

WILLIAM RAINEY HARPER COLLEGE  
1200 West Algonquin Road  
Palatine, Illinois

Regular Board Meeting

May 27, 1999

7:00 p.m.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Citizens' Participation
- IV. Student Trustee Report
- V. Approval of Agenda
- VI. Approval of Consent Agenda\* (Roll Call Vote)

For Approval

1. Minutes—April 19, 1999 Canvass meeting, Regular Board meeting and Executive Sessions Exhibit VI-1
2. Bills Payable, Payrolls for April 23, 1999, and May 7, 1999; Estimated payrolls for May 8 through August 2, 1999 Exhibit VI-2
3. Bid Awards Exhibit VI-3
4. Purchase Orders Exhibit VI-4
5. Personnel Action Sheets Exhibit VI-5

For Information

6. Financial Statements Exhibit VI-6
7. Committee and Liaison Reports Exhibit VI-7
8. Grants and Gifts Status Report Exhibit VI-8
9. Abstract of Votes Exhibit VI-9

\* 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.

- VII. New Business

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|--|---------------|
| A. RECOMMENDATION: Whistleblower Reward and Protection Act   | Exhibit VII-A |
| B. RECOMMENDATION: Agreement with Palatine Chamber for Taste and Touch of Palatine   | Exhibit VII-B |
| C. RECOMMENDATION: Administrative Employment Contract  | Exhibit VII-C |
| D. RECOMMENDATION: Authorization to Award Contracts  | Exhibit VII-D |
| E. RECOMMENDATION: Summer Board Dates  | Exhibit VII-E |
| F. RECOMMENDATION: Affiliation Agreement Between William Rainey Harper College and University of Illinois Medical Center                             | Exhibit VII-F |
| G. RECOMMENDATION: Affiliation Agreement Between William Rainey Harper College and Northwest Community Health Care                                   | Exhibit VII-G |
| H. RECOMMENDATION: Affiliation Agreement Between William Rainey Harper College and Alexian Brothers Medical Center                                   | Exhibit VII-H |
| I. RECOMMENDATION: Affiliation Agreement Between William Rainey Harper College and Advocate Health and Hospitals Corporation-Good Samaritan Hospital | Exhibit VII-I |

VIII. President's Report

IX. Announcements by the Chair

A. Communications

B. Calendar Dates

(Note: \* = Required)

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|------------|---|
| *May 27    | 7:00 p.m. Regular Board Meeting                 |
| May 31     | Memorial Day - Holiday                          |
| June 1     | IBHE – Sugar Grove                              |
| June 8     | 7:30 a.m. Annual Educational Foundation Meeting |
| June 9-12  | ACCT Central Region Seminar – Traverse City, MI |
| June 17-19 | ICCTA Annual Convention                         |
| June 18    | ICCB  |
| June 21    | Harper Golf Outing – Inverness Golf Club        |

On-Campus Events

July 16–18 Taste and Touch of Palatine

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 Special Board Meeting of Monday, April 19, 1999

CALL TO ORDER: The Special meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Kolze on Monday, April 19, 1999 at 6:00 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, Gillette (6:45 p.m. arrival), Hess, Howard, Kolze and Shure  
Absent: Member Botterman, Student Member Garcia

Also present: Robert Breuder, President; Bonnie Henry, V.P. Human Resources and Internal Affairs; David McShane, V.P. Information Technology; Judy Thorson, V.P. Administrative Services; Carol Blotteaux; Pat Bourke; Cathy Brod; Tom Choice; Pat Cuniffe; Laurie Dietz; Donna Drake; Robert Getz; Julie Hennig; Bill Howard; Sylvia Kingsley; Roberta Lindenthaler; Liz McKay; Susan McNeilly; Sheila Quirk; Dawit Teklu; Patricia Traynor and Joan Young - Harper.

CANVASS OF BOARD OF TRUSTEES ELECTION AND PUBLIC QUESTION (REFERENDUM) Member Howard moved, Member Hess seconded, to authorize the canvass of the election and proclamation of the results.

In a voice vote, the motion carried at 6:10 p.m.

Member Gillette entered the meeting at 6:45 p.m.

Board of Trustees Election Following completion of the canvass at 7:23 p.m., Vice President Judy Thorson explained that the results must be added to Sections 3 and 4 on Page 2 of the resolution. She explained that a copy of the spreadsheet will be attached, and the names Howard and Kolze will be filled in.

Member Barton moved, Member Gillette seconded, the adoption of the resolution authorizing the canvass of the votes cast and the proclamation of results declaring Kris Howard and Richard Kolze elected to the Harper College Board of Trustees for six-year terms.

Upon roll call, the vote was as follows:

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

Motion carried.

Results of Public  
Question (Referendum)

Member Shure moved, Member Barton seconded,  
adoption of the resolution declaring the results of the  
referendum.

Vice President Thorson explained that the required  
spreadsheet details will be added. She noted that the  
following information must to be added to Page C of the  
resolution: the words "were not" (after the word  
"proposition") and the words "has not" (after "Board of  
Trustees").

Upon roll call, the vote was as follows:

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

Motion carried.

Chair Kolze declared the motions carried and the resolution  
as hereinafter set out adopted, approved the same in open  
meeting and directed the Secretary to record the same in full  
in the minutes of the meeting.

Inasmuch as there was no further business, Chair Kolze asked for a motion to adjourn.

ADJOURNMENT:            Member Barton moved, Member Howard seconded, that the meeting be adjourned.

In a voice vote, the motion carried at 7:28 p.m.

WILLIAM RAINEY HARPER COLLEGE

BOARD MEETING

MAY 27, 1999

SUMMARY OF BIDS

- EXHIBIT VI-3a      The administration recommends that the Board award Q00028 to World Color, the low bidder for all items for printing of the Summer 1999 Harper College Magazine, in the amount of \$27,807.50.
- EXHIBIT VI-3b      The administration recommends that the Board award Q00032 to Warner Offset, Inc., the low bidder for printing of the Fall 1999 Second Eight Weeks Course Schedule which contains listings for courses offered by the College, in the amount of \$21,486.00.
- EXHIBIT VI-3c      The administration recommends that the Board award Q00031 to Chemtreat, the low bidder for Water Treatment Chemicals, in the amount of \$13,440.00.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00028 for printing of the Summer 1999 Harper College Magazine as requested by Marketing Services.

II. BUDGET STATUS

Funds in the amount of \$27,807.50 are provided in the 1998/99 Education Fund budget, under account number 0192-039-547.

III. INFORMATION

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

Precise Printing & Systems, Inc.	\$26,320.00 (no bid 1 item)
Vogue Printers	26,534.00 (no bid 1 item)
World Color	27,807.50
Northbrook Services	31,350.00
Beedle Printgroup	35,313.00

The magazine will target those with whom Harper College already has a relationship. Its purpose will be to build stronger bonds of allegiance, support and pride of association with the College. It will position Harper positively in the minds of constituents as the first choice in higher education. Some constituents may also assist with legislative lobbying on behalf of Harper, provide private sector support, become corporate clients or business partners, or be volunteers or ambassadors for Harper in various settings.

The award includes business reply cards for which Precise Printing and Systems, Inc. and Vogue Printers submitted no bid.

IV. RECOMMENDATION

The administration recommends that the Board award Q00028 to World Color, the low bidder for all items for printing of the Summer 1999 Harper College Magazine, in the amount of \$27,807.50.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00032 for printing of the Fall 1999 Second Eight Weeks Course Schedule, which contains listings for courses offered by the College, as requested by Marketing Services.

II. BUDGET STATUS

Funds in the amount of \$27,000 will be provided in the 1999/2000 Education Fund budget, under account number 0192-039-547.

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 for 248,000 Course Schedules:

Warner Offset, Inc.	\$21,486.00
Newsweb Corp.	22,295.00
Des Plaines Publishing Co.	No Bid

Des Plaines Publishing Co. submitted a no bid, realizing that their presses cannot run this job as cost-effectively as the ones that some other vendors have.

The publication is in newspaper form and lists the schedule (times, dates, places, etc.) of courses offered by the College. It is mailed to individual households, distributed to libraries and given to individual students. The course schedule is used by students to select courses and by counselors and faculty to advise students. It also contains registration and admission information, and display ads announcing upcoming events.

IV. RECOMMENDATION

The administration recommends that the Board award Q00032 to Warner Offset, Inc., the low bidder for printing of the Fall 1999 Second Eight Weeks Course Schedule which contains listings for courses offered by the College, in the amount of \$21,486.00.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00031 for Water Treatment Chemicals as requested by Physical Plant.

II. BUDGET STATUS

Funds in the amount of \$13,440.00 will be provided in the 1999/2000 Building Fund budget, under account number 0276-068-544.03.

III. INFORMATION

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

Chemtreat	\$13,440.00
H-O-H Chemicals, Inc.	16,897.02
Enerstar	24,840.00
Garratt-Callahan Co.	28,992.00
Betz Dearborn	40,352.00

The water treatment chemicals are used in three programs for conditioning water. The water treatment program for the towers prevents any bacterial growth on the systems. The program for the steam boiler operation extends the life of the boilers, water pumps and piping systems throughout the buildings. The program for the chilled water and hot water loops extends the life of the piping systems and the coils.

IV. RECOMMENDATION

The administration recommends that the Board award Q00031 to Chemtreat, the low bidder for Water Treatment Chemicals, in the amount of \$13,440.00.

WILLIAM RAINEY HARPER COLLEGE

BOARD MEETING

MAY 27, 1999

SUMMARY OF PURCHASE ORDERS

- EXHIBIT VI-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 \$19,688.04.
- EXHIBIT VI-4b      The administration recommends that the Board approve issuance of a purchase order to Kreuger International, Inc., for laboratory furniture for the TECH Program A+ Training Lab located at the Northeast Center, in the amount of \$10,352.52.
- EXHIBIT VI-4c      The administration recommends that the Board approve issuance of a purchase order to Kreuger International, Inc., for computer laboratory furniture for the new Animation Lab at the Northeast Center, in the amount of \$18,735.96.
- EXHIBIT VI-4d      The administration recommends that the Board approve issuance of a purchase order to Aidex Corporation for an ACES Limited Edition License for AutoCAD software, to be used by Technology, Mathematics and Physical Sciences, Information Technology, and Physical Plant, in the amount of \$15,500.
- EXHIBIT VI-4e      The administration recommends that the Board approve issuance of a purchase order to Professional Computer Corporation (PCC) for a Silicon Graphics server and sixteen computer workstations, installation and one year of maintenance to be used to support the new Animation Lab at the Northeast Center, in the amount of \$114,747.

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 STATUS

Funds in the amount of \$20,000 will be provided in the 1999/00 Auxiliary Enterprises Fund budget, under account number 0548-528-535.10.

III. INFORMATION

The infrastructure is in place on the second floor of the Northeast Center to expand classrooms into computer labs. As the demand for courses offered by the TECH program grows, more computer labs are needed to meet the demand. The new lab will accommodate 18 students and one teacher. The furniture will be paid for from revenue generated from classes already held.

This purchase is from the State of Illinois Joint Purchasing Agreement Contract number 07164A and conforms to Board Policy and State Statute.

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 \$19,688.04.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

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

II. BUDGET STATUS

Funds in the amount of \$10,352.52 will be provided in the 1999/00 Auxiliary Enterprise Fund budget, under account number 0548-528-585.10.

III. INFORMATION

The A+ Lab is used by students learning computer repair and configuration. The class runs every nine weeks, at a cost of \$5,000 per student, and is in high demand. The furniture will be paid for from the revenue generated from classes already held. The Lab accommodates 15 students and a teacher.

This purchase is from the State of Illinois Joint Purchasing Agreement Contract number 07164A and conforms to Board Policy and State Statute.

IV. RECOMMENDATION

The administration recommends that the Board approve issuance of a purchase order to Kreuger International, Inc., for laboratory furniture for the TECH Program A+ Training Lab located at the Northeast Center, in the amount of \$10,352.52.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the issuance of a purchase order to Kreuger International, Inc. for computer laboratory furniture to be used in the new Animation Lab at the Northeast Center as requested by the Liberal Arts Division for the Continuing Education department.

II. BUDGET STATUS

Funds in the amount of \$150,600 are provided in the 1998/99 Auxiliary Enterprises Fund budget, under account number 0548-816-599.

III. INFORMATION

Beginning in the fall of 1999 Harper will begin offering an Animation Certificate Program. Through surveys of both the marketplace and the local area high schools, it has been determined that this is a growth field in great demand.

Among the community colleges in the area, Harper has the most comprehensive classes in the fine arts but has yet to pool those courses into a marketable continuing education package. With traditional art courses already in place, the College needs only to introduce or intertwine applicable computer software, melding the existing art classes into a program that addresses art theory, a strong art foundation and state-of-the-art technology into a comprehensive package.

The only other community college in the area that offers a similar program is Oakton Community College. Their program is not at the same professional level that the program at Harper will be. Columbia University and Northern Illinois University have long waiting lists of students who want to enroll in this type of program.

This request is for the furniture needed to set up the Animation Lab. It will consist of 14 student workstations and one teacher workstation.

This purchase is from the State of Illinois Joint Purchasing Agreement Contract number 07164A and conforms to Board Policy and State Statute.

IV. RECOMMENDATION

The administration recommends that the Board approve issuance of a purchase order to Kreuger International, Inc., for computer laboratory furniture for the new Animation Lab at the Northeast Center, in the amount of \$18,735.96.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the issuance of a purchase order to Aidex Corporation for an ACES Limited Edition License for AutoCAD software to be used by Technology, Mathematics and Physical Sciences, Information Technology, and Physical Plant divisions as requested by Information Technology.

II. BUDGET STATUS

Funds in the amount of \$9,500 are provided in the 1998/99 Restricted Purposes Fund budget, under account number 0619-915-544.00-5389 (State of Illinois Perkins II Grant), and funds of \$7,500 are provided in the 1998/99 Restricted Purposes Fund budget, under account number 0695-245-544.8.

III. INFORMATION

The ACES Limited Edition License for AutoCAD entitles the College to 75 licenses or less of each software title included in the package. The College currently has a constant need for 70 licenses, both academically and administratively. The package currently includes AutoCAD R14.01, Mechanical Desktop R3.0, Architectural Desktop, AutoCAD Map R3, and 3D Studio VIZ. This is an annual contract.

Autodesk licenses only one vendor in each regional zone. Aidex Corporation is the assigned third party vendor for this area. As a result, Aidex Corporation is the sole approved supplier of this Autodesk software. The College is a participant in the Autodesk Collegiate Partnership Program. Under this plan, the College is treated as an educational partner and receives the standard educational contract discount of 33 percent.

This purchase complies with Board Policy and State Statute.

IV. RECOMMENDATION

The administration recommends that the Board approve issuance of a purchase order to Aidex Corporation for an ACES Limited Edition License for AutoCAD software, to be used by Technology, Mathematics and Physical Sciences, Information Technology, and Physical Plant, in the amount of \$15,500.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the issuance of a purchase order to Professional Computer Corporation (PCC) for the purchase of a Silicon Graphics server and sixteen computer workstations, installation and one year of maintenance to be used to support the new Animation Lab at the Northeast Center as requested by the Liberal Arts Division for the Continuing Education department.

II. BUDGET

Funds in the amount of \$150,600 are provided in the 1998/99 Auxiliary Enterprise Fund budget, under account number 0548-816-599.00.

III. INFORMATION

Beginning in the fall of 1999 Harper will begin offering an Animation Certificate Program. Through surveys of both the marketplace and the local area high schools, it has been determined that this is a growth field in great demand.

Among the community colleges in the area, Harper has the most comprehensive classes in the fine arts but has yet to pool those courses into a marketable continuing education package. With traditional art courses already in place, the College needs only to introduce or intertwine applicable computer software, melding the existing art classes into a program that addresses art theory, a strong art foundation and state-of-the-art technology into a comprehensive package.

The only other community college in the area that offers a similar program is Oakton Community College. Their program is not at the same professional level that the program at Harper will be. Columbia University and Northern Illinois University have long waiting lists of students who want to enroll in this type of program.

A business plan was developed and software and the respective hardware (that will support the certification requirements) were investigated. The

software selected is Maya from Alias/WaveFront. Appropriate computer hardware is necessary to successfully implement these high-end art applications. The College does not currently own equipment to fulfill this need. Art computers used for imaging, graphics and animation require more power, more versatility, more audio/video capabilities, and more resolution than computers designed for word and number applications. The equipment recommended to support this high-end graphics software is manufactured by Silicon Graphics, Inc. (SGI).

SGI computers have been used since 1984 by the entertainment industry as the stabilizing backbone for the majority of generated imaging. The consistent dependability and the multiplicity of power intrinsic to these computers make SGI the most economical and reliable choice for the Animation Lab. SGI distributes their hardware equipment through business partners. PCC is the sole Illinois representative for Silicon Graphics. A three percent educational discount is included in the purchase price.

This purchase conforms to Board Policy and State Statute.

IV. RECOMMENDATION

The administration recommends that the Board approve issuance of a purchase order to Professional Computer Corporation (PCC) for a Silicon Graphics server and sixteen computer workstations, installation and one year of maintenance to be used to support the new Animation Lab at the Northeast Center, in the amount of \$114,747.

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 Faculty Appointments.
- C. Ratification of Professional/Technical Appointments.
- D. Ratification of Supervisory/Confidential Appointment.
- E. Ratification of Classified Staff Appointments.
- F. Ratification of Harper #512 - IEA Appointments.
- G. Ratification of Faculty Retirements.
- H. Ratification of Classified Staff Retirement.
- I. Ratification of Faculty Resignation.
- J. Ratification of Professional/Technical Resignations.
- K. Ratification of Classified Staff Resignation.
- L. Ratification of Harper # 512 – IEA Resignations.

IV. RECOMMENDATION

The administration recommends that the Board of Trustees ratify the Administrator, the Faculty, the Professional/Technical, the Supervisory/Confidential, the Classified Staff and the Harper #512 – IEA Appointments; the Faculty Retirements; the Classified Staff Retirement; the Faculty, the Professional/Technical, the Classified Staff and the Harper #512 – IEA Resignations; and the Overload and Adjunct Faculty Assignment Summary Sheets.

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

The attached report of liaison activity is submitted for Board information. This month's report is from:

- Friends of Harper

**WILLIAM RAINEY HARPER COLLEGE**  
**Friends of Harper**  
**Report to the Board of Trustees**

At 6:00 p.m., Mary Robins welcomed all the members, guests, award winners and their guests to the annual dinner meeting of the Friends of Harper. She called the meeting to order at 7:00 pm.

Kathleen Amatangelo introduced Senator Virginia Macdonald, who has donated generously of her time and energy to the residents of the Harper community over the last 37 years, and presented her with the Distinguished Citizen Service Award.

Ms. Amatangelo then introduced Ermalinda Gonzalez, winner of the Outstanding Student Award, and presented her with a plaque and a check for \$500. Linda's list of accomplishments was impressive; she thanked the group for this very special recognition and support as she continues to pursue her ambition of becoming a bilingual educator.

A motion was made to approve the minutes of the May 6, 1998, October 7, 1998 and February 3, 1999, meetings. The motion carried.

Mike Zawacke reported the balance on hand on February 3, 1999, was \$2,472.68; the balance on hand as of May 4, 1999, is \$1,972.07.

Mary Robins presented the slate for the election of four Directors-at-Large: Kathleen Amatangelo, Elaine Dibie, Ethel Kolerus and Howard Robins. A unanimous vote elected the slate as presented.

Mary Robins presented an annotated version of the bylaws showing proposed changes: 1) decrease the number of required general meetings from three per year to at least one per year; 2) decrease the number of board meetings from three to two per year; 3) delete the word "spring" each time it appears to describe the annual meeting; and 4) delete the reference to "a free parking sticker." After discussion, the members present voted unanimously to accept the proposed changes in the bylaws.

The meeting was adjourned at 7:50 pm.

Mary Robins then introduced Georgeann Clark, Continuing Education Coordinator, Life Science and Human Services. She discussed "Senior Programming at Harper College. The program ended at 8:40 pm.

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Judith Hess  
Board of Trustees  
Liaison to the Friends of Harper

May 27, 1999

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 donations and in-kind gifts to the Educational Foundation.

**July 1, 1998 - June 30, 1999**

Reported: May 14, 1999

<b>GRANT NAME Division/Department</b>	<b>BRIEF DESCRIPTION OF GRANT</b>	<b>FUNDING SOURCE AWARD AMOUNT</b>	<b>DATES OF OPERATION Manager</b>
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

<b>GRANT NAME Division/Department</b>	<b>BRIEF DESCRIPTION OF GRANT</b>	<b>FUNDING SOURCE AWARD AMOUNT</b>	<b>DATES OF OPERATION Manager</b>
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Adult Educ. & Literacy	Continuation of FY98 grant. Adult Education & Literacy	ISBE \$324,779	07/01/98 06/30/99 P. Mulcrone
Adult Education Development			

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Federal Tech Prep	Continuation of FY98 grant. Comprehensive career development program	ISBE \$124,322	07/01/98 06/30/99 S. Griffith
Education to Careers			

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State Tech Prep	Continuation of FY98 grant. Comprehensive career development program	ISBE \$162,159	07/01/98 06/30/99 S. Griffith
Education to Careers			

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Gender Equity Program	Continuation of FY98 grant. Reduce sex stereotyping in training and the workplace	ISBE \$35,000	07/01/98 06/30/99 N. McDonald
Women's Program			

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Work-Based Learning	Continuation of FY98 grant. Create a model program in work-based learning	ISBE \$25,000	07/01/98 06/30/99 S. Griffith
Education to Careers			

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Perkins IIC Grant	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
Workforce & Prof. Dev.			

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Program Improvement	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
Workforce & Prof. Dev.			

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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
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Division of Under-graduate Education	Under-"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
Department of Chemistry			

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Student Support Services	Second year of grant. To provide services to students with disabilities	USDE/TRIO \$187,200	10/01/98 09/30/99 T. Thompson
Access & Disability Services			

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Helene Fuld Health Trust	Scholarships for Nursing Students	Helene Fuld Trust \$50,000	10/01/98 08/31/99 C. Wandambi
Nursing Program			

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Conflict Resolution	Provide resolution to disputes and conflicts	Northwest Health Care \$48,871	01/11/99 12/31/99 J. Kindle
Student Affairs			

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Harper Music Academy	Provides coaching mentors for music academy	ACMP Foundation \$2,500	02/15/99 02/14/00 M. Mrozinski
Liberal Arts - Music			

<b>GRANT NAME Division/Department</b>	<b>BRIEF DESCRIPTION OF GRANT</b>	<b>FUNDING SOURCE AWARD AMOUNT</b>	<b>DATES OF OPERATION</b>
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			<b>Manager</b>
Access & Disabilities Services Center	Computer Purchase and Teacher Training	Allstate Foundation \$15,000	04-15-99 04-14-00 T.Thompson
Reported as of May 14, 1999		<b>\$3,062,191</b>	Fiscal Year 1998-1999

DESCRIPTION OF ABBREVIATIONS

ACMP	Amateur Chamber Music Players
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

**April 1999**

<u>Date</u>	<u>Constituent Name</u>	<u># Gifts</u>	<u>Cash</u>	<u>Pledge Payments</u>	
<b>Total</b>					
01-3101002-R	(E)Glenda F. Nuccio Memorial S	2	\$0.00	\$2.00	\$2.00
01-3101004-R	(E)Carol Zack Memorial Fine Ar	2	\$0.00	\$1.00	\$1.00
01-3101006-R	(E)Midge C. Smith Memorial End	6	\$0.00	\$22.00	\$22.00
01-3101008-R	(E)Roy G. Kearns Memorial Endo	16	\$0.00	\$52.00	\$52.00
01-3101013-R	(E)John Louis Papandrea Libera	10	\$1.00	\$61.00	\$62.00
01-3101014-R	(E)Eugenia S. Chapman Memorial	2	\$0.00	\$2.00	\$2.00
01-3101015-R	(E)Cheryl M. Dwyer Memorial En	2	\$0.00	\$10.00	\$10.00
01-3101016-R	(E)Walter and Elizabeth Schroe	2	\$0.00	\$10.00	\$10.00
01-3101017-R	(E)Dr. Charles Shaner Memorial	2	\$0.00	\$6.00	\$6.00
01-3101019-R	(E)Diane Tomcheff Callin Endow	6	\$0.00	\$28.00	\$28.00
01-3101401-R	(E)General Scholarship Endowme	8	\$0.00	\$16.00	\$16.00
01-3101404-R	(E)Harper Nursing Student Endo	10	\$0.00	\$16.00	\$16.00
01-3101405-R	(E)James J. McGrath Humanities	2	\$0.00	\$10.00	\$10.00
01-3101408-R	(E)Business/ Social Science St	6	\$0.00	\$12.00	\$12.00
01-3101413-R	(E)GED Graduate Scholarship En	12	\$0.00	\$70.00	\$70.00
01-3101418-R	(E)John W. Davis Spanish Trave	2	\$0.00	\$700.00	\$700.00
01-3101422-R	(E)Biology Endowed Scholarship	2	\$0.00	\$2.00	\$2.00
01-3101601-R	(E)JBM	2	\$0.00	\$2.00	\$2.00
01-3101604-R	(E)Otter Chemistry Endowment	2	\$0.00	\$10.00	\$10.00
01-3101607-R	(E)Endowment for the Arts	4	\$0.00	\$4.00	\$4.00
01-3101608-R	(E)Endowment for Student Succe	8	\$0.00	\$67.70	\$67.70
01-3202002-R	Joanne Heinly Nursing Memorial	2	\$0.00	\$20.00	\$20.00
01-3202006-R	Edward Moran Memorial Computer	10	\$0.00	\$35.00	\$35.00
01-3202007-R	Gene & Hildegard Evans Memor	6	\$0.00	\$64.00	\$64.00
01-3202012-R	James E. Finke Memorial Schola	8	\$0.00	\$25.30	\$25.30
01-3202013-R	Jacob & Iris Wolf Sign Languag	3	\$30.00	\$2.00	\$32.00
01-3202015-R	Beverly Kiss Memorial Scholars	1	\$0.00	\$1,000.00	\$1,000.00
01-3202302-R	Fred Rutz Memorial	2	\$0.00	\$2.00	\$2.00
01-3202303-R	Steven Bakas Memorial	2	\$0.00	\$2.00	\$2.00
01-3202405-R	Fine Arts Scholarship	2	\$0.00	\$10.00	\$10.00
01-3202408-R	Lou Buchenot Scholarship	1	\$150.00	\$0.00	\$150.00
01-3202409-R	Displaced Homemakers	14	\$0.00	\$35.14	\$35.14
01-3202411-R	Phi Theta Kappa Scholarship	2	\$0.00	\$10.00	\$10.00
01-3202415-R	Minority Access to Higher Ed	8	\$0.00	\$13.00	\$13.00
01-3202416-R	GED Graduate Scholarship	7	\$260.46	\$6.00	\$266.46
01-3202417-R	Doriann E. Thompson for Women	6	\$1.00	\$3.00	\$4.00
01-3202420-R	William J. Walsh Ins Tech Prep	2	\$0.00	\$20.00	\$20.00
01-3202426-R	Heidenhain Corporation Scholar	2	\$0.00	\$4.00	\$4.00
01-3202435-R	Latinos Unidos Student Organiz	8	\$0.00	\$170.44	\$170.44
01-3202436-R	Math Lab Scholarship	4	\$0.00	\$8.00	\$8.00
01-3202437-R	Harper 512 IEA-NEA Assoc	24	\$0.00	\$26.00	\$26.00
01-3202446-R	International Student Scholars	14	\$0.00	\$57.00	\$57.00
01-3202598-R	General Scholarship Fund	6	\$0.00	\$66.00	\$66.00
01-3202602-R	Meteorite and Planetary Studie	6	\$0.00	\$32.00	\$32.00
01-3202603-R	Access and Disability Services	3	\$15,000.00	\$2.00	\$15,002.00

**Harper College Educational Foundation  
Gift Summary by Fund  
April 1999**

<u>Date</u>	<u>Constituent Name</u>	<u># Gifts</u>	<u>Cash</u>	<u>Pledge Payments</u>	
<b>Total</b>					
01-3202605-R	Women's History Week	6	\$0.00	\$9.12	\$9.12
01-3202606-R	Wellness Program	18	\$0.00	\$20.00	\$20.00
01-3202609-R	Music Academy	2	\$0.00	\$2.00	\$2.00
01-3202614-R	Office Re-entry Program	4	\$0.00	\$3.00	\$3.00
01-3202618-R	Women's Program	50	\$8,560.00	\$0.00	\$8,560.00
01-3202619-R	Corporate Services Fund	2	\$0.00	\$10.00	\$10.00
01-3202622-R	Public Safety Program	22	\$0.00	\$27.00	\$27.00
01-3202656-R	Customer Service Certificate P	1	\$5,000.00	\$0.00	\$5,000.00
01-3202703-R	Harper Symphony Orchestra	2	\$0.00	\$6.00	\$6.00
01-3202706-R	Excellence in Teaching/Learnin	2	\$0.00	\$45.22	\$45.22
01-3202708-R	Math League Awards	2	\$0.00	\$6.00	\$6.00
01-3202709-R	Child Care Fund	2	\$0.00	\$6.00	\$6.00
01-3202711-R	Neighborhood Literacy Program	8	\$0.00	\$16.00	\$16.00
01-3202712-R	Theatre Arts Fund	2	\$0.00	\$0.00	\$0.00
01-3202713-R	Chemistry Camp	2	\$0.00	\$2.00	\$2.00
01-3202720-R	Young Artists Competition	2	\$0.00	\$4.00	\$4.00
01-3202722-R	Harper Observatory	1	\$10.00	\$0.00	\$10.00
01-3202723-R	New Technologies	14	\$0.00	\$22.00	\$22.00
01-3202725-R	Art Gallery	10	\$0.00	\$38.00	\$38.00
01-3202727-R	Kiosk Network	2	\$0.00	\$20.00	\$20.00
01-3202729-R	New Construction	2	\$0.00	\$10.00	\$10.00
01-3202730-R	Technology Center	2	\$0.00	\$2.00	\$2.00
01-3202733-R	Friends of the LRC	6	\$40.00	\$4.00	\$44.00
01-3303002-R	Capital/Performing Arts Center	2	\$0.00	\$76.94	\$76.94
01-3303005-R	General Unrestricted Fund	45	\$60.00	\$651.00	\$711.00
01-3303201-R	Harper Annual Golf Outing	<u>17</u>	<u>\$18,575.00</u>	<u>\$0.00</u>	<u>\$18,575.00</u>
<b>TOTAL</b>		479	\$47,687.46	\$3,696.86	\$51,384.32

**Harper College Educational Foundation**  
**Gift In-Kind Report**  
**April 1999**

<u>Date</u>	<u>Constituent Name</u>	<u>Fund</u>	<u>Gift Value</u>	<u>Reference</u>
4/27/99	Carter Hoffman	In-kind donation	<u>\$16,204.00</u>	7 Banquet and Transport Carts
<b>TOTAL</b>			<b>\$16,204.00</b>	

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Whistleblower Reward and Protection Act

II. REASON FOR CONSIDERATION

A Board member requested that this item be reviewed by legal counsel and an opinion written and presented to the Board for consideration.

III. BACKGROUND INFORMATION

Legal counsel has reviewed this item and prepared the attached resolution for adoption by the Board.

IV. RECOMMENDATION

The administration recommends the adoption of the attached resolution.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Taste and Touch of Palatine

II. REASON FOR CONSIDERATION

The College and Palatine Chamber of Commerce have been investigating the possibility of holding the Taste and Touch of Palatine at Harper College in 1999. All parties have now agreed to move forward with this event at Harper College. The College attorney and the Palatine Chamber of Commerce attorney have prepared the attached agreement for execution.

III. BACKGROUND INFORMATION

The Palatine Chamber of Commerce holds an annual festival called the Taste and Touch of Palatine. This festival is usually held in downtown Palatine. This year major construction of the downtown area is taking place and the festival cannot be held in its usual place.

IV. RECOMMENDATION

The administration recommends the approval of the agreement with the Palatine Chamber of Commerce regarding the Taste and Touch of Palatine event.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Administrative Employment Contracts

II. REASON FOR CONSIDERATION

Approval by the Board of Trustees is necessary to authorize the Board Chairman and Secretary to execute the Administrative Employment Contracts.

III. BACKGROUND INFORMATION

Several meetings were held between the administration and representatives of the administrators to review and discuss changes in the Administrative Employment Contracts.

Recommended changes include a 4.6% salary increase; salary range movement of 2.8%; and supplemental grants for approved courses at other educational institutions.

The increased costs for salary adjustments and changes in the fringe benefit program are \$172,739.

IV. RECOMMENDATION

The administration recommends that the Board of Trustees approve the sum of \$172,739 for adjustments in salaries and fringe benefits, and the administration further recommends that the Board Chairman and Secretary be authorized to execute the Administrative Employment Contracts on behalf of the Board of Trustees for the 1999-00 fiscal year.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Delegation of authority to the President to approve issuing purchase orders to the lowest responsible bidders for products and services needed to renovate and redecorate the meeting rooms in the Student and Administration Center.

II. REASON FOR CONSIDERATION

In order to meet an August deadline, approval needs to be granted for purchase orders to be issued to the lowest responsible bidders for the renovation and redecorating of the meeting rooms, before the Board of Trustees Meeting June 23, 1999.

III. BACKGROUND INFORMATION

The renovation and redecorating of the meeting rooms in the Student and Administration Center is to include the demolition of some of the existing internal walls and all of the ceilings, building of walls to divide the space into five separate meeting rooms, reinstalling the ceilings using existing light fixtures, carpeting, wall treatments which will include a combination of paint and wallpaper, new tables and chairs and some auxiliary equipment such as white boards and storage equipment.

The deadline to have this project complete is the end of August, 1999. Work will begin after graduation. Because this timeline is aggressive, it is important that purchase orders for construction and decorating be issued before the June 23, 1999 Board Meeting.

May 27, 1999

This request is to give authorization to the President, after reviewing bids, to approve issuance of purchase orders as soon as possible to the lowest responsible bidders for products and services associated with the renovation and redecorating of the meeting rooms in the Student and Administration Center.

IV. RECOMMENDATION

The administration recommends that the Board authorize the President, after reviewing bids, to approve issuance of purchase orders to the lowest responsible bidders for products and services associated with the renovation and redecorating of the meeting rooms in the Student and Administration Center.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Rescheduling of two Regular Board Meetings to June 23, 1999 and July 21, 1999.

II. REASON FOR CONSIDERATION

It has been determined that these dates are preferable.

III. BACKGROUND INFORMATION

June Regular Board Meeting is rescheduled for June 23, 1999 and the July regular Board Meeting is rescheduled for July 21, 1999.

IV. RECOMMENDATION

The administration recommends that the Board adopt the rescheduled dates of June 23, 1999 and July 21, 1999 as the new Regular Board Meeting dates.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Affiliation Agreement between William Rainey Harper College and the University of Illinois Medical Center 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 the University of Illinois Medical Center are consistent with the clinical objectives of the Harper College Cardiac Technology Program.

This agreement has been approved by appropriate officers of the University of Illinois Medical Center and has been reviewed by Harper College.

IV. RECOMMENDATION

The administration recommends that the Affiliation Agreement between William Rainey Harper College and the University of Illinois Medical Center be approved as submitted.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Affiliation Agreement between William Rainey Harper College and Northwest Community Healthcare for use of clinical facilities for students in the following programs: Cardiac Technology, Dental Hygiene, Dietetic Technician, Emergency Medical Technician, Medical Office Assistant, Medical Transcriptionist, Nursing, Basic Nursing Assistant Continuing Education Nursing, and Pharmacy Technician.

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 Northwest Community Healthcare are consistent with the clinical objectives of the Harper College health career programs.

This agreement has been approved by appropriate officers of Northwest Community Healthcare and has been reviewed by Harper College.

IV. RECOMMENDATION

The administration recommends that the Affiliation Agreement between William Rainey Harper College and Northwest Community Healthcare be approved as submitted.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Affiliation Agreement between William Rainey Harper College and Alexian Brothers Medical Center for the purpose(s) of: (1) providing clinical services for community residents in the areas of cardiac, diabetic and pulmonary rehabilitation; (2) offering health and fitness community education programs for special needs populations (e.g., personnel in high risk occupations, adults with multiple risk factors for cardiovascular disease, obese children, and athletes); and, (3) providing students in the Cardiac Technology Program with supervised and directed experiences in the clinical laboratories of Alexian Brothers Medical Center for the explicit purpose of enhancing their clinical expertise.

II. REASON FOR CONSIDERATION

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

III. BACKGROUND INFORMATION

William Rainey Harper College and Alexian Brothers Medical Center have been engaged in a mutually beneficial affiliation in the area of cardiac and pulmonary rehabilitation since July 1, 1996. The parties acknowledge that this Agreement is intended to continue this affiliation, albeit under new terms and conditions.

IV. RECOMMENDATION

The administration recommends that the Affiliation Agreement between William Rainey Harper College and Alexian Brothers Medical Center be approved as submitted.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Affiliation Agreement between William Rainey Harper College and Advocate Health and Hospitals Corporation-Good Samaritan Hospital 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 Health and Hospitals Corporation-Good Samaritan Hospital are consistent with the clinical objectives of the Harper College Cardiac Technology Program.

This agreement has been approved by appropriate officers of Advocate Health and Hospitals Corporation-Good Samaritan Hospital and has been reviewed by Harper College.

IV. RECOMMENDATION

The administration recommends that the Affiliation Agreement between William Rainey Harper College and Advocate Health and Hospitals Corporation-Good Samaritan Hospital be approved as submitted.