1998/99 and for \$5,000 each year for fiscal years 1999/00 and 2000/01 for a total award of \$20,000.

Personnel Actions

Administrator Appointments

Sheryl Otto, Associate Dean, Student Development, STU DEV, 11/09/98, \$52,785
Tom Thompson, Director, Access and Disability Services, STU DEV/ADS, 11/09/98, \$61,000

Professional/Technical Appointments

Beth Kuropatwa, Technical Installation Technician, IT/TS, 01/04/99, \$41,000
Richard Kellerman, Desktop Integration Analyst II, IT/CS, 11/09/98, \$37,000
Karin Lacour-Rivers, Career Instructional Design Specialist, WK/PR DV, 01/06/99, \$45,357

Supervisory/Confidential Appointment

Laurie Dietz, Accounting Services Manager, ACCT SER, 01/04/99, \$50,000

Classified Staff Appointments

Marlene Bernstein, Program Assistant, COR SRV, 12/01/98, \$27,954
Shannon Greenfield, Program Specialist, TMPS-CE, 12/14/98, \$30,000
Kimberly Kelly, Library Assistant I, p/t, LIB SER, 01/19/99, \$11,246
Marcie Landeros, Library Assistant II, LIB SER, 12/14/98, \$27,657
Laurene Miller, Executive Assistant to the Associate Vice President of Student Affairs, STU AFF, 11/09/98, \$35,200

Supervisory/Confidential Retirement

Harold Neumann, Telecommunications Systems Engineer, IT/TS, 06/30/99, 27 yrs. 6 mths.

Classified Staff Retirement

Mary Strama, Administrative Secretary, W/HP-HP Lab, 04/30/99, 16 yrs. 3 mths.

Professional/Technical Resignations

Kathy Collar, Child Care Specialist, LS/HS-CLC, 11/02/98, 17 yrs. 9 mths.
Matthew McLaughlin, New Student Specialist, CNS, 01/04/99, 1 yr. 11 mths.

Classified Staff Resignations

Rachel Canter, Clerk Typist I, p/t,
Admissions, 12/05/98, 1 yr. 1 mth.
Frances Foley, Secretary, STU DEV, 12/11/98,
11 months

In regard to bid award VI-3d, Vice President Judy Thorson explained that a sentence was left off under Speer Financial, Inc. It should be \$12,000/issue for the first \$5,000,000 and one-tenth of one percent in excess of \$5,000,000 to a cap of \$30,000/issue. She explained that with anything greater than \$8 million, Speer's cost would be greater than \$15,000 per issue. It is anticipated that most of what the College will do during this period of time will be greater than \$8 million.

Upon roll call on the Consent Agenda, the vote was as follows:

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

Motion carried. Student Member Valadez voted aye.

Member Gillette entered the meeting.

Purchase Order

Member Barton moved, Member Hess seconded, approval of the following purchase order as outlined in Exhibit VI-4b (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Ex. VI-4b Approve issuance of a purchase order for the upgrade of the existing Touchtone Registration system to a Digital Interactive Voice Response (IVR) System, to EPOS Corporation in the amount of \$55,954 for the 1998/99 fiscal year.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Valadez voted aye.

NEW BUSINESS:

Renewal of
Treasurer's
Surety Bond

Member Howard moved, Member Botterman seconded, renewal of the Treasurer's Surety Bond issued by Glenn A. Evans Insurance Company as surety for six months at a cost of \$4,040 as outlined in Exhibit VII-A (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In response to Member Gillette, Vice President Thorson stated that if the State Bill passes, the College would have the ability to change this. It would mean decreasing the amount of coverage, not increasing it.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Valadez voted aye.

College Naming
Program

Member Howard moved, Member Shure seconded, approval of naming the box office in the new Performing Arts Center **The Daily Herald Box Office**, as outlined in Exhibit VII-B (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 Valadez voted aye.

Chair Kolze congratulated The Daily Herald.

Insurance Renewal
for Medical,
Dental, Life and
Disability

Member Howard moved, Member Hess seconded, acceptance of the proposal of Willis Corroon Corporation of Illinois and the College administration to have Provident Life Insurance Company to provide the College with Term Life, not to exceed \$0.28 per \$1,000 of covered payroll; Accidental Death and Dismemberment, not to exceed \$0.024 per \$1,000 of covered payroll; CNA to provide Long-Term Disability insurance coverage, not to exceed \$0.29 per 1 percent of payroll per month; CoreSource to provide claims administration, not to exceed \$2.55 for dental and \$0.95 for Short-Term Disability. HMO Illinois to provide the College with HMO coverage, not to exceed the contracted amount per level of coverage per covered individual per month and Blue Cross Blue Shield of Illinois to provide the College with PPO coverage, not to exceed the contracted amount per level of coverage per covered individual per month as outlined in Exhibit VII-C (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Howard noted that the insurance committee did a very thorough review of all the College benefits. As a result of the review and renegotiation, the College received a better plan at less cost. Vice President Thorson added that there was active bidding on the life and short-term disability. The College is changing carriers on the life and is saving \$40,000 overall.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Valadez voted aye.

Second Reading: Member Howard moved, Member Gillette
Board Policy seconded, approval of the Second Reading:
(revised) on Board Policy (revised) on Tuition and Fees,
Tuition and Fees as outlined in Exhibit VII-D (attached to the
minutes in the Board of Trustees' Official
Book of Minutes).

Chair Kolze explained that a variable tuition paragraph (3.3.4) will be added to the policy. This reflects suggestions from Member Gillette. Member Howard stated that she agrees with the additional paragraph because it will give the College more flexibility, especially as courses are added that may require expensive equipment.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Valadez voted aye.

Resolution to Member Barton moved, Member Howard seconded,
Rescind approval of the rescission of the 1998 Tax
November 23, 1998 Levy as outlined in Exhibit VII-E (attached
Adoption of Levy to the minutes in the Board of Trustees'
Resolution Official Book of Minutes).

Vice President Thorson noted that items VII-E VII-F and VII-G relate to one another. She explained that when the College did the estimated levy, it was under five percent so the Truth in Taxation issues did not come into play. At that time, the life safety projects had not been finalized with the State. It turned out that \$26,000 more than the estimate was authorized, which put the total over five percent. She explained that she did not need to do a hearing, but she was not aware that she had to do a publication and use a different Truth in Taxation form.

Legal Counsel suggested rescinding the levy that was adopted in November and readopting the same levy tonight, so that the 15 days for publication will be met. The College will publish in the newspaper on Saturday and will file the levy next week. This action is the rescission. The following actions are the adoption and the Truth in Taxation resolution.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Valadez voted aye.

1998 Tax Levy
Readopted to
Meet Truth in
Taxation
Requirements

Member Hess moved, Member Barton seconded, approval of the re adoption of the 1998 Tax Levy as outlined in Exhibit VII-F (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In response to Member Howard, Vice President Thorson stated that nothing has changed in the levy. This must be published 15 days after adoption and that had not been done last time.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Valadez voted aye.

Truth in
Taxation
Resolution

Member Botterman moved, Member Shure seconded, adoption of the Truth in Taxation resolution as outlined in Exhibit VII-G (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 Valadez voted aye.

\$124,800,000
 Referendum
 Question

Member Howard moved, Member Barton seconded, adoption of the resolution which moves the \$124,800,000 referendum vote to April 13, 1999 as outlined in Exhibit VII-H (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Gillette pointed out that as the date of the referendum gets pushed back, the estimated construction costs will increase due to inflation. It was noted that there were no primaries. Therefore, Harper could not have had the referendum in February.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Valadez voted aye.

PRESIDENT'S
 REPORT

There was no President's Report.

ANNOUNCEMENTS BY
 CHAIR

Committee/Liaison
 Assignments

Chair Kolze noted that a Committee/Liaison Report was distributed to each Board member. It reflects what had been discussed between Board members and Chair Kolze. All Board members confirmed the appointments.

Communications

Member Gillette noted that he currently serves as his village's Emergency Services and Disaster Agency (ESDA) director. The object of the organization is to prepare and plan for an emergency in the community - something that is out of the ordinary. At a

recent meeting with the Sheriff of Lake County, a report was read from the Illinois Emergency Management Association which explained their views of what will happen in Illinois with the year 2000. Much emphasis has been put on computers used in accounting, but many people have forgotten to look at other things such as: energy control systems or energy monitoring systems (systems that perhaps turn off the lights or the heat in the evening). Electric companies are trying to anticipate problems that might occur late evening December 31, 1999 and early morning January 1, 2000. There could be power outages and possibly 911 system overload problems. Member Gillette explained that the Sheriff of Lake County has cancelled all leaves for everybody for December 31, 1999; all part-time deputy and auxiliary people will be on-hand as well. It is recommended that public institutions have somebody walk the buildings on the evening of December 31 to make sure the heating plant was turned off. Member Gillette suggested that the College develop a plan during 1999 to prepare for the year 2000 in relation to electrical systems -- anticipating electrical outages, preventing pipes from freezing, etc. He added that he would inform Dr. Breuder of training session information as it becomes available.

Calendar Dates

Calendar dates are printed on the agenda for Board information.

OTHER BUSINESS

Member Howard called attention to the upcoming Community College Trustees Association meetings in Peoria on January 15 and 16. She noted that Harper should be well represented, because there will be information presented on the community college financial year 2000 budget request of the state legislature. Member Shure stated he would speak to Chair Kolze about whether or not he would be attending.

Member Barton noted that there is a legislative seminar in Washington on February 20 through 23.

EXECUTIVE SESSION

Member Barton moved, Member Gillette seconded, that the meeting adjourn into

executive session to discuss collective bargaining.

Upon roll call, the vote was as follows:

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

Nays: None

The motion carried at 7:42 p.m.

Following executive session, the Board reconvened the Regular meeting at 8:54 p.m.

ADJOURNMENT:

It was moved and seconded that the meeting be adjourned.

In a voice vote, the motion carried at 8:55 p.m.

Chair

Secretary

BOARD REQUESTS

DECEMBER 17, 1998 REGULAR BOARD MEETING

1. Member Gillette suggested that the College develop a plan during 1999 to prepare for the year 2000 in relation to electrical systems -- anticipating electrical outages, preventing pipes from freezing, etc. He added that he would inform Dr. Breuder of training session information as it becomes available.
2. Member Howard called attention to the upcoming Community College Trustees Association meetings in Peoria on January 15 and 16. She noted that Harper should be well represented, because there will be information presented on the community college financial year 2000 budget request of the state legislature. Member Shure stated he would speak to Chair Kolze about whether or not he would be attending.

WILLIAM RAINY HARPER COLLEGE

BOARD MEETING

JANUARY 28, 1999

- EXHIBIT VII - 3a The administration recommends that the Board award Q00012 to Office Equipment Company of Chicago, the low bidder for office furniture needed in the Technology, Mathematics and Physical Sciences Division office, in the amount of \$13,137.43.
- EXHIBIT VII - 3b The administration recommends that the Board award Q00010 for audio visual equipment for the Child Learning Center to Video Images, Inc. for \$83, Roscor, Inc. for \$285, Graybow Communications Group for \$330, Swiderski Electronics, Inc. for \$680, Micro City for \$1,877, and to Columbia Audio/Visual for \$11,093 for a total award of \$14,348.
- EXHIBIT VII - 3c The administration recommends that the Board award Q00006 for toilet room renovation at the southeast end of the Student and Administration Center to Tri-State Management Company, the low bidder, in the amount of \$326,600 plus a contingency of \$32,660 for a total award of \$359,260.
- EXHIBIT VII - 3d The administration recommends that the Board award Q00009 for bleacher repairs in the gymnasium of the Wellness and Sports Center to Bleacher America, Inc., the low bidder, in the amount of \$24,300 plus a contingency of \$2,430 for a total of \$26,730.

Consent Agenda
Exhibit VII - 3
January 28, 1999

EXHIBIT VII - 3e The administration recommends that the Board award Q00008 for lighting in the Wellness and Sports Center to T.E.C. Electrical, Inc., the low bidder, in the amount of \$98,538 plus a contingency of \$9,850 for a total award of \$108,388.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00012 for office furniture needed in the Division Office of the Technology, Mathematics and Physical Sciences Division as requested by Physical Plant.

II. BUDGET

Funds in the amount of \$14,000 are provided in the 1998/99 Operations and Maintenance Fund budget, under account number 0292-039-586.

III. INFORMATION

A legal bid notice was published and six bids solicited. Three responses were received. The following is a recap of the bid tab sheet:

Office Equipment Company of Chicago	\$13,137.43
The Educational & Institutional Cooperative Service, Inc.	14,714.22
Environetx	15,161.63

As the Technology, Mathematics and Physical Sciences Division expands, accommodations need to be made for additional personnel. The general office area in the Division Office has been redesigned to accommodate additional people. A combination of new and existing furniture will be used. The new furniture is designed to accommodate technology needs now and into the future.

IV. RECOMMENDATION

The administration recommends that the Board award Q00012 to Office Equipment Company of Chicago, the low bidder for office furniture needed in the Technology, Mathematics and Physical Sciences Division office, in the amount of \$13,137.43.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00010 for audio visual equipment as requested by Media Services for the Child Learning Center.

II. BUDGET

Funds in the amount of \$27,321 are provided in the 1998/99 Education Fund budget, under account 0100-039-1316.

III. INFORMATION

A legal bid notice was published and 15 bids solicited. Ten responses were received. The following is a recap of the bid tab sheet:

Wizdum Audio, Inc.	\$2,709
	(No bid 12 items)
Interstate Electronics	3,793
	(No bid 8 items)
Columbia Audio/Video	14,968
	(No bid 1 item)
Roscor Corp.	15,287
Micro City	15,467
KJM Marketing, Inc.	16,836
	(No bid 3 items)
Graybow Communications Group	17,138
Video Images, Inc.	17,771
Ancha Electronics, Inc.	19,316
	(No bid 1 item)
Swiderski Electronics, Inc.	20,785

The equipment requested in this bid consists of integrated dome cameras, a system controller, a video switcher, video monitors, a VHS recorder/player, boundary microphones, mic/mixers, an audio monitor, audio distribution amps, an equipment rack, and various types of cables.

The equipment in this bid will be used in the viewing room of the Child Learning Center. Students, faculty, parents, and other visitors will be able to electronically observe any activity occurring in either room of the center for teaching and learning purposes, for evaluating students, and other information purposes. By selecting one of the cameras and one or more of the microphone pickups, the observation can be focused on any activity occurring, even if it is in a corner of the room not easily seen through the one-way mirror or located in the room that does not have a one-way mirror. Six observers can be accommodated at one time. The VCR video recorder can be used to evaluate at a later time.

This project is funded by the 1998 Educational Foundation Golf Outing. Installation will be performed by Media Service personnel.

In order to obtain the lowest cost to the College, the bid will be split on a per item basis to the lowest bidders. The audio cable will be awarded to Video Images, Inc. in the amount of \$83, the video switcher to Roscor, Inc. in the amount of \$285, the video monitor to Graybow Communications Group in the amount of \$330, the rack mount kit, rack and cable to Swiderski Electronics, Inc. in the amount of \$680, the boundary microphones and audio monitor to Micro City in the amount of \$1,877, and the integrated dome camera, system controller, video monitors, VHS recorder/player, mic/mixer, and audio distribution amp to Columbia Audio/Video in the amount of \$11,093, for a total award of \$14,348.

IV. RECOMMENDATION

The administration recommends that the Board award Q00010 for audio visual equipment for the Child Learning Center to Video Images, Inc. for \$83, Roscor, Inc. for \$285, Graybow Communications Group for \$330, Swiderski Electronics, Inc. for \$680, Micro City for \$1,877, and to Columbia Audio/Visual for \$11,093 for a total award of \$14,348.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00006 for toilet room renovation at the southeast end of the Student and Administration Center as requested by Physical Plant.

II. BUDGET

Funds in the amount of \$404,450 are provided in the 1998/99 Operations and Maintenance Restricted Fund budget, under account number 0392-039-584.00-9081.

III. INFORMATION

A legal bid notice was published and twelve bids solicited. Five responses were received. The following is a recap of the bid tab sheet:

Tri-State Management Company	\$326,600.00
Boller Construction Company, Inc.	355,000.00
The Dubs Company, Inc.	368,160.00
R. L. Sohol General Contractor, Inc.	429,000.00
American Star Construction Company, Inc.	448,000.00

This project is an approved 1996 Life Safety project. The public toilet rooms in the Student and Administration Center are not handicap accessible in accordance with the Illinois Accessibility Code 1988. In order to bring them into compliance, extensive renovation work needs to be done. Included in this work will be the replacement of fixtures, and of piping which is beyond its useful life. This project will renovate the three public toilet rooms at the southeast end of the Student and Administration Center.

Included in the recommendation is a 10% contingency of \$32,660.

IV. RECOMMENDATION

The administration recommends that the Board award Q00006 for toilet room renovation at the southeast end of the Student and Administration Center to Tri-State Management Company, the low bidder, in the amount of \$326,600 plus a contingency of \$32,660 for a total award of \$359,260.

WILLIAM RAINEY HARPER COLLEGE

BOARD EXHIBIT

I. SUBJECT

Recommendation for the award of bid request Q00009 for bleacher repairs in the gymnasium of the Wellness and Sports Center as requested by Physical Plant.

II. BUDGET

Funds in the amount of \$116,593 are provided in the 1998/99 Operations and Maintenance Restricted Fund budget, under account number 0392-039-584.00-9019. (Included in this amount is the previously Board approved tuckpointing for the Wellness and Sports Center).

III. INFORMATION

A legal bid notice was published and five bids solicited. Three responses were received. The following is a recap of the bid tab sheet:

Bleacher America, Inc.	\$24,300.00
F. T. Paddock Enterprises, Inc.	36,646.00
The Larson Equipment and Furniture Company	no bid

This project is an approved 1996 Life Safety project. The telescoping bleachers in the gymnasium of the Wellness and Sports Center require repair work on the understructure and on various foot boards in order to assure safe conditions for the spectators. Center and end aisle rails will be added for safety purposes.

The original estimate sent to the Illinois Community College Board (ICCB) is \$10,000. Since the bid on this work exceeds the estimate provided by more than 5%, it must be reported to the Executive Director of the ICCB before funds are expended.

The recommendation will include a 10% contingency of \$2,430.

IV. RECOMMENDATION

The administration recommends that the Board award Q00009 for bleacher repairs in the gymnasium of the Wellness and Sports Center to Bleacher America, Inc., the low bidder, in the amount of \$24,300 plus a contingency of \$2,430 for a total of \$26,730.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00008 for gymnasium lighting in the Wellness and Sports Center as requested by Physical Plant.

II. BUDGET

Funds in the amount of \$83,561 are provided in the 1998/99 Operations and Maintenance Restricted Fund budget, under account number 0392-039-584.00-9106.

III. INFORMATION

A legal bid notice was published and ten bids solicited. Eight responses were received. The following is a recap of the bid tab sheet:

T.E.C. Electrical, Inc.	\$ 98,538.00
Public Electric Construction Co.	111,965.00
Elite Electric Co., Inc.	118,000.00
Farrell Electrical Co.	119,475.00
Broadway Electric, Inc.	152,500.00
Markham Electric Contractors, Inc.	155,000.00
J. Hamilton Electric Co., Inc.	167,450.00
Genesis Electric, Inc.	177,177.00

This project is an approved 1997 Life Safety project. The existing gymnasium lighting is old and obsolete. The current devices can cause electrical shortages which may cause hazardous situations. The Physical Plant staff has difficulties servicing the light fixtures due to the unavailability of replacement parts.

Since the low bid for this project exceeds the estimate provided in the original Life Safety Documents by more than 5%, it must be reported to the Illinois Community College Board Executive Director before funds are expended.

Included in the recommendation is a 10% contingency of \$9,850.

IV. RECOMMENDATION

The administration recommends that the Board award Q00008 for lighting in the Wellness and Sports Center to T.E.C. Electrical, Inc., the low bidder, in the amount of \$98,538 plus a contingency of \$9,850 for a total award of \$108,388.

Consent Agenda
Exhibit VII - 4
January 28, 1999

WILLIAM RAINEY HARPER COLLEGE

BOARD MEETING

JANUARY 28, 1999

SUMMARY OF PURCHASE ORDERS

EXHIBIT VII - 4a The administration recommends that the Board approve issuance of a purchase order to Kreuger International, Inc. for computer laboratory furniture for the TECH program at the Northeast Center, in the amount of \$18,268.08.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the issuance of a purchase order to Kreuger International, Inc. for computer laboratory furniture as requested by the Technology, Mathematics, and Physical Sciences Division for the Technical Education and Consulting @ Harper (TECH) program at the Northeast Center.

II. BUDGET

Funds in the amount of \$20,000 are provided in the Auxiliary Enterprise Fund budget, under account number 0548-528-585.10.

III. INFORMATION

When the second floor of the Northeast Center was renovated, the infrastructure was put in place for four computer labs to be used by the TECH program. At that time only three of the labs were equipped with furniture. Because of the increased demand for courses offered in the TECH program, a fourth computer lab is needed. The lab will accommodate 18 students and the teacher.

This purchase is from the State of Illinois Joint Purchasing Agreement Contract number 07164A.

IV. RECOMMENDATION

The administration recommends that the Board approve issuance of a purchase order to Kreuger International, Inc. for computer laboratory furniture for the TECH program at the Northeast Center, in the amount of \$18,268.08.

WILLIAM RAINEY HARPER COLLEGE
BOARD ACTION

I. SUBJECT

Personnel Actions

II. REASON FOR CONSIDERATION

Board Action is required to ratify and approve personnel actions for all employees.

III. BACKGROUND INFORMATION

- A. Ratification of Administrator Appointments.
- B. Ratification of Professional/Technical Appointments.
- C. Ratification of Supervisory/Confidential Appointments.
- D. Ratification of Classified Staff Appointments.
- E. Ratification of the Overload and Adjunct Faculty Assignments.

IV. RECOMMENDATION

The administration recommends that the Board of Trustees ratify the Administrator, the Professional/Technical, the Supervisory/Confidential and the Classified Staff Appointments and the Overload and Adjunct Faculty Assignment Summary Sheets.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Affiliation Agreement between William Rainey Harper College and Rush North Shore Medical Center of Skokie for use of clinical facilities for students in the Cardiac Technology Program.

II. REASON FOR CONSIDERATION

A Cooperative Agreement is required between Harper College and affiliating agencies to provide for the clinical education of students in health career programs.

III. BACKGROUND INFORMATION

The facilities and education opportunities available at Rush North Shore Medical Center of Skokie are consistent with the clinical objectives of the Harper College Cardiac Technology Program.

This agreement has been approved by appropriate officers of Rush North Shore Medical Center of Skokie.

IV. RECOMMENDATION

The administration recommends that the Affiliation Agreement between William Rainey Harper College and Rush North Shore Medical Center of Skokie be approved as submitted.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Affiliation Agreement between William Rainey Harper College and Advocate Medical Group of Park Ridge for use of clinical facilities for students in the Cardiac Technology Program.

II. REASON FOR CONSIDERATION

A Cooperative Agreement is required between Harper College and affiliating agencies to provide for the clinical education of students in health career programs.

III. BACKGROUND INFORMATION

The facilities and education opportunities available at Advocate Medical Group of Park Ridge are consistent with the clinical objectives of the Harper College Cardiac Technology Program.

This agreement has been approved by appropriate officers of Advocate Medical Group of Park Ridge.

IV. RECOMMENDATION

The administration recommends that the Affiliation Agreement between William Rainey Harper College and Advocate Medical Group of Park Ridge be approved as submitted.

WILLIAM RAINEY HARPER COLLEGE

BOARD INFORMATION

I. SUBJECT

Board Committee and Liaison Reports

II. REASON FOR CONSIDERATION

Reports from liaison officers are provided as part of the Consent Agenda.

III. INFORMATION

There are no reports for this month.

WILLIAM RAINEY HARPER COLLEGE

BOARD INFORMATION

I. SUBJECT

Grants and gifts status report.

II. REASON FOR CONSIDERATION

The Board is provided with a monthly update of grants and gifts.

III. BACKGROUND INFORMATION

The attachment reports the current status of operational public and private grants to the College, and status of cash and in-kind gifts to the Educational Foundation.

HARPER COLLEGE LISTING OF GRANT PROGRAMS
July 1, 1998 - June 30, 1999

Reported: January 19, 1999

GRANT NAME	BRIEF DESCRIPTION	FUNDING SOURCE	DATES OF
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Division/Department	OF GRANT	AWARD AMOUNT	OPERATION Manager
Minority Student Transfer Center Student Development	A program to encourage minority students to transfer to 4 year colleges	IBHE \$66,000	09/01/98 08/31/99 F. Solano
Manufacturing Partnership Corporate Services	Provides consulting services to area companies	IBHE \$21,000	09/01/98 08/31/99 L. Danaher
Special Populations Allocation Acad. Enr. / Lang. Stud.	State Allocation Grant Special Populations to support students	ICCB \$276,078	07/01/98 06/30/99 L. McKay
Business/Industry Workforce Preparation Workforce & Prof. Dev.	State Allocation Grant To provide local economic development in workforce training	ICCB \$161,743	07/01/98 06/30/99 S. Quirk
Education to Careers Workforce Preparation Workforce & Prof. Dev.	State Allocation Grant To promote career development and work-based learning	ICCB \$135,168	07/01/98 06/30/99 S. Quirk
Welfare to Work Workforce Preparation Workforce & Prof. Dev.	State Allocation Grant Workforce Preparation	ICCB \$62,500	07/01/98 06/30/99 S. Quirk
Advanced Technology Information Technology	State Allocation Grant To purchase technological resources for instruction	ICCB \$158,528	07/01/98 06/30/99 D. McShane
Advanced Technology Information Technology	State Allocation Grant Technology Support	ICCB \$110,883	07/01/98 06/30/99 D. McShane
Technical Skills Information Technology	State Allocation Grant Staff Technical Skills Enhancement	ICCB \$98,897	07/01/98 06/30/99 D. McShane
Technology Enhancement Information Technology	Plan & Implement an Infrastructure to support Voice, Video & Data Transmission	ICCB \$547,534 \$86,500 - M	07/01/98 10/01/98 D. McShane
Homemakers Women's Program	Continuation of FY98 grant. Advising and job placement for women's program participants	IDOL \$59,000	07/01/98 06/30/99 L. Lopez-Wark
Disabled Student Project Access & Disability Services	Continuation of FY98 grant. To provide services to disabled students	IDHS/ORS \$129,780	07/01/98 06/30/99 T. Thompson

Displaced

GRANT NAME Division/Department	BRIEF DESCRIPTION OF GRANT	FUNDING SOURCE AWARD AMOUNT	DATES OF OPERATION Manager
Adult Educ. & Literacy Adult Education Development	Continuation of FY98 grant. Adult Education & Literacy	ISBE \$324,779	07/01/98 06/30/99 P. Mulcrone
Federal Tech Prep Education to Careers	Continuation of FY98 grant. Comprehensive career development program	ISBE \$124,322	07/01/98 06/30/99 S. Griffith
State Tech Prep Education to Careers	Continuation of FY98 grant. Comprehensive career development program	ISBE \$162,159	07/01/98 06/30/99 S. Griffith
Gender Equity Program Women's Program	Continuation of FY98 grant. Reduce sex stereotyping in training and the workplace	ISBE \$35,000	07/01/98 06/30/99 N. McDonald
Work-Based Learning Education to Careers	Continuation of FY98 grant. Create a model program in work-based learning	ISBE \$25,000	07/01/98 06/30/99 S. Griffith
Perkins IIC Grant Workforce & Prof. Dev.	Continuation of FY98 grant. Education to Careers Support vocational programs in Districts 211, 214, 220	ISBE \$154,150	07/01/98 06/30/99 S. Quirk
Program Improvement Workforce & Prof. Dev.	Continuation of FY98 grant. Education to Careers Support vocational programs in Districts 211, 214, 220	ISBE \$23,204	07/01/98 06/30/99 S. Quirk
Mid-west Center of Post-Secondary Outreach Access & Disability Services	Continuation of FY98 grant. Provide technical assistance to other institutions	USDE/St. Paul Univ. \$54,995 Sub-contract	10/01/98 09/30/99 T. Thompson
Division of Under-graduate Education Department of Chemistry	Continuation of FY98 grant. "UV-Visible Spectrophotometers for the CPLP Network." Equipment Purchase	NSF \$27,900 \$27,900 - M	09/01/98 08/31/2000 J. Ellefson-Kuehn B. Weil
Student Support Services Access & Disability Services	Second year of grant. To provide services to students with disabilities	USDE/TRIO \$187,200	10/01/98 09/30/99 T. Thompson
Helene Fuld Health Trust Nursing Program	Scholarships for Nursing Students	Helene Fuld Trust \$50,000	10/01/98 08/31/99 C. Wandambi
Conflict Resolution Student Affairs	Provide resolution to disputes and conflicts	Northwest Health Care \$48,821	01/11/99 12/31/99 J. Kindle

Fiscal Year 1999

Reported as of July 13, 1998

Reported as of January 19, 1999

\$1,984,066

\$3,044,641

DESCRIPTION OF ABBREVIATIONS

DAVTE	Department of Adult Vocational - Technical Education
DCCA	Illinois Department of Commerce and Community Affairs
IBHE	Illinois Board of Higher Education
ICCB	Illinois Community College Board
IDHS	Illinois Department of Human Services
IDL	Illinois Department of Labor
ISBE	Illinois State Board of Education
NSF	National Science Foundation
ORS	Office of Rehabilitation Services
USDE	United States Department of Education

M = Matching amount required

**HARPER COLLEGE EDUCATIONAL FOUNDATION
STATUS OF DONATIONS
December 1998**

Fund	Description	#Gifts	Cash	Pledges	Pledge Payments	Gifts In-Kind	Total
01-3101002-R	(E)Glenda F. Nuccio Memorial	3	0.00	0.00	3.00	0.00	3.00
01-3101004-R	(E)Carol Zack Memorial Fine Arts	3	0.00	0.00	1.50	0.00	1.50
01-3101006-R	(E)Midge C. Smith Memorial	9	0.00	0.00	33.00	0.00	33.00
01-3101008-R	(E)Roy G. Kearns Memorial En	24	0.00	0.00	78.00	0.00	78.00
01-3101011-R	(E)Timothy A. Kolze Memorial	1	0.00	0.00	1,500.00	0.00	1,500.00
01-3101012-R	(E)Lawrence Francione Memorial	2	200.00	0.00	1,000.00	0.00	1,200.00
01-3101013-R	(E)John L. Papandrea Endowed	12	0.00	0.00	58.00	0.00	58.00
01-3101014-R	(E)Eugenia S. Chapman Memorial	3	0.00	0.00	3.00	0.00	3.00
01-3101015-R	(E)Cheryl M. Dwyer Memorial	6	100.00	50.00	15.00	0.00	165.00
01-3101016-R	(E)Walter and Elizabeth Schroeder	3	0.00	0.00	15.00	0.00	15.00
01-3101017-R	(E)Dr. Charles Shaner Memorial	3	0.00	0.00	9.00	0.00	9.00
01-3101019-R	(E)Diane Tomcheff Callin End	9	0.00	0.00	42.00	0.00	42.00
01-3101020-R	(E)Glenn Reich Computer Science	1	20,000.00	0.00	0.00	0.00	20,000.00
01-3101302-R	(E)Robert W. Tysl Memorial Endow	1	1,000.00	0.00	0.00	0.00	1,000.00
01-3101401-R	(E)General Scholarship Endow	13	0.00	0.00	1,024.00	0.00	1,024.00
01-3101404-R	(E)Harper Nursing Student End	15	0.00	0.00	26.00	0.00	26.00
01-3101405-R	(E)James J. McGrath Humanities	3	0.00	0.00	15.00	0.00	15.00
01-3101408-R	(E)Business/ Social Science St	9	0.00	0.00	18.00	0.00	18.00
01-3101413-R	(E)GED Graduate Scholarship	18	0.00	0.00	105.00	0.00	105.00
01-3101422-R	(E)Biology Endowed Scholarship	3	0.00	0.00	3.00	0.00	3.00
01-3101601-R	(E)JBM	4	500.00	0.00	3.00	0.00	503.00
01-3101604-R	(E)Otter Chemistry Endowment	3	0.00	0.00	15.00	0.00	15.00
01-3101607-R	(E)Endowment for the Arts	6	0.00	0.00	6.00	0.00	6.00
01-3101608-R	(E)Endowment for Student Success	12	0.00	0.00	101.55	0.00	101.55
01-3101611-R	(E)Donald & Patricia Torisky	1	0.00	0.00	5,000.00	0.00	5,000.00
01-3101615-R	(E)Glenn Reich Faculty Award for	1	20,000.00	0.00	0.00	0.00	20,000.00
01-3202002-R	Joanne Heinly Nursing Memorial	3	0.00	0.00	30.00	0.00	30.00
01-3202006-R	Edward Moran Memorial Computer	16	250.00	0.00	52.50	0.00	302.50
01-3202007-R	Gene & Hildegard Evans Memorial	9	0.00	0.00	96.00	0.00	96.00
01-3202012-R	James E. Finke Memorial Scholarship	12	0.00	0.00	37.95	0.00	37.95
01-3202013-R	Jacob & Iris Wolf Sign Language	10	990.00	0.00	3.00	0.00	993.00
01-3202014-R	Kathleen N. Graber Scholarship	2	230.00	0.00	0.00	0.00	230.00
01-3202302-R	Fred Rutz Memorial	3	0.00	0.00	3.00	0.00	3.00
01-3202303-R	Steven Bakas Memorial	3	0.00	0.00	3.00	0.00	3.00
01-3202405-R	Fine Arts Scholarship	3	0.00	0.00	15.00	0.00	15.00
01-3202409-R	Displaced Homemakers	21	0.00	0.00	52.71	0.00	52.71
01-3202411-R	Phi Theta Kappa Scholarship	3	0.00	0.00	15.00	0.00	15.00

HARPER COLLEGE EDUCATIONAL FOUNDATION

**STATUS OF DONATIONS
December 1998**

Fund	Description	#Gifts	Cash	Pledges	Pledge Payments	Gifts In-Kind	Total
01-3202415-R	Minority Access to Higher Ed	12	0.00	0.00	19.50	0.00	19.50
01-3202416-R	GED Graduate Scholarship	9	0.00	0.00	8.00	0.00	8.00
01-3202417-R	Doriann E. Thompson for Women	9	0.00	0.00	12.00	0.00	12.00
01-3202420-R	William J. Walsh Ins Tech Prep	3	0.00	0.00	30.00	0.00	30.00
01-3202426-R	Heidenhain Corporation Scholar	3	0.00	0.00	6.00	0.00	6.00
01-3202435-R	Latinos Unidos Student Organization	12	0.00	0.00	255.66	0.00	255.66
01-3202436-R	Math Lab Scholarship	6	0.00	0.00	12.00	0.00	12.00
01-3202437-R	Harper 512 IEA-NEA Association	36	0.00	0.00	39.00	0.00	39.00
01-3202440-R	Nick Nocchi Scholarship Fund	1	2,000.00	0.00	0.00	0.00	2,000.00
01-3202442-R	Mary Ellen Klotz Scholarship for	1	0.00	1,792.80	0.00	0.00	1,792.80
01-3202446-R	International Student Scholarship	23	50.00	50.00	80.50	0.00	180.50
01-3202447-R	Royal American Bank-Excel in O	1	0.00	0.00	1,000.00	0.00	1,000.00
01-3202598-R	General Scholarship Fund	18	540.00	275.00	99.00	0.00	914.00
01-3202602-R	Meteorite and Planetary Studies	9	0.00	0.00	48.00	0.00	48.00
01-3202603-R	Center/Students w/Disabilities	3	0.00	0.00	3.00	0.00	3.00
01-3202605-R	Women's History Week	9	0.00	0.00	13.68	0.00	13.68
01-3202606-R	Wellness Program	27	0.00	0.00	30.00	0.00	30.00
01-3202609-R	Music Academy	3	0.00	0.00	3.00	0.00	3.00
01-3202610-R	Plant Science Tech Internship	1	2,330.00	0.00	0.00	0.00	2,330.00
01-3202614-R	Office Re-entry Program	6	0.00	0.00	4.50	0.00	4.50
01-3202618-R	Women's Program	1	75.00	0.00	0.00	0.00	75.00
01-3202619-R	Corporate Services Fund	3	0.00	0.00	15.00	0.00	15.00
01-3202622-R	Public Safety Program	33	0.00	0.00	44.50	0.00	44.50
01-3202703-R	Harper Symphony Orchestra	4	0.00	0.00	109.00	0.00	109.00
01-3202706-R	Excellence in Teaching/Learning	4	0.00	0.00	317.83	0.00	317.83
01-3202708-R	Math League Awards	3	0.00	0.00	9.00	0.00	9.00
01-3202709-R	Child Care Fund	3	0.00	0.00	9.00	0.00	9.00
01-3202711-R	Neighborhood Literacy Program	12	0.00	0.00	24.00	0.00	24.00
01-3202712-R	Theatre Arts Fund	3	0.00	0.00	0.00	0.00	0.00
01-3202713-R	Chemistry Camp	3	0.00	0.00	3.00	0.00	3.00
01-3202720-R	Young Artists Competition	3	0.00	0.00	6.00	0.00	6.00
01-3202723-R	New Technologies	22	0.00	0.00	3,032.00	0.00	3,032.00
01-3202725-R	Art Gallery	17	0.00	0.00	10,307.00	0.00	10,307.00
01-3202727-R	Kiosk Network	3	0.00	0.00	30.00	0.00	30.00
01-3202729-R	New Construction	3	0.00	0.00	15.00	0.00	15.00
01-3202730-R	Technology Center	3	0.00	0.00	3.00	0.00	3.00

**HARPER COLLEGE EDUCATIONAL FOUNDATION
STATUS OF DONATIONS**

December 1998

Fund	Description	#Gifts	Cash	Pledges	Pledge Payments	Gifts In-Kind	Total
01-3202733-R	Friends of the LRC	6	0.00	0.00	6.00	0.00	6.00
01-3303002-R	Capital/Performing Arts Center	3	0.00	0.00	115.41	0.00	115.41
01-3303005-R	General Unrestricted Fund	112	18,660.00	500.00	42,779.50	0.00	61,939.50
01-3303201-R	Harper Annual Golf Outing	3	0.00	0.00	2,500.00	0.00	2,500.00
01-3303202-R	Annual Gala	7	402.70	0.00	6,000.00	0.00	6,402.70
01-3303203-R	Major Gifts Campaign	1	0.00	0.00	300.00	0.00	300.00
01-3303301-R	General Alumni Fund	1	10.00	0.00	0.00	0.00	10.00
In-kind donati	In-kind donation	4	0.00	0.00	0.00	67,003.00	67,003.00
TOTAL		702	67,337.70	2,667.80	76,671.29	67,003.00	213,679.79

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Violet's Coffee Agreement

II. REASON FOR CONSIDERATION

The College is entering into an agreement with Violet's Coffee to provide coffee and refreshment services to the College for a period of one year.

III. BACKGROUND INFORMATION

The College has provided coffee and refreshments in the Bistro Area of the Student and Administration Center during the past year. It has been decided that having an outside provider in this area would complement the College's other food service locations. The College will receive a percentage of the profits generated by Violet's Coffee, and the items offered for sale will be approved by the College. The contract will be renewable for up to four years by mutual agreement.

IV. RECOMMENDATION

It is the recommendation of the administration that the Board authorize the President to sign the final agreement with Violet's Coffee.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Student Service Awards - Fall, 1998.

II. REASON FOR CONSIDERATION

As per Board Policy 3.12, student service awards are presented to students for outstanding contributions in the area of student activities. The authority for giving student service awards requires approval by the Board of Trustees.

III. BACKGROUND INFORMATION

The monetary awards are payments given for students' work for the College through student activities. Harper uses this method of compensation for recommended student leaders in lieu of guaranteeing academic credit, salaries, automatic tuition grants, or other means of payment for particular student positions. This means that students must perform well in their positions in order to be eligible for consideration for these awards. The award is recommended based on performance, position, leadership, and length of service and participation in eXcel, Harper's student leadership training programs. In order to encourage student leaders to complete their classes as well, the amounts of their student service awards are based on credit hours successfully completed. Each student must also meet Harper standards for satisfactory academic performance.

Expenses for student service awards are budgeted in and shared between Student Activities and the Education Fund; \$5,850.00 will be paid by Student Activities (Student Service Awards Account No. 0536-858-59900-0000) and \$3,400.00 will be paid by the Educational Fund (Financial Aid Account No. 0134-125-592.4). In addition, the Harper Educational Foundation through the **Steven Bakas Memorial Award Fund** will also contribute \$450.00 for the Student Trustee's award. The 27 awards this semester total \$9,700.00.

IV. RECOMMENDATION

It is recommended that the Board of Trustees approve the Fall, 1998 Student Service Awards in the Amount of \$5,850.00 from Account No. 0536-858-59900-0000 and \$3,400.00 from Account No. 0134-125-592.4.

FALL, 1998

STUDENT SERVICE AWARDS

STUDENT	ORGANIZATION	REBATE	AMOUNT
Robert Valadez	Student Trustee	Full	\$450.00
Doug Hein	Program Board	Full	\$750.00
Andrea Huss	Program Board	Full	\$800.00
Jenny Parkin	Program Board	Half	\$250.00
Matt Peters	Program Board	Full	\$750.00
Desmond Lane	Student Senate	Half	\$150.00
Craig Ginn	Student Senate	Half	\$450.00
Kitty Cowley	Student Senate	Full	\$350.00
Dana Kroll	WHCM	Full	\$750.00
Derek Brown	WHCM	Half	\$300.00
Patricia Pashazadeh	WHCM Student Ambassadors	Full	\$650.00
Mike Pondell	WHCM	Half	\$350.00
Karen Moran	WHCM	Half	\$300.00
Gina Iovinelli	Cheerleading	Full	\$450.00
Amanda Offenbacher	Harbinger	Half	\$ 75.00
Kevin Shepke	Harbinger	Half	\$375.00
Ryan Freund	Harbinger	Half	\$ 75.00
Lindsey French	Harbinger	Half	\$150.00
Jenny Golz	Harbintger	Half	\$150.00
Margaret Rosano	Nursing Club '99	Half	\$275.00
Rachael Bell	Student Ambassadors	Half	\$175.00
Joanne Crawford	Phi Theta Kappa	Half	\$325.00
Ed Wesser	Science Fiction Club	Half	\$200.00
Dexter Gardner	African American Student Club	Half	\$300.00
Purvi Patel	Indian and Pakistani Club	Half	\$275.00
Noemi Garcia	Latinos Unidos Club	Half	\$225.00
Jessica Hecht	Hearing Impaired Club	Half	\$350.00
		TOTAL	\$9700.00