



Harper College
1200 West Algonquin Road
Palatine, Illinois

Regular Board Meeting Agenda

January 25, 2005
7:00 p.m.

- I. **Call to Order**
- II. **Roll Call**
- III. **Approval of Agenda**
- IV. **Educational Presentations**
 - Sheila Quirk: Review of College Planning Process
- V. **Student Trustee Report**
- VI. **President's Report**
- VII. **Harper Employee Comments**
- VIII. **Citizen Comments**
- IX. **Consent Agenda*** (Roll Call Vote)
 - A. **For Approval**
 1. Minutes – December 21, 2004 Regular Board Meeting Exhibit IX-A.1
 2. Bills Payable, Payroll for December 10, 2004, December 24, 2004 and January 7, 2005; Estimated Payrolls for January 21, 2005 Exhibit IX-A.2
 3. Bid Awards Exhibit IX-A.3
 4. Purchase Orders Exhibit IX-A.4
 5. Personnel Action Sheets Exhibit IX-A.5
 6. Student Service Awards - Fall 2004 Exhibit IX-A.6
 - B. **For Information**
 1. Financial Statements Exhibit IX-B.1
 2. Committee and Liaison Reports Exhibit IX-B.2
 3. Grants and Gifts Status Report Exhibit IX-B.3
 4. Summary of Items Purchased from State Contracts, Consortiums or Cooperatives Exhibit IX-B.4

* 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.

X. New Business

A. RECOMMENDATION: Public Bond Issue Notification Act (BINA) Exhibit X-A
Hearing for Issuance of Funding Bonds

B. RECOMMENDATION: Addendum to Illinois Gas Intergovernmental Exhibit X-B
Cooperative Agreement

XI. Announcements by the Chair

- A. Communications
- B. Calendar Dates

(Note: * = Required)

On-Campus Events

- *February 22 7:00 p.m. - Regular Board Meeting - Room W214-215
- *March 29 7:00 p.m. - Regular Board Meeting - Room W214-215
- April 21 6:00 p.m. - Election Canvass - Room W214-215
- April 26 7:00 p.m. - Organizational and Regular Board Meeting - Room W214-215

Off-Campus Events

- April 9, 2005 6:30 p.m.- Foundation Gala - Avanté
- June 6, 2005 Foundation Golf Open - Boulder Ridge Country Club

XII. Other Business (including closed session, if necessary)

XIII. Adjournment

Minutes of the Regular Board Meeting of Tuesday, December 21, 2004

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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 Tuesday, December 21, 2004

CALL TO ORDER: The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Stone on Tuesday, December 21, 2004 at 7:04 p.m. in the Wojcik Conference Center (Room W214), 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL: Present: Members Gillette, Hill, Howard, Kelley, Kolze, Murphy and Stone; Student Member Plazak
Absent: None

Also present: Robert Breuder, President; Joan Kindle, V.P. Student Affairs and Assistant to the President; David McShane, V.P. Information Technology; Margaret Skold, V.P. Academic Affairs; Judy Thorson, V.P. Administrative Services; Cheryl Kisunzu, Assistant V.P. Diversity/Organizational Development; Linda Kolbusz, Associate V.P. Development, Governmental Relations; Sheila Quirk, Associate V.P. for Strategic Planning and Alliances; Catherine Brod, Assistant V.P. for Development; Joe Accardi; Deborah Abbott; Mike Alsup; Larry Bielawa; Carol Blotteaux; Phil Burdick; Paul Casbarian; Ned Coonen; Daniel Corr; Rob Dix; Terence Felton; Sally Griffith; Vickie Gukenberger; Michael Harkins; Michael Held; Julie Hennig; Thea Keshavarzi; Terry Lindsay; Jim Ma; Don Malzahn; Jennifer Mathes; Russ Mills; Linda Mueller; Tom Mueller; Sheryl Otto; Jeanne Pankanin; Janie Petersen; Becky Rizzi; Rich Seiler; Diana Sharp; Dennis Weeks and Deanna White. Student: Nicole Ejzak; Christopher Entwistle; Sarah Mozal.

Guests: Tim Kane, Chicago Tribune; Mike Puente, Daily Herald; Patrice Sutton Burger, GFOA; Dr. Philip Lobo, Northwest Community Hospital.

Vice President David McShane led everyone in the Pledge of Allegiance.

APPROVAL OF AGENDA Member Kelley moved, Member Howard seconded, approval of the Agenda.

In a voice vote, the motion carried. Student Member Plazak voted aye.

PRESENTATIONS

There were no educational presentations.

STUDENT TRUSTEE
REPORT

Student Member Plazak distributed a written copy of his report. He congratulated the Harper College football team on being national champions for the second consecutive year. He also noted that the proposal for new dugouts is exciting for Harper's baseball and softball teams. It will allow Harper to meet NJCAA regulations to host regional and sectional competitions.

Student Member Plazak noted that three main groups on campus spearheaded the movement of students building community and giving back to the community.

- The Student Senate sponsored a coat drive for the Omni Youth Center. Over a three-week period, they posted clever fliers throughout campus and collected many coats.
- Student Ambassadors sponsored a toy drive for the Rolling Meadows Neighborhood Resource Center. Students, Harper employees and the Rolling Meadows Police Department collected over 1,000 toys for the drive. With the abundance of toys collected, they were able to pass along extras to other toy drives.
- Phi Theta Kappa collected food for St. Peter's Pantry in Schaumburg. Almost every faculty member, student, club and organization on campus was asked to participate, collecting 8,596 items.

Phi Theta Kappa Vice President of Fellowship Nicole Ejzak shared her experience with the Board. She praised the efforts of the many volunteers involved in soliciting, collecting, lifting, sorting, counting and distributing the food items. She described it as a wonderful experience. Over 200 families were helped in the community.

Student Member Plazak noted that there was a medical emergency last Thursday that resulted in a Harper student passing away. He asked for a brief moment of silence.

On behalf of the Board, Chair Stone noted they are very proud of the fact that the student body has taken an active role in giving back to the community. It is wonderful when the Board hears about academic achievements, but certainly the sign of a well-rounded person is one who also gets involved in charitable giving and finds balance in his/her life. She thanked Student Member Plazak for bringing those stories to the Board.

PRESIDENT'S
REPORT

Dr. Breuder displayed several ads in the *Wall Street Journal*. Audi is using the "greater than sign" (>) in their marketing campaign: Lead > Follow. This resembles Harper's current marketing.

Dr. Breuder introduced Dr. Philip Lobo, Radiation Oncologist, Northwest Community Hospital and Harper College Educational Foundation Board member. Dr. Lobo applauded the Board for its decision in June to move forward with pursuing selected baccalaureate degrees. He feels this is a big decision for Harper, for the community and for healthcare, in general. He noted that this decision did not change the mission of Harper College, but its "menu."

He gave a personal example of how a menu can change, but a mission can stay the same in the ways in which he treats or manages breast cancer in his patients. He explained the risks and the rewards involved.

Dr. Lobo explained the changing role of nurses and their need for baccalaureate degrees. Nurses need critical thinking skills today; doctors and patients rely on it and expect it. Quality nurses equate to better outcomes for the patients and doctors. He added that, if Harper College will one day offer the four-year degree for nurses, it will mean that Harper has served its community and preserved its mission.

Chair Stone thanked Dr. Lobo for his passionate comments. It helps for the Board to hear that others find their work important, and it is nice to know there are others out there who share the same philosophy in taking risks for the benefit of others. Dr. Lobo noted that the Board did the difficult work of passing the Resolution in June; he did the easy job of telling the Board that they did the right thing.

HARPER EMPLOYEE
COMMENTS

There were no employee comments.

CITIZEN
COMMENTS

There were no citizen comments.

CONSENT AGENDA

Member Howard moved, Member Kelley seconded, approval of the minutes for the November 30, 2004 regular Board meeting; bills payable; payroll for November 26, 2004; estimated payrolls for November 27, 2004 through December 24, 2004; bid awards; purchase orders; personnel action sheets; President's contract; and for information:

financial statements, committee and liaison reports, grants and gifts status report, and summary of items purchased from state contracts, consortiums or cooperatives, as outlined in Exhibits IX-A.1 through IX-B.4, (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Murphy asked that item IX-A.6 be separated from the Consent Agenda. He noted that he does not have any comments; however, he would like to vote on the item separately.

Member Howard moved, Member Kelley seconded, to amend the motion to remove, for separate consideration, Exhibit IX-A.6.

Operating Fund	\$2,999,837.86
Tuition Refunds	141,285.84

The payroll of November 26, 2004 in the amount of \$2,234,308.93; and estimated payroll of November 27, 2004 through December 24, 2004 in the amount of \$3,924,030.80.

Bid Awards

- | | |
|--------------|---|
| Ex. IX-A.3.a | Award bid Q00396 for the purchase and installation of vinyl composition tile in Buildings A and C to Vortex Enterprises, Inc., the low bidder, in the amount of \$21,213. |
| Ex. IX-A.3.b | Award bid Q00394 to Universal Asbestos Removal, Inc., the low bidder that submitted a complete bid for asbestos abatement in Buildings A and C, in the amount of \$60,000 and consulting fees not to exceed \$8,500, for a total award of \$68,500. |
| Ex. IX-A.3.c | Award bid Q00392 for the purchase and installation of lighting fixtures for the Bookstore to ALL Tech Lighting, Inc., the low bidder, in the amount of \$52,947. |
| Ex. IX-A.3.d | Award bid Q00393 for the purchase and installation of two bakery hoods to Oak-Tin Heating & Cooling, Inc., the low bidder, in the amount of \$48,235. |
| Ex. IX-A.3.e | Award bid Q00398 for the purchase of four dugouts for the baseball and |

softball fields to APS Concrete Products, Inc., the low bidder, in the amount of \$60,030.

Purchase Order Ex. IX-A.4.a Approve issuance of a purchase order to R. J. Galla Co., Inc. for Excess Workers Compensation Insurance in the amount of \$41,884, and approve issuance of a purchase order to Cannon Cochran Management Service, Inc. (CCMSI) for third party administration of Workers Compensation claims in the amount of \$16,485, for a total of \$58,369.

Personnel Actions Faculty Appointment
Keith Jensen, Instructor-Humanities, LIB ARTS, 01/12/05,
\$37,794/year

Harper #512 IEA-NEA Appointment
Roberto Garcia, Sr., Custodial Foreman, PHY PLT,
01/03/05, \$41,000/year

Administrator Resignation
Lori Danaher, Managing Director, Corporate Services, COR
SER, 12/23/04, 11 years 8 months

Faculty Resignation
Joyce Farrell, Assistant Professor - Computer Information
Systems, BUS/SS, 05/31/05, 1 year 4 months

Upon roll call on the Consent Agenda (with the exclusion of IX-A.6), the vote was as follows:

Ayes: Members Gillette, Hill, Howard, Kelley, Kolze,
Murphy and Stone
Nays: None

Motion carried. Student Member Plazak voted "present" for Exhibit IX-A.1 (minutes for the November 30, 2004 meeting) and "aye" for the remainder of the Consent Agenda.

With regard to Exhibit IX-B.3, Member Murphy congratulated the College for achieving the \$68,500 grant from the ICCB. As this area becomes more ethnically diverse, the ability to communicate in healthcare situations is vitally important. The grant for the Healthcare Innovation Pilot - for the development and implementation of "bridge programs" to

transition AED and ESL students into healthcare occupations can really help Harper make a dramatic difference in the community.

President's Contract

Chair Stone explained that this recommendation is coming from her, as Board Chair, for several reasons. At the recent Board retreat, they were presented with a lot of information regarding the Higher Learning Commission Study that is commencing and all of its elements that will eventually lead to reaccreditation. In addition, it became very clear to her that the ERP system, when approved, will require a full two years of implementation. Bearing in mind these two important items, she asked Dr. Breuder if he would be interested in the Board's consideration of extending his contract for an additional year, in the interest of continuity of leadership. When Dr. Breuder indicated that he would have interest in doing so, Chair Stone asked that this exhibit be prepared and included in the December Agenda. She is recommending that the Board pass the exhibit.

As Chair, she has the utmost confidence in Dr. Breuder's abilities, and it seemed very important to her to maintain continuity of leadership at this critical time with such important endeavors on the horizon. In addition, Chair Stone clarified that the Twelfth Addendum mentioned in Exhibit IX-A.6 provides only for an extension of Dr. Breuder's contract for one more year. It further will state that he will be treated no differently than any other Harper employee, which is the Board policy. Any treatment to his salary would be the same as all employees, provided that he, as any other employee, remains in good standing.

Member Kolze moved, Member Hill seconded, approval of the extension of the President's contract through June 30, 2007, as detailed in the Twelfth Addendum to the President's Employment Contract, and authorization for the Board Chair and Secretary to execute the Twelfth Addendum to the President's Employment Contract on behalf of the Board of Trustees, as outlined in Exhibit IX-A.6, (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Board Members shared their thoughts. Member Howard stated that she is very supportive of this. Having the continuity of Dr. Breuder's excellent leadership is important for the College. Member Kelley also expressed his support.

Member Hill stated that Dr. Breuder's strong fiscal management will continue to be crucial as the State of Illinois sorts out its budget deficits. He noted that he is sorry, personally, that Dr. Breuder's contract caps at only two and one-half years more. He would like to see it continue further because of the strength and depth of Dr. Breuder's contributions.

Member Gillette stated that, since the contract extension does not start until June 30, 2006, it may be more appropriate to bring this item to the new Board, rather than the current Board. He explained that, in several months, there may be two or three new members of the Board. Chair Stone stated that his suggestion was noted.

Upon roll call, the vote was as follows:

Ayes: Members Hill, Howard, Kelley, Kolze and Stone
Nays: Members Gillette and Murphy

Motion carried. Student Member Plazak voted aye.

NEW BUSINESS:
Public Hearing on
Tax Levy

Member Kelley moved, Member Murphy seconded, to adjourn the Regular meeting to the hearing on the adoption of the tax levy.

In a voice vote, the motion carried.

Chair Stone called to order the public hearing on the adoption of the Harper College tax levy at 7:36 p.m.

Chair Stone noted that the Levy Resolution for 2004 appears in the Board packets.

Chair Stone asked if there was anyone present who would like to comment on the levy. Hearing none, Chair Stone declared the hearing closed and reconvened the Regular meeting at 7:37 p.m.

Adoption of the Tax
Levy Resolution

Member Howard moved, Member Kolze seconded, adoption of the Levy Resolution for 2004, as outlined in Exhibit X-A (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Murphy explained that his comments regarding the tax levy were made and recorded at the October meeting.

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hill, Howard, Kelley, Kolze and Stone
 Nays: Member Murphy

Motion carried. Student Member Plazak voted aye.

Abatement of Taxes

Member Gillette moved, Member Kelley seconded, approval of the Resolution abating the tax levied for 2004 to pay the debt service on the \$4,070,000 General Obligation Bonds, Series 2001 (Alternate Revenue Source) and authorization of the transfer of \$527,395 from the revenues generated in the Auxiliary Fund to the Bond and Interest Fund, as outlined in Exhibit X-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hill, Howard, Kelley, Kolze, Murphy and Stone
 Nays: None

Motion carried. Student Member Plazak voted aye.

Enterprise Resource Planning (ERP) Software Acquisition

Member Kolze moved, Member Kelley seconded, approval of the purchase of software for the proposed ERP system and authorization for the Chair of the Board to sign contracts after final review by Harper's legal counsel as follows:

From Oracle Corporation for ERP software system that includes the Student Information System (SIS), Human Resource Information System (HRIS), Financial Information System (FIS), Oracles Technology Solution Suite, Business Collaboration Suite and the first year of maintenance in the amount of \$2,331,518;

From Vertex, Inc. for their Payroll Tax Table services and first year of support in the amount of \$11,250;

From CollegeNet, Inc. for room scheduling and usage software Resource25, Schedule25, and the first year of maintenance in the amount of \$49,293;

From Miami University for transcript and degree audit software, DARWin, implementation, training and first year of support in the amount of \$63,657, for the total of \$2,455,718,

as outlined in Exhibit X-C (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Dr. Breuder noted that this issue has been before the Board for over a year, with a myriad of materials shared on multiple occasions. There has been much opportunity at Board meetings to dig into this topic and make sure that questions and interests have been addressed. He added that they have been very pleased with the decision to employ GFOA to work with the College. They brought a great deal of value to the table, and their work has been completed. As one of the final pieces, they negotiated the pricing with Oracle (software provider) and with Greenbrier and Russel (firm that will help implement the system). Dr. Breuder explained that this process will be similar to changing the neurological system inside the body, and yet the College will still have to function day-to-day. It is a massive undertaking that will most likely be finished early in 2007. The work will now begin, if the Board approves the items tonight.

Board members shared comments. Chair Kolze thanked the team for keeping the Board very informed all along the way. It is a very big item.

Member Kelley commended the entire staff. It was a tremendously thorough, professional, thoughtful job. The future of the College is in good hands. In response to Member Kelley's question regarding maintenance fees, Vice President McShane explained that, as they transition from the old system to the new system, there definitely will be an increase that will be built into the operating budget. Without specifics, he estimates somewhere between \$250,000 and \$300,000 is paid out today in maintenance costs.

In response to Member Kelley's question regarding projected staff backfill, Dr. Breuder explained that the bulk of the dollars committed to the \$8M project are very well known to them. They became negotiated contracts with Oracle or Greenbrier and Russel or other third party vendors. This is such a complicated undertaking that there is no way that IT and/or the people from GFOA can completely know right now what staff will be needed in the next two years. The biggest uncertainty is in this backfilling area, because as they will bring online a new neurological system, so to speak, they will have to maintain the old one. They have got to provide service in a quality fashion. He gave the following example: Roberta Lindenthaler has to produce a quality audit, and she is going to produce that audit next year

primarily through the old system. At the same time, she and her staff are going to have to bring a new system online and be able to eventually cut over. As that happens, she is going to know along the way exactly how much time she will have to free up from people to get them indoctrinated into the new system while still discharging the normal duties and responsibilities. That is the backfill that the staff is a little nervous about, in terms of how many hours. Dr. Breuder stated that, although the \$8M is a good number, he will mentally park in the 01 Fund balance at least ten percent of that \$8M, in the event that additional money is needed in the implementation phase.

Dr. Breuder noted that the Board would need to know that they have the money in reserves; \$800,000 will be parked mentally. They should not short-change the process. It is too critical - they must do it right the first time through.

Chair Stone concurred. It is not the time to skimp when it comes to training the people who will be using it on a day-to-day basis. It is worth noting that once the system is fully implemented, Harper will be a model for other similar institutions, not only in the State of Illinois, but other places as well. This will be a great source of pride to this Board.

Member Murphy congratulated Terence Felton and Vice President McShane for bringing this project home. The Board had a chance to hear from them on this issue. It was handled very well. He agrees that a contingency should be set aside. Getting it done right the first time may require a bit of flexibility.

Member Hill noted that there is a rule in his business - if it costs more, it takes longer. This is exactly the kind of thing that will take longer. He also appreciated the orderly method of this project. He asked how many of the 47 community colleges in the State of Illinois have even begun to think about implementing an ERP system. Vice President McShane noted that there were a few that were not successful in their process. They did not do the work upfront like Harper has done. Some smaller institutions and smaller systems have been implemented. An ERP system such as this is a focus for the future; not many have thought about it. Member Hill added that he salutes those who had the vision to back this process.

Dr. Breuder praised the Board's decision to hire GFOA at a cost of \$175,000. They more than earned their \$175,000. It turned out to be a good business decision. They went from

a number on total project acquisition costs of \$8.85 million down to \$7.15 million. Discount some of that because the focus was sharpened, questions were answered and misunderstandings were removed. GFOA did a great job in bringing the numbers down.

Patrice Sutton Burger, GFOA, addressed the Board. She stated that it was a pleasure working with Harper College. It was a long and tedious process, not only for GFOA, but also for the very dedicated staff at Harper. The staff had done a lot of work before GFOA became involved, but then GFOA made them go back through things not only once, but twice, and made them sit through long and arduous software demonstrations. They did a tremendous, detailed job of making sure they selected the right solution. Ms. Burger noted that she was proud to have been a part of this process at Harper College.

Student Member Plazak stated that he is impressed with the amount of work that went into this. He noted that the students and student leaders are excited the College is able to fund this new project. They look forward to seeing it in action.

Upon roll call, the vote was as follows:

Ayes:	Members Gillette, Hill, Howard, Kelley, Kolze, Murphy and Stone
Nays:	None

Motion carried. Student Member Plazak voted aye.

Oracle Credit Corporation
Municipal Payment Plan
Agreement

Member Murphy moved, Student Member Plazak seconded, approval of entering into contracts for professional services to implement the proposed Enterprise Resource Planning System Software (see Exhibit X-C) and authorization for the Chair of the Board to sign contracts after final review by Harper's legal counsel with Greenbrier & Russel, Inc., for installation and configuration, data conversion, training, and travel for the Financial and HR systems modules in the amount of \$2,359,136 to Oracle Consulting for installation and configuration, data conversion, training and travel for the Student Information Systems Modules in the amount of \$2,021,502 for a total implementation cost of \$4,380,638, as outlined in Exhibit X-D (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Dr. Breuder observed that the cost breakdown shows they are actually spending more money on the implementation piece than on the software acquisition. It demonstrates the complexity of the work. He reminded everyone that no contracts will be executed until such time as legal counsel, representing Harper, is entirely satisfied with every element of the contract. There is still a bit of fine-tuning to be done. As soon as the remaining details are worked out and legal counsel "green lights" them, they will hand the contracts over to Chair Stone, who will, based upon Board action tonight, have the authority to sign them. Chair Stone added that legal counsel is very careful in their scrutiny of all documents.

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hill, Howard, Kelley, Kolze,
Murphy and Stone
Nays: None

Motion carried. Student Member Plazak voted aye.

Oracle Credit Corporation Member Howard moved, Member Kolze seconded, approval of the Municipal Payment Plan, pending final review by the College attorney, the College Bond Counsel and authorization of the Chair of the Board of Trustees to sign the agreement, as outlined in Exhibit X-E (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hill, Howard, Kelley, Kolze,
Murphy and Stone
Nays: None

Motion carried. Student Member Plazak voted aye.

Chair Stone congratulated Vice President David McShane, Terence Felton, and everyone who has worked on the ERP project. Mr. Felton stated that many people did a tremendous amount of work to make this happen. He acknowledged the following people on the core team: Cheryl Kisunzu, Change Management Team; Sheryl Otto, Process Team; Don Malzahn, Technical Team; Linda Mueller, Interface Team; and Becky Rizzi, who keeps everyone on schedule and manages all of the communications.

Change of Board Member Hill moved, Student Member Plazak seconded, to

Meeting Dates change the April meeting date for the Election Canvass from April 11, 2005 at 6 p.m. to Thursday, April 21, 2005 at 6 p.m. and to change the Organizational Meeting and Regular Board meeting from April 19, 2005 at 7 p.m. to April 26, 2005 at 7 p.m., as outlined in Exhibit X-F (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Chair Stone explained that this change in date is being considered to coincide with the appropriate election canvass.

In a voice vote, the motion carried.

Affiliation Agreement with Central DuPage Hospital

Member Murphy moved, Member Howard seconded, approval of the Affiliation Agreement between Harper College and *Central DuPage Hospital* as submitted, and authorization for the Dean of Life Science and Human Services to sign all of the above, as outlined in Exhibit X-G (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

Establishment of Funding Bond Hearing Date

Member Kelley moved, Member Kolze seconded, adoption of the Resolution providing for the establishment of a Funding Bond hearing date of January 25, 2005 and the required public notice, as outlined in Exhibit X-H (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

Resolution Detailing Claims Against the District

Member Kolze moved, Member Kelley seconded, adoption of the Resolution as prepared by bond counsel to establish claims against the district, as outlined in Exhibit X-I (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

ANNOUNCEMENTS BY CHAIR

Communications

There were no communications.

Calendar Dates

Calendar dates are printed on the Agenda for Board information. The next Regular Board meeting is January 25. Chair Stone reminded everyone that the campus will be closed from December 24 through January 2, with classes resuming on January 3, 2005. She noted that the

Foundation Gala is scheduled for April 9, 2005 and will be held in the Avanté Building.

OTHER BUSINESS

Member Kolze noted that he attended the Harper Symphony Orchestra's Holiday Festival on Sunday, December 7, and it was very impressive. The performances were very professional, and the Performing Arts Center was completely full. He felt a great deal of pride as he watched many in the community enjoying the wonderful event.

In response to Member Gillette, Vice President Skold stated that she has asked that the mobile unit space not be scheduled for the spring semester so that they can make sure other space on campus is being maximized. They are considering using that space for other purposes within the community, not the least of which is the fire safety program, which would mean relocating it. She has not yet recommended selling the space.

Member Gillette asked if he could receive the classroom space usage information for the Northeast Center and the Schaumburg facility in the same format as the main campus. Dr. Breuder stated that they will provide it in the same format.

In response to Member Gillette, Chair Stone stated that they will schedule an executive session in January to discuss the status of union negotiations.

Member Gillette suggested that a safe be purchased and installed on campus to store the executive session tapes. Chair Stone noted that they will follow up on all of these issues.

On behalf of the Board, Chair Stone wished everyone the happiest of holidays and the most wonderful new year, as they continue to work together to make Harper the very best community college that it can be.

ADJOURNMENT

Student Member Plazak moved, Member Gillette seconded, that the meeting be adjourned.

In a voice vote, the motion carried at 8:12 p.m.

Chair

Secretary

BOARD REQUESTS

DECEMBER 21, 2004 REGULAR BOARD MEETING

1. Member Gillette asked if he could receive the classroom space usage information for the Northeast Center and the Schaumburg facility in the same format as the main campus. Dr. Breuder stated that they will provide it in the same format.
2. Member Gillette suggested that a safe be purchased and installed on campus to store the executive session tapes. Chair Stone noted that they will follow up on all of these issues.

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
PALATINE, ILLINOIS 60067

FUND EXPENDITURES TO BE APPROVED

I. BILLS PAYABLE

Operating Fund \$ 4,550,030.66

Tuition Refunds \$ 107,874.59

II. PAYROLL

12/10/2004 \$ 2,200,668.49

12/24/2004 1,797,445.81

01/07/2005 1,718,811.98

III. ESTIMATED PAYROLL

1/21/2005 \$ 1,758,128.89

WILLIAM RAINEY HARPER COLLEGE

BOARD MEETING

January 25, 2005

SUMMARY OF BIDS

THERE ARE NO BIDS THIS MONTH.

WILLIAM RAINEY HARPER COLLEGE

BOARD MEETING

January 25, 2005

SUMMARY OF PURCHASE ORDERS

- Exhibit IX – A.4.a The administration recommends that the Board approve issuance of a purchase order to Tek Systems for continued technical assistance in converting instructional material from analog to digital format, in the amount of \$43,680.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for approval for the issuance of a purchase order to Tek Systems for continued technical assistance in converting instructional material from analog to digital format as requested by Information Technology/Client Services.

II. BUDGET STATUS

Funds in the amount of \$43,680 are provided in the 2004/05 Operations and Maintenance Restricted Fund budget, under account number 0392-039-539.00-9309.

III. INFORMATION

All teaching spaces in Avanté, the new Science, Health Careers, and Emerging Technology Center, have been designed to utilize digital technology for instructional delivery. In these “smart classrooms,” faculty is provided with the resources of the Internet and digital audio/visual material. Much of the material used to assist faculty in the programs that moved to Avanté was in older formats, requiring conversion to digital format.

The conversion of instructional materials for programs that moved to Avanté is now 99% complete. However, many other programs at Harper utilize space in Avanté when available and also require materials to be converted to digital format in order to utilize the new technology. Additionally, some of the teaching spaces in other buildings have been retrofitted to become smart/media rich classrooms.

On February 24, 2004, the Board approved issuance of a purchase order in the amount of \$61,800 to Tek Systems to work on the materials for faculty in programs moving to Avanté. Client Services

personnel had interviewed representatives of three technical consultant providers from which the following quotes were received:

Tek Systems	\$35-\$40/hr
Sierra Systems	\$50/hr
IBM	\$50-\$75/hr

Tek Systems, which quoted the lowest cost, had also provided high quality work for the College in the past.

A continuance of services from Tek Systems is requested to convert material to digital format for Avanté and for other classrooms across campus that have been retrofitted to smart/media rich classrooms.

This purchase complies with State Statute and Board Policy.

IV. RECOMMENDATION

The administration recommends that the Board approve issuance of a purchase order to Tek Systems for continued technical assistance in converting instructional material from analog to digital format, in the amount of \$43,680.

WILLIAM RAINEY HARPER COLLEGE

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

IV. RECOMMENDATION

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

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Student Service Awards – Fall 2004.

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 standards established for satisfactory academic progress. Expenses for student service awards are budgeted in and shared between Student Activities and the Education Fund; \$5,112.00 will be paid by Student Activities (Student Service Awards Account No. 0590-858-59200-0000), \$5,005.50 will be paid by the Educational Fund (Financial Assistance Account No. 01-90-187-592.00-0000). In addition, the Educational Foundation will also contribute \$852.00 for the Student Trustee's award. The 24 awards this semester total \$10,969.50.

IV. RECOMMENDATION

It is recommended that the Board of Trustees approve the Fall, 2004 Student Service Awards in the amount of \$5,112.00 from Account No. 0590-858-592.00, \$5,005.50 from Account No. 01-90-187-592.00, and \$852.00 from Account No. 01-00-039-13916.

Fall 2004

STUDENT SERVICE AWARDS

First Name	Last Name	Club/Organization	Rebate	Amount
Joe	Plazak	Student Trustee	Full	\$852.00
Christopher	Entwhitle	Student Senate	Full	\$213.00
Rebeka	Risteska	Student Senate	Half	\$426.00
Cassi	Vestweber	Student Senate	Half	\$319.50
Christopher	West	Theatre	Full	\$852.00
Brandon	Grogan	WHCM	Full	\$639.00
Katie	Pefley	WHCM	Full	\$852.00
Tim	Brand	WHCM	Full	\$426.00
Nick	Thompson	The Harbinger	Full	\$710.00
Laura	Bergeson	Phi Theta Kappa	Half	\$248.50
Scot	Laudenbach	Honors Society	Half	\$426.00
Steven	Smiley	Harper Pride	Half	\$426.00
Nayeli	Valentinez	Student Ambassadors	Half	\$426.00
Amna	Abid	Student Ambassadors	Half	\$426.00
Brian	Rosenberg	Harper Democrats	Half	\$390.50
Neha	Bodiwala	Indian-Pakistani Student Association	Half	\$390.50
Susan	Barclay	Women's Rights Awareness Club	Half	\$142.00
Ryan	Barnes	Food Service Club	Half	\$426.00
Courtney	Dritlien	Food Service Club	Half	\$426.00
Chrystal	Moulton	Black Student Union	Half	\$426.00
Sharika	Thompson	Black Student Union	Half	\$426.00
Diana	Ramos	Latinos Unidos	Half	\$426.00
Jennifer	Ooi	International Students' Club	Half	\$426.00
Casie	Born	Formulator	Half	\$248.50

Total \$10,969.50

WILLIAM RAINEY HARPER COLLEGE
Preliminary Schedule of Investments
As of December 31, 2004

Consent Agenda
Exhibit IX-B.1
January 25, 2005

	<u>Outstanding Investments</u>	<u>FY05 Budget</u>	<u>Planned To Date</u>	<u>Earned To Date</u>
EDUCATION FUND	\$ 22,171,102	315,000	157,500	203,695
OPERATIONS, & MAINT. FUND	9,486,315	140,000	70,000	79,115
OPERATIONS, & MAINT. FUND (Restricted)	3,280,549	50,000	25,000	25,610
BOND & INTEREST	1,308,311	55,000	27,500	30,560
AUXILIARY ENTERPRISES	1,313,406	35,000	17,500	17,460
RESTRICTED FUNDS	6,746,902	55,000	27,500	61,312
WORKING CASH FUND	13,041,120	185,000	92,500	116,647
AUDIT FUND	193,187	2,500	1,250	1,923
LIABILITY, PROTECTION & SETTLEMENT	<u>67,977</u>	<u>5,000</u>	<u>2,500</u>	<u>1,326</u>
Total	\$ <u><u>57,608,869</u></u>	<u><u>842,500</u></u>	<u><u>421,250</u></u>	<u><u>537,648</u></u>

WILLIAM RAINEY HARPER COLLEGE
Schedule of Investments
As of December 31, 2004

Exhibit IX-B.1
January 25, 2005

Depository or Instrument	Date Purchased	Date of Maturity	Term (Days)	Rate (%)	Earnings to Maturity	Principal Invested @ 12/31/2004	Market Value
<u>Certificates of Deposits</u>							
Harris Bank	12/08/04	11/30/05	357	2.90	43,069.40	1,500,000.00	
Harris Bank	12/08/04	08/18/05	253	2.70	30,395.53	1,500,000.00	
Harris Bank	12/8/2004	10/27/2005	323	2.85	38,914.49	1,500,000.00	
PMA/Choice Financial Group	7/18/2004	01/20/05	183	1.85	9,298.29	1,000,000.00	
PMA/Cole Taylor Bank	7/20/2004	1/20/2005	183	1.85	4,646.89	500,000.00	
Harris Bank	7/21/2004	2/3/2005	197	1.93	15,638.71	1,500,000.00	
PMA/NCB,FSB	7/19/2004	2/17/2005	211	2.19	19,077.84	1,500,000.00	
PMA/International Bank of Chicago	3/1/2004	3/3/2005	367	1.50	22,757.75	1,500,000.00	
PMA/State Financial Bank	3/17/2004	3/17/2005	381	1.50	23,631.13	1,500,000.00	
PMA/Independence Bank	3/1/2004	3/31/2005	395	1.50	24,466.01	1,500,000.00	
PMA/First International Bank	3/1/2004	4/14/2005	409	1.50	16,919.36	1,000,000.00	
PMA/West Pointe Bank	3/1/2004	4/14/2005	409	1.50	8,450.42	500,000.00	
PMA/Park Cities Bank	6/23/2004	4/28/2005	309	2.06	8,751.65	500,000.00	
PMA/United Community Bank	6/23/2004	4/28/2005	309	2.06	17,503.31	1,000,000.00	
PMA/American NB-Fox Cities	6/24/2004	5/12/2005	323	2.06	27,439.45	1,500,000.00	
PMA/Heritage Bank of Central Illinois	8/16/2004	5/31/2005	288	2.13	33,761.83	2,000,000.00	
PMA/American NB-Fox Cities	6/25/2004	6/8/2005	350	2.21	31,907.07	1,500,000.00	
LaSalle National Bank	6/23/2004	6/22/2005	364	2.25	34,125.00	1,500,000.00	
Northern Trust	6/23/2004	7/6/2005	378	2.25	34,767.12	1,500,000.00	
Harris Bank	7/21/2004	7/20/2005	364	2.32	34,995.82	1,500,000.00	
Harris Bank	8/16/2004	8/3/2005	352	2.37	23,088.73	1,000,000.00	
PMA/Texas Bank	3/1/2004	9/1/2005	549	2.05	46,662.11	1,500,000.00	
PMA/Texas Bank	3/1/2004	9/15/2005	563	2.05	47,863.61	1,500,000.00	
PMA/First Natl Bank of Oneida	8/30/2004	9/29/2005	395	2.41	39,290.41	1,500,000.00	
PMA/Inter Savings Bank	8/30/2004	10/13/2005	409	2.41	40,724.39	1,500,000.00	
LaSalle Bank	11/10/2004	11/10/2005	365	2.60	39,541.67	1,500,000.00	
PMA/Midamerica Natl Bank	11/16/04	11/22/05	371	2.75	42,052.46	1,500,000.00	
PMA/Chocie Financial Group	11/16/04	11/30/05	379	2.80	58,353.30	2,000,000.00	
Harris Bank	11/29/2004	11/30/2005	366	2.90	32,424.36	4,500,000.00	
PMA/Southern New Hampshire	11/04/04	11/09/06	735	2.91	89,448.59	1,500,000.00	
PMA/Corus Bank	11/4/2004	11/9/2006	735	2.91	88,566.77	1,500,000.00	
PMA/Natl Bank of Commerce	11/10/04	11/30/06	750	3.07	95,592.63	1,500,000.00	
	Weighted Average: 2.35					47,000,000.00	47,000,000.00 *
FNMA Discount	7/21/2004	1/5/2005	168	1.78	12,277.44	1,499,722.56	1,511,848.80
Fed Home Loan Bank Callable	11/10/2004	5/23/2006	559	2.87	44,682.29	1,500,000.00	1,495,320.00
FNMA Notes	12/22/2004	12/22/2006	730	3.50	105,000.00	1,500,000.00	1,501,875.00
FNMA Discount	6/23/2004	5/27/2005	338	2.19	30,597.45	1,499,402.55	1,514,547.00
	Weighted Average: 2.59					5,999,125.11	6,023,590.80
Illinois Funds	Monthly Average			1.90		4,609,744.16	4,609,744.16
TOTALS AS OF:	12/31/2004				\$	57,608,869.27	57,633,334.96

*Market value not available

** Current market value shows gains or losses depending on the current interest rates and the rates when the securities were purchased. The gains or losses can only occur if the securities are sold before their maturity dates.

**WILLIAM RAINEY HARPER COLLEGE
FY2004/2005 BUDGET AND EXPENDITURES
December 31, 2004**

Jan. 25, 2005
Exhibit IX-B.1

EDUCATION FUND						
DIVISION	BUDGET	BUDGET YTD	EXPENDITURES YEAR TO DATE	FUTURE COMMITMENTS	% PAID OR COMMITTED	UNCOMMITTED BALANCE
Institutional						
Admin Services	11,162,828.00	4,822,341.70	3,505,826.84	34,969.08	31.72%	7,622,032.08
Sub-Total	\$11,162,828.00	\$4,822,341.70	\$3,505,826.84	\$34,969.08	31.72%	\$7,622,032.08
President						
Development Office	410,673.00	177,410.74	214,555.21	177,414.90	95.45%	18,702.89
Pres/Brd of Trustees	341,971.00	147,731.47	173,315.43	144,623.51	92.97%	24,032.06
Strategic Alliance	182,528.00	78,852.10	82,485.46	59,095.34	77.57%	40,947.20
Assoc VP Development	186,814.00	80,703.65	91,019.11	84,284.98	93.84%	11,509.91
Sub-Total	\$1,121,986.00	\$484,697.95	\$561,375.21	\$465,418.73	91.52%	\$95,192.06
Student Affairs						
Student Activities	431,240.00	186,295.68	181,298.83	162,520.59	79.73%	87,420.58
Student Development	3,704,090.00	1,600,166.88	1,676,025.21	1,277,654.50	79.74%	750,410.29
Wellns/Human Perform	1,795,692.00	775,738.94	784,292.47	600,237.56	77.10%	411,161.97
Sub-Total	\$5,931,022.00	\$2,562,201.50	\$2,641,616.51	\$2,040,412.65	78.94%	\$1,248,992.84
VP Academic Affairs						
Acad Enrich/Lang Std	4,313,424.00	1,863,399.17	1,875,476.66	1,460,685.28	77.34%	977,262.06
Academic Affairs	937,278.00	404,904.10	130,921.19	93,035.63	23.89%	713,321.18
Assoc VP Aca Affairs	321,992.00	139,100.54	130,045.25	124,871.93	79.17%	67,074.82
Bus/Social Sciences	5,475,167.00	2,365,272.14	2,441,705.30	1,552,008.67	72.94%	1,481,453.03
Dean of Cont Educ	507,295.00	219,151.44	214,216.16	189,464.21	79.58%	103,614.63
Liberal Arts	5,672,278.00	2,450,424.10	2,525,406.51	1,671,105.28	73.98%	1,475,766.21
Life Sci/Hum Services	4,513,908.00	1,950,008.26	1,954,648.63	1,466,698.43	75.80%	1,092,560.94
Resource for Learning	2,144,854.00	926,576.93	984,117.51	697,799.30	78.42%	462,937.19
Tech/Math & Phy Sci	4,730,859.00	2,043,731.09	2,194,017.07	1,445,651.92	76.93%	1,091,190.01
EDUCATION FUND						
DIVISION	BUDGET	BUDGET YTD	EXPENDITURES YEAR TO DATE	FUTURE COMMITMENTS	% PAID OR COMMITTED	UNCOMMITTED BALANCE
VP Aca Affairs	274,157.00	118,435.82	121,452.20	95,526.60	79.14%	57,178.20
Sub-Total	\$28,891,212.00	\$12,481,003.58	\$12,572,006.48	\$8,796,847.25	73.96%	\$7,522,358.27
VP Admin Services						
Admin Services	1,676,502.00	724,248.86	775,305.68	726,729.44	89.59%	174,466.88
Sub-Total	\$1,676,502.00	\$724,248.86	\$775,305.68	\$726,729.44	89.59%	\$174,466.88
VP Diversity/Org Dev						
Human Res/Int. Affairs	495,016.00	213,846.91	164,733.28	0.00	33.28%	330,282.72

Asst VP Diversity/Org	579,686.00	250,424.35	272,689.47	223,944.32	85.67%	83,052.21
Sub-Total	\$1,074,702.00	\$464,271.26	\$437,422.75	\$223,944.32	61.54%	\$413,334.93
VP Info Technology						
Info Technology	5,683,085.00	2,455,092.72	2,605,609.85	1,986,920.74	80.81%	1,090,554.41
Sub-Total	\$5,683,085.00	\$2,455,092.72	\$2,605,609.85	\$1,986,920.74	80.81%	\$1,090,554.41
VP Mktg & Advancement						
VP Enroll/Marketing	1,872,659.00	808,988.69	1,038,679.57	685,862.64	92.09%	148,116.79
Enrollment Svcs	1,565,571.00	676,326.67	720,944.46	561,872.60	81.94%	282,753.94
Pub/Comm Services	1,481,936.00	640,196.35	750,083.91	531,532.00	86.48%	200,320.09
Sub-Total	\$4,920,166.00	\$2,125,511.71	\$2,509,707.94	\$1,779,267.24	87.17%	\$631,190.82
Grand Total:	\$60,461,503.00	\$26,119,369.30	\$25,608,871.26	\$16,054,509.45	68.91%	\$18,798,122.29

Note: Future salary costs for all full-time and regular faculty and staff are encumbered as future commitments. Future commitments include salaries for adjunct faculty and overload only when these expenses enter the payroll system (which occurs during the Fall, Spring and Summer semesters). Salaries are not encumbered in future commitments for temporary employees (part-time and full-time) and student aids.

WILLIAM RAINEY HARPER COLLEGE
FY2004/2005 BUDGET AND EXPENDITURES
 December 31, 2004

Jan. 25, 2005
Exhibit IX-B.1

OPERATIONS AND MAINTENANCE FUND

DIVISION	BUDGET	EXPENDITURES YEAR TO DATE	FUTURE COMMITMENTS	% PAID OR COMMITTED	UNCOMMITTED BALANCE
Institutional					
Admin Services	2,766,179.00	1,134,456.29	39,261.62	42.43%	1,592,461.09
Sub-Total	\$2,766,179.00	\$1,134,456.29	\$39,261.62	42.43%	1,592,461.09
VP Admin Services					
Construc/Spec Proj	95,356.00	45,734.11	42,432.78	92.46%	7,189.11
Physical Plant	9,804,302.00	4,079,423.22	2,687,790.18	69.02%	3,037,088.60
Sub-Total	\$9,899,658.00	\$4,125,157.33	\$2,730,222.96	69.25%	3,044,277.71
VP Info Technology					
Info Technology	1,355,188.00	575,236.70	461,200.91	76.48%	318,750.39
Sub-Total	\$1,355,188.00	\$575,236.70	\$461,200.91	76.48%	318,750.39
Grand Total:	\$14,021,025.00	\$5,834,850.32	\$3,230,685.49	64.66%	4,955,489.19

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

- Richard Gillette: ICCTA Report

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.

HARPER COLLEGE
Listing of
GRANT PROGRAMS
July 1, 2004 – June 30, 2005

NOTE: CHANGES ARE IN BOLD

Reported: January 25, 2005

GRANT NAME DIVISION/DEPARTMENT MANAGER	BRIEF DESCRIPTION	FUNDING SOURCE AWARD AMOUNT	DATES STARTS-ENDS
<u>EXTENDED</u> ACHA Building Healthy Campus Community Project Health Wellness D. Evans	Cultural competency demonstration site	ACHA/CDC \$12,200	09/01/01 04/30/05
<u>NEW</u> Scholar-in-Residence International Studies CML D. Sharp	Dr. Ederson Augusto Zanetti from Cuiaba, Brazil. Matching funds required	CIES \$11,600*	01/01/05 05/30/05
<u>CONTINUATION</u> Northern Illinois Regional Consortium ETIP GRANT Corporate Services C. McClement	Awarded through Employer Training Investment Program (ETIP) Small/Mid-sized Company component, grant is to be used to upgrade skills of workers. (Received additional funds - \$22,738)	DCEO \$212,578	07/01/03 12/31/04
<u>NEW</u> Academic Success Programming for Underrepresented Minority Students Center for Multicultural Learning L. LaBauve-Maher	To ensure that undergraduate students have access to programming and support that will better ensure their academic successes.	HECA \$45,500	08/26/04 08/31/05
<u>NEW</u> Nontraditional Scholarship Grant Career Programs J. Hennig	Tuition assistance to students entering non- traditional occupations.	ICCB \$6,250	07/01/04 06/30/05
<u>RENEWAL</u> Business/Industry Workforce Preparation Corporate Services L. Danaher	State Allocation Grant to assist with local economic development efforts within Business & Industry Centers.	ICCB \$90,202	07/01/04 06/30/05

GRANT NAME DIVISION/DEPARTMENT MANAGER	BRIEF DESCRIPTION	FUNDING SOURCE AWARD AMOUNT	DATES STARTS -ENDS
<u>RENEWAL</u> P-16 Initiative Career Programs J. Hennig	State Allocation Grant to pay for tuition for high school students taking college credit.	ICCB \$75,682	07/01/04 06/30/05
<u>RENEWAL</u> Perkins III Career Programs J. Hennig	Career and Technical education	ICCB \$303,004	07/01/04 06/30/05
<u>RENEWAL</u> Program Improvement Grant Career Programs J. Hennig	Supports improvement in career and technical educational programs.	ICCB \$31,566	07/01/04 06/30/05
<u>CONTINUATION</u> ICCB Adult Education Leadership Grant AE/LS D. Corr	Improve instruction, develop effective and appropriate curriculum, improve professional dev., and disseminate innovative practices that lead to improvement of instruction in local Adult Education and Family Literacy programs in Illinois.	ICCB \$48,145	11/01/03 12/31/04
<u>CONTINUATION</u> FY05 Adult Education and Family Literacy Grant AE/LS D. Corr	Supports Adult Education Development Programs (State Basic \$149,681 State Performance 109,808 State Public Assistance 21,130 Federal Basic 156,725 EL/Civics 38,144)	ICCB \$475,488	07/01/04 06/30/05
<u>NEW</u> Paraprofessional Test Prep Course Continuing Education R. Mills/N. Nerstrom	To assist paraprofessionals in reviewing basic skills in reading, writing, and mathematics; learning test taking strategies geared toward standardized tests, in compliance with the No Child Left Behind Act.	ICCB \$13,200	07/01/04 06/30/05
<u>NEW</u> Postsecondary Career and Technical Education - Continuous Quality Improvement Grant Career Programs J. Hennig	To develop, enhance or implement a process and/or system that provides regular and systematic program evaluation and improvement related to career and technical education administration, programs and services.	ICCB \$10,000	10/30/04 06/30/05

GRANT NAME DIVISION/DEPARTMENT MANAGER	BRIEF DESCRIPTION	FUNDING SOURCE AWARD AMOUNT	DATES STARTS -ENDS
<u>NEW</u> Career and Technical Education – Performance Enhancement Grant Career Programs J. Hennig	To develop, implement and improve computerized automated degree and certificate audit systems to Recognize and promote student success.	ICCB \$10,000	10/30/04 06/30/05
<u>NEW</u> Tech Prep Support Grant Career Programs J. Hennig	To fund innovative activities initiated by Illinois community colleges in support of goals and objectives of Tech Prep.	ICCB \$47,143	07/01/04 06/30/05
<u>NEW</u> Healthcare Innovation Pilot AE/LS D. Corr	For the development and implementation of “bridge programs” to transition AED and ESL students into healthcare occupations.	ICCB \$68,500	07/01/04 06/30/05
<u>CONTINUATION</u> Lighting Upgrade Project Physical Plant J. Ma	Improve building energy efficiency for Bldgs. A., C and L, and reduce the operating costs for the College.	ICECF \$35,539	11/01/03 10/31/04
<u>RENEWAL</u> Disabled Student Project Access & Disability Services T. Thompson	To provide services to students with disabilities.	IDHS \$134,754	07/01/04 06/30/05
<u>RENEWAL</u> Displaced Homemakers Women’s Program K. Canfield	Career, educational and personal support for Women’s Program participants.	IDOL \$58,410	07/01/04 06/30/05
<u>CONTINUATION</u> Scholarships for Success TMPS/Marketing Services S. Griffith/D. Loprieno	Scholarship assistance to support Math, Science, Engineering & Computer Science students.	NSF \$39,926	07/01/04 06/30/05
<u>RENEWAL</u> Midwest Center of Post- Secondary Outreach Access & Disability Services T. Thompson/D. Kavin	Provides technical assistance to A & D Service Programs	USDE/St. Paul Technical \$77,500	07/01/04 06/30/05

GRANT NAME DIVISION/DEPARTMENT MANAGER	BRIEF DESCRIPTION	FUNDING SOURCE AWARD AMOUNT	DATES STARTS -ENDS
<u>RENEWAL</u> Midwest Center of Post- Secondary Outreach Access & Disability Services T. Thompson/D. Kavim	Provides technical assistance to A & D Service Programs	USDE/St. Paul Technical \$42,000	07/01/04 06/30/05
<u>CONTINUATION</u> COPS Public Safety M. Alsup	Universal Hiring Program Hire 3 full time officers (Full grant is \$225,000 spread over three years – 08/01/02 – 07/31/05)	USDJ \$88,740 (\$42,043 per officer x 3)	07/01/04 06/30/05

Total as of January 25, 2005

\$1,937,927

***NOTE 1: Harper and the College of Lake County are partnering again in a Fulbright Scholar-in-Residence program. \$11,600 has been awarded, and will go directly to the Fulbright Scholar, who is Dr. Zanetti from Brazil. Harper and CLC will each contribute \$10,600 toward this program.**

NOTE 2: The Northwest Suburban Education to Careers Partnership has been transferred to School District 214, and won't be in the FY05 grants awarded. The FY04 total for this Partnership equaled: \$1,749,533.

DESCRIPTION OF ABBREVIATIONS

ACHA American College Health Association
 AE/LS Academic Enrichment and Language Studies
 CIES Council for International Exchange Scholars
 COPS Community Oriented Policing Services
 DCEO Department of Commerce & Economic Opportunity
 HECA Higher Education Cooperation Act
 ICCB Illinois Community College Board
 ICECF Illinois Clean Energy Community Foundation
 IDHS Illinois Department of Human Services
 IDOL Illinois Department of Labor
 NSF National Science Foundation
 TMPS Technology, Math & Physical Science
 USDE United States Department of Education
 USDJ United States Department of Justice

**Harper College Educational Foundation
December Fundraising Report FY05**

Description	No. Gifts	Cash	Pledges/Stocks	In-Kind Gifts	Other	Total
Memorial	5	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
Personal Solicitation	2	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00
Proposal	1	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00
Pacesetter Campaign FY05	12	\$7,850.00	\$3,866.20	\$0.00	\$0.00	\$11,716.20
Scholarship Stewardship Reports	7	\$18,550.00	\$0.00	\$0.00	\$0.00	\$18,550.00
Stewardship	3	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00
Unsolicited	1	\$0.00	\$0.00	\$418.22	\$0.00	\$418.22
Calendar Year-End Direct Mail FY05	49	\$10,705.00	\$0.00	\$0.00	\$0.00	\$10,705.00
Grand Total	80	\$49,855.00	\$3,866.20	\$418.22	\$0.00	\$54,139.42

**Harper College Educational Foundation
Year to Date Fundraising Report (as of 12/31/2004)**

Description	No. Gifts	Cash	Pledges/Stocks	In-Kind Gifts	Other	Total
Board Solicited	1	\$95.29	\$0.00	\$0.00	\$0.00	\$95.29
Golf Open 2004	1	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
Harper Symphony Orchestra	4	\$375.00	\$0.00	\$0.00	\$0.00	\$375.00
Harper Quest Celebration Events Memorial	29	\$6,367.33	\$74,450.00	\$22,000.00	\$0.00	\$102,817.33
Margaret Scott	38	\$5,100.00	\$550.00	\$0.00	\$0.00	\$5,650.00
Pacesetter Campaign FY04	60	\$1,708.22	\$0.00	\$0.00	\$0.00	\$1,708.22
Personal Solicitation	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Proposal	13	\$13,000.00	\$51,500.00	\$0.00	\$200,000.00	\$264,500.00
Pacesetter Campaign FY05	5	\$12,500.00	\$2,000.00	\$0.00	\$0.00	\$14,500.00
Resources for Excellence Employee Campaign FY04	27	\$18,022.70	\$7,366.20	\$0.00	\$0.00	\$25,388.90
Jeremy Rifkin Event	36	\$145.00	\$20.00	\$0.00	\$0.00	\$165.00
Scholarship Stewardship Reports	15	\$174.00	\$0.00	\$0.00	\$0.00	\$174.00
Special Initiatives	17	\$37,174.00	\$0.00	\$0.00	\$0.00	\$37,174.00
Stewardship	4	\$4,516.42	\$0.00	\$0.00	\$0.00	\$4,516.42
Tradition of Excellence 2003	8	\$9,658.00	\$0.00	\$0.00	\$0.00	\$9,658.00
Unsolicited	1	\$520.00	\$0.00	\$0.00	\$0.00	\$520.00
Calendar Year-End Direct Mail FY05	9	\$6,825.00	\$0.00	\$718.22	\$0.00	\$7,543.22
	57	\$11,770.00	\$0.00	\$0.00	\$0.00	\$11,770.00
Grand Total	326	\$128,050.96	\$135,886.20	\$22,718.22	\$200,000.00	\$486,655.38

WILLIAM RAINEY HARPER COLLEGE

BOARD INFORMATION

There are no purchases against consortiums or cooperatives this month.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Public BINA (Bond Issue Notification Act) Hearing for Issuance of Funding Bonds.

II. REASON FOR CONSIDERATION

BINA law requires that a public hearing be held prior to the selling of general obligation bonds.

III. RECOMMENDATION

The administration recommends that the Board conduct the public BINA Hearing necessary for the issuance of funding bonds in the amount of \$2,500,000.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Addendum to Illinois Gas Intergovernmental Cooperative Agreement.

II. REASON FOR CONSIDERATION

The Illinois Gas Cooperative has found that the current volatile gas market has changed the way gas is purchased. To get the best pricing, they are now purchasing gas six to nine months into the future instead of only one month in advance. This change has caused them to reevaluate the withdrawal provisions of the agreement.

III. BACKGROUND INFORMATION

The College has been utilizing the services of the Illinois Gas Cooperative to purchase gas for many years.

IV. RECOMMENDATION

The administration recommends that the Board adopt the amendment from the Illinois Gas Cooperative as presented.