



Harper College
1200 West Algonquin Road
Palatine, Illinois

Regular Board Meeting Agenda

July 26, 2005
7:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Presentations
-
- 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 - , 2005 Regular Board Meeting Exhibit IX-A.1
 2. Bills Payable, Payroll for , 2005 and , 2005;
Estimated Payroll for , 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
 - 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: Disposal of the Modular Classroom Building Owned by the College Exhibit X-A
- B. RECOMMENDATION: Exhibit X-B
- C. RECOMMENDATION: Exhibit X-C
- D. RECOMMENDATION: Exhibit X-D
- E. RECOMMENDATION: Exhibit X-E
- F. RECOMMENDATION: Exhibit X-F
- G, RECOMMENDATION: Exhibit X-G
- H. RECOMMENDATION: Exhibit X-H
- I. RECOMMENDATION: Exhibit X-I
- J. RECOMMENDATION: Exhibit X-J

XI. Announcements by the Chair

- A. Communications
- B. Calendar Dates

On-Campus Events

(Note: * = Required)

*August 23, 2005 7:00 p.m. - Regular Board Meeting - Room W214-215

Off-Campus Events

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

XIII. Adjournment

Minutes of the Regular Board Meeting of Tuesday, June 23, 2005

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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 Thursday, June 23, 2005

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 Thursday, June 23, 2005 at 7:03 p.m. in the Wojcik Conference Center (Room W214), 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL: Present: Members Gillette, Hill, Hoffman, Kelley, Murphy and Stone; Student Member Hurtubise
Absent: Member Graft

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; Colleen Murphy, V.P. Marketing; Linda Kolbusz, Associate V.P. Development, Governmental Relations; Catherine Brod, Assistant V.P. for Development; Joe Accardi; Rob Alexander; Mike Alsup; Larry Bielawa; Carol Blotteaux; Arlene Bublick; Phil Burdick; Paul Casbarian; Maria Coons; Daniel Corr; Laura Crane; Janice Cutler; Laurie Dietz; Rob Dix; David Dwyer; Robert Getz; Sam Giordano; Sally Griffith; Vicki Gukenberger; Michael Harkins; Julie Hennig; Anna Lewis; Jim Ma; Michael Nejman; Sheryl Otto; Janie Petersen; Larry Price; Ilona Sala; Jane Swider; Charmian Tashjian; Dennis Weeks and Deanna White.

Guests: Tim Kane, Chicago Tribune; Mike Puente, Daily Herald; Norman Malcolm, Palatine Fire Department; Bill Cutler, Taxpayer.

Chair Stone noted that Member Graft would not be in attendance at the meeting. Catherine Brod led everyone in the Pledge of Allegiance.

Chair Stone noted that there is a Revised Exhibit X-H which reflects a change in clarification only; the content remains the same. She also noted that there will be an executive session following the regular Board meeting for the purpose of discussing personnel issues and collective bargaining issues. There will be no votes taken following executive session.

APPROVAL OF AGENDA Member Murphy moved, Member Hoffman seconded, approval of the Agenda as modified.

In a voice vote, the motion carried.

EDUCATIONAL
PRESENTATIONS

Delivering Instruction
Using Various
Scheduling Models

Dr. Margaret Skold and Maria Coons gave a presentation regarding delivery of instruction and scheduling models at Harper College.

The types of instruction typically offered at a comprehensive community college, such as Harper, include:

- Transfer - prepares students for baccalaureate study, pre-baccalaureate work.
- Career - series of programs that is not intended for transfer, but it may be. For example, there is a program in heating and air conditioning that is not intended for transfer, but another institution will accept that two-year degree in an upside down opportunity to go to the four-year institution and complete it with a bachelor's degree in technology.
- Developmental - programs that help students be confident and prepared to do collegiate work, which includes collegiate level ESL and intensive language study for international students.
- Remedial Education - adult basic education to help serve pre-GED individuals who have not graduated from high school and the K-12 system will no longer serve them.
- Continuing Education - these programs are totally self-funded - Fund 05 Auxiliary.

Dr. Skold explained that, years ago, students basically took classes on Monday/Wednesday/Friday or Tuesday/Thursday. That traditional model began to erode when students asked for changes. The College has gone through various methods of scheduling to satisfy the changing needs of the community. She displayed a grid which showed possible options of start/end times for classes. Schedule templates have been created to allow for flexibility, at the same time enabling a student to fulfill his credits within the desired two-years.

Alternative delivery models include:

1. Blended - allows face-to-face learning, as well as enhancement with on-line learning. It provides an opportunity for students to have that direct face-to-face

learning with reduced seat time and still accomplish the outcomes of the course.

2. Open Entry Classes - a student can start any Monday morning, and they can complete their coursework at their own pace, taking up to 16 weeks to do it. The heating and air conditioning program, computer information systems, computing courses and non-native literacy GED preparation programs offer this opportunity.
3. Distance Learning - four different alternatives of distance learning are offered:
 - a. Telecourse - involves a combination of videos and information sessions with an instructor. The student and instructor mail work back and forth.
 - b. Combination - uses videos and online or web based work.
 - c. All online.
 - d. Video Conferencing - involves a live instructor at a remote site transmitting to the student's location.

Dr. Skold noted that they have over 321 sections of distance learning in one of those four modalities. There has been a 75 percent increase over the last two years. Harper has joined with alliances of other community colleges where they will launch a course online, and students outside the district can take it at Harper or, perhaps, Harper can use one of their courses in a program. Harper has four business degrees in its distance learning compendium that will be offered in Fall 2006. Dr. Skold noted that Joe Accardi and Diana Sharp are leading a group right now to write a self-study in preparation for the Higher Learning Commission visit this fall to add to Harper's accreditation the ability to offer degrees by Distance Learning.

4. Specialized Adult Programs - designed for transitioning adults who change their career because of being forced out. For example, Harper would offer a specific communication course, or a study skills course or a job search course to help folks become more employable. For adult programs, they continue to use the Northeast Center (NEC), Palatine Neighborhood Resource Center (PNRC), Harper Professional Center (HPC) and other community sites. The NEC and the HPC are owned by Harper and have become very vital to the program because of the number of adults who prefer to access programs there. Dr. Skold discussed ways in which Harper helps during major layoffs through Grant Vouchers, Rapid Response Team and Operation Able.
5. Continuing Education - five different delivery models:

- Personal enrichment - for example, someone with a career in finance may decide to learn about welding.
 - Professional development - usually targeted to a particular industry. The HPC has been very strong in technology.
 - Lifelong Learning Institute - for senior citizens where Harper offers programs both on-campus and at sites available to citizens.
 - InZone program - there are over 8,000 enrollments in the children's summer camp program. Dr. Skold noted that this is some of the best friend-building Harper will ever do.
 - Research and Development CE - what the College may want to do on one of the credit sides of the house - for example, massage therapy. If it is successful, it will transition.
6. Cohort Based Learning (Fast Track) - Maria Coons explained that this involves a set of students that stay together through the duration of the program, approximately 2 years, to complete a degree. The courses are offered year-round, so they utilize classrooms during interim sessions. The students get one week off at Thanksgiving, two weeks off for the holidays and one week in the summer. A student must be at least 25 years old to be accepted into the program. The students meet on the same day at the same time for the entire duration of the program. Currently Harper has seven cohorts running, with a total of 185 students in the programs. Each class meets for between six and eight weeks, and either Blackboard websites or independent learning is supplemented. None of the instructional integrity is being compromised; all learning objectives are being accomplished. All of the courses are offered at the HPC or the NEC. Research done before launching the program showed that adult students prefer these centers because they are easier to get to and parking is convenient. Additionally, they have state-of-the-art classrooms. When these cohort groups are asked if they would like to come back on Harper's campus, they respond that they would not.

Ms. Coons noted that the Fast Track program would not be possible without collaborative efforts from Dr. Breuder, Dr. Skold, the Office of Research, Enrollment and Marketing Services, Student Development, Department of Instructional Technology, Deans Council, Extension Services and the Bookstore. She added that they have

demand for additional cohorts - three more will begin in September. She shared a testimonial from one of the cohort students.

Dr. Skold distributed handouts to the Board members.

In response to Member Hill, Dr. Skold explained that spring enrollment is always a little bit lower than fall. She reiterated some of the appeal of cohort based learning, and noted that adults have told them that they want to come, they want their time here to be meaningful, at a place they can get to easily (that is why the NEC and HPC are important), and they want it to be something that is intensive.

Board members spoke favorably about the options Harper College offers for the community.

In response to Dr. Breuder, Maria Coons stated that students in the cohorts are very cohesive and highly motivated. They are an internal support system. The College has only lost two students since they started the cohort based program. There is a high retention and completion rate.

In response to Member Hill, Maria Coons stated that students in the cohort programs do not want to be on the Harper campus. They park right outside the HPC or NEC and go right inside to the same classroom. They have no desire to come on the main campus at this point.

Dr. Breuder explained that, at the time they bought the HPC, the NEC was overextended in programming. Demographic studies showed that many people were coming from Hoffman Estates to the NEC. It did not make sense to expand the NEC, so they decided to find a location in Schaumburg or Hoffman Estates. It took the pressure off the NEC and allowed it to grow in other ways. It is about access. Dr. Skold stated that they are very much aware of the neighborhood surrounding the NEC, and they are starting a 14-week semester this fall to appeal to students with various scheduling issues.

In response to Member Hill, Maria Coons stated that one challenge with adding more cohorts is that the cohort locks up a specific classroom for one night per week for two and one-half years. They are running into some space problems, but they are working it out.

Chair Stone thanked them for the very informative presentation.

STUDENT TRUSTEE REPORT

Student Member Hurtubise noted that he was able to attend his first Illinois Community College Board Student Advisory Committee Leadership conference in Chicago. He has decided to focus on the issue of suicide awareness this upcoming school year. He shared the following statistics with the Board:

- Each year in America 30,000 suicides occur; 1,000 of these occur on college campuses.
- Suicide is the second leading cause of death for college students, second only to accidental death.
- In a poll taken of 36,000 students from different colleges around the nation, only 17.6 percent said they had received information on suicide prevention from their college.
- Leading causes of suicide include: new and unfamiliar environment; academic and social pressures; feeling of failure or decreased performance; adjustments to new demands or increased workload.

Student Member Hurtubise has met with school psychologist Caryn Levington and the Health and Wellness Center to brainstorm ideas about getting awareness out to the students. He spoke about counseling services and websites available to students. Additionally, he listed some events that will be taking place on campus, which include a concert and seminars/information sessions.

In closing, Mr. Hurtubise noted that Harper College has lost five students to suicide since November. Harper is not an isolated case, suicide rates have increased everywhere. He feels strongly that this is an issue that needs to be addressed. On behalf of the Board, Chair Stone affirmed that the Board is behind Mr. Hurtubise and will do whatever they can to assist.

PRESIDENT'S REPORT

Northwest Suburban
Regional Training Center

Dr. Breuder explained that the College has many alliances/partnerships in and throughout the Northwest Suburbs. He invited Dean Sally Griffith, Fire Science Coordinator/ Instructor Sam Giordano and Palatine Fire Chief Norman Malcolm to share information regarding a particular initiative involving Harper College and the area fire departments.

Sally Griffith explained that the Board will have a chance this evening to vote on Exhibit X-A, the Northwest Suburban Regional Training Authority (NSRTA), which will allow Harper College to become an affiliate member of this organization of local fire departments.

Fire Science Program

Ms. Griffith explained that, two and one-half years ago, Harper's Fire Science program was a part-time program, with a part-time coordinator and part-time students. In the past two and one-half years, with a full-time coordinator, the program has grown from 53 students to 165. Mr. Giordano has been able to develop strong partnerships with fire departments, which has led to the creation of internships. Currently there are 12 Harper students far enough along in their program that they are able to spend extended time in the fire departments.

Northwest Suburban Regional Training Center (NSRTA)

The NSRTA started approximately one and one-half years ago when three local fire chiefs discussed the fact that they did not have any training facility in their region. They felt that perhaps together they could create a facility that would help everyone and reduce some costs, and they invited Harper College to be a part of that. Ms. Griffith showed a list of the fire departments that have joined in an intergovernmental agreement to be the NSRTA. Some fire departments in the area are still considering it. She noted that the Harper College campus is located right in the center of the fire department sites. An area just south of the College is being considered for the site.

Chief Malcolm explained that he has felt that, if they can do something collectively, they can do it better. They are pleased with the relationship that has been built with Harper College and are impressed with the positive changes that have occurred in the Fire Science program over the last several years. The local fire departments have had a great deal of input in the program and have demonstrated their support.

Chief Malcolm explained that the NSRTA facility would be used for live fire training, which they cannot do on every neighborhood block. They have looked for an area where they can use on-duty personnel to train and hopefully not incur the overtime costs to travel to a far-off community in order to do this, or down to Champaign, which is a big training center within Illinois. He explained that this type of

initiative is going on in other parts of the country. Fire departments realize that these are expensive endeavors, and if it can be done collectively, they most likely can find the funding to build a state-of-the-art facility.

What is in it for Harper?

Chief Malcolm explained that the facility will enhance the relationship with Harper College and open up many different opportunities to offer other programs through the College. It will allow students to have hands-on training that is currently not available on campus. The fire departments have benefited already from the talent among Harper staff, and they have been very generous in their support and their time.

Facility Site

Sally Griffith explained that the proposed site is located near Harper College (Algonquin to Palmer) and owned by the Water Reclamation District. They have offered it to NSRTA for \$1 per year. Currently, they are analyzing the site for wetlands, delineation, flood plane and environmental impact. Ms. Griffith noted that they have some possible seed money from a state grant to get it started. She showed examples of what the training center would look like. They have classrooms, props for training and a burn building for other kinds of training.

Sam Giordano explained that Fire Science instructors have between 25-35 years of experience in fire service. They put on fantastic training programs inside the classroom; however, there is only so much one can do inside the classroom to teach people how to be firefighters. They have great interactive aids, props, etc. for demonstrating all of the disciplines involved in fighting fires and rescuing people, but they need to have a facility that will accommodate hands-on training. This type of facility will allow Fire Science students to have the best education possible to be firefighters, and will also be used to teach more to local firefighters and officers.

Ms. Griffith added that they are hoping to come back to the Board next month with a request to look at using the modular buildings to support the site. They are still working out the logistics.

In response to Member Kelley, Ms. Griffith explained that the land will be only \$1 per year. Several facilities have started up using air-sea containers to get it started. They would eventually be looking at costs of \$3M; some of that perhaps

would be available Homeland Security money. Member Kelley noted that it would be partial federal money, partial state money and partial municipal money from various fire departments, and possibly some from Harper. Ms. Griffith noted that it is something Harper can gradually step into, as resources are available, to add things to the site.

In response to Member Kelley, Chief Malcolm noted that the nearest regional training facility right now is located in Glenview at the old naval air station. In response to Member Gillette, Chief Malcolm stated they are hoping that the area fire departments that have not yet committed will become more enthused about it as they see it begin to become a reality.

In response to Member Hoffman, Chief Malcolm explained that the Arlington Heights Fire Academy is a limited facility. Many use that academy to send recruit firefighters; however, it is not one that can be used a lot for live burn training. They need to have a very specific heavy-duty structure in order to do the volume of training they anticipate.

Mr. Giordano explained that the majority of students are young (18-20 years of age) and have not been in the fire service. Harper is starting to get a lot of firefighters and officers to obtain their Firefighter II Certificate. A lot of the area departments are requiring either 60 hours of college or a two-year degree just to enter the organization. They are also requiring that firefighters and officers have their degree if they want to be promoted. They are coming back to obtain a degree. There is a good mix of students in the program. He added that Harper has been approved by the Office of the Illinois State Fire Marshal to put on a Fire II Academy, which is a 280-hour firefighter training certification program. However, they cannot put it on unless they have a facility. It is on the books, it has been approved, it is part of the curriculum, but they cannot do it until they have a burn facility.

In response to an audience question, Mr. Giordano stated that Harper teaches a number of courses (Hazardous Materials I and II) which correlate to the Office of the State Fire Marshal's HazMat First Responder and Hazmat Technician A. That facility would allow the College to offer more training with regard to Homeland Security.

Chair Stone concluded that this has the potential to be a tremendous service to the entire district. She thanked them for their presentation.

Dr. Breuder explained that Sheila Quirk has brought together people from different industry sectors in the Northwest Suburbs to meet with Dr. Breuder throughout the past several years. These sectors have included IT, Healthcare, Fire Science and Police Science. They would enjoy breakfast and have a question/answer session which would reflect their opinions on what Harper was doing well with respect to their industry, what Harper should be doing that they were not doing, how Harper could strengthen the relationship, etc. Two examples coming out of those breakfasts have borne tremendous fruit - area fire departments and healthcare facilities.

Dr. Breuder explained that the relationships Harper has built with Northwest Community Hospital and Alexian Brothers have been very beneficial. Currently, Harper has a cohort of nursing students who come to campus one full day on Fridays to earn the ADN degree or RN degree, and they get much of their laboratory work or practicum on weekends at the two hospitals. Dr. Breuder alerted Dr. Skold that the Board wants to learn more about the nursing program.

Little City Recognition

Dr. Breuder displayed a plaque Harper College received from Little City Foundation. It read, "Presented to Harper College in gratitude and appreciation for your dedication and support of Little City Foundation. Your efforts have improved the quality of life for children and adults with mental retardation and other developmental challenges. Together we can build trust, meet needs and face challenges."

HARPER EMPLOYEE COMMENTS

Janice Cutler

Dr. Cutler addressed the Board as a resident of Palatine, taxpayer, voter in Harper College elections, and a member of the Harper College Adjunct Faculty Association (HCAFA) bargaining unit and bargaining team. She noted that, after a year of negotiations (over 100 hours at the bargaining table), they are on the verge of reaching an agreement. She urged Board members to act by providing their negotiation team with the flexibility needed to finalize the agreement this month. She feels that if the Board takes such action, they will reach an agreement that will be fair to both sides, and it will build community pride in the College and its faculty.

Dr. Cutler noted that, in almost all areas where an agreement has been reached, it has been because the HCAFA team has agreed to accept the College's version of various clauses. She encouraged Board members to view how unbalanced the process has been via their website. After yesterday's session, two major issues remain to be resolved, along with two minor sections, which demonstrate how inflexible the College has been. One of the minor issues is the request to provide adjuncts with the same rights for tuition reimbursement for family members as is given to all other employees. The other is to increase the rate for substitute pay by only \$5.00 as a good faith effort to try to settle the contract.

Paul Casbarian

Mr. Casbarian explained that, as Vice President of the HCAFA, he would be addressing one of the critical issues in the negotiation process: Fair Share. He explained that Fair Share was established by the Illinois legislature to allow education unions to collect a fee from non-union members. The fee pays for the services the union is required to provide them by virtue of the union assignment as a sole bargaining unit representative. The HCAFA asks that their contract include a Fair Share provision.

Mr. Casbarian stated that they know Harper is not against Fair Share, because they are for other unions on campus and all but one have Fair Share. He added that 90 percent of the eligible Harper employees are covered by Fair Share agreement, not counting the adjuncts. He explained that Fair Share is a good deal for the College, because it helps the College's competitiveness, management, professional stature of its faculty and promotion of much of its agenda. He urged the Board to help them settle the contract by instructing the negotiating team to agree to the Fair Share provisions that have been offered for the contract.

Arlene Bublick

As President of the HCAFA, Arlene Bublick urged the Board to give the College bargaining team the flexibility to reach a quick end to the drawn-out negotiations. She discussed the major issue of compensation. She believes that the issue of compensation at the bargaining table is not that of money. The audited fund balance for Harper College has been increasing annually. Ms. Bublick estimated the cost of the College's proposal is approximately \$145,000 for three hundred people, which is less than the salaries of some individuals at Harper College. The cost of the HCAFA proposal is only \$465,000 over a two-year period, which

equates to less than three-tenths of one percent of Harper's \$168M budget in 2004.

She explained that the Board has defined fairness as giving all bargaining units the same percentage increase for the coming year. Ms. Bublick showed other possibilities of "fairness":

1. Since adjuncts do the same work as full-time faculty, they should receive the same pay on a per credit hour basis (their original proposal).
2. Pay lower paid employees the same dollar increase as the higher paid employees. When everyone gets the same percentage increase, not dollar increase, the gap between the lower and the higher paid employees widens.
3. Use a benchmark rate for a realistic comparison to the full-time rate, one that is competitive, affordable and justifiable. The HCAFA has reviewed other schools and evaluated their adjunct rates as a function of their full-time rates, and they have considered affordability in terms of the tax base of the institution. They feel that having an adjunct salary comparable to Oakton Community College's presents both a fair and affordable compromise.

Ms. Bublick asked that the Board accept a new understanding of fairness and open the parameters of the bargaining team so that a fair settlement can be reached in the next few days.

CITIZEN COMMENTS

There were no citizen comments.

CONSENT AGENDA

Member Hill moved, Member Kelley seconded, approval of the minutes of the May 31, 2005 regular Board meeting; bills payable; payrolls for May 27, 2005 and June 9, 2005; estimated payroll for June 23, 2005; bid awards; purchase orders; personnel action sheets; student service awards - 2005; 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).

Operating Fund	\$3,483,139.49
Tuition Refunds	26,193.22

The payroll of May 27, 2005 in the amount of \$1,825,590.98; and June 9, 2005 in the amount of \$1,728,314.82; and estimated payroll of June 23, 2005 in the amount of \$2,465,342.73.

Bid Awards

- Ex. IX-A.3.a Award bid Q00405 for professional cleaning service to Executive Building Maintenance, the lowest responsible bidder meeting specifications, in the amount of \$998 per month, for a total of \$11,976 for the period of August 1, 2005 through July 31, 2006, and approve the option, subject to the discretion of the administration, to renew the agreement at the same or lower cost for fiscal year 2006/07.
- Ex. IX-A.3.b Award bid Q00425 to Metro Professional Products, the low bidder for Butchers cleaning products, in the amount of \$86,501.25.
- Ex. IX-A.3.c Award bid Q00424 for cut-size paper including bond, cover stock and carbonless paper and stationery boxes to be used in the Print Shop and in the campus copiers, laser printers and duplicators to Unisource, the low bidder for bond and cover stock paper, in the amount of \$89,748.20 and to Midland Paper, the low bidder for carbonless paper and stationery boxes, in the amount of \$4,079.70 for a total award of \$93,827.90.
- Ex. IX-A.3.d Award bid Q00426 to College Class Schedule Specialists, the low bidder for printing of the Fall 2005 Continuing Education Course Schedule, which is a major publication promoting enrollment, in the amount of \$29,055.

Purchase Orders

- Ex. IX-A.4.a Approve issuance of a purchase order to EMC Corporation for renewal of a maintenance agreement covering hardware for a data storage device during the period of July 1, 2005 through

June 30, 2006, in the amount of \$35,317.20.

- Ex. IX-A.4.b Approve issuance of a purchase order to Hewlett-Packard Corporation for renewal of a maintenance agreement for UNIX hardware and operating system software for the period of August 1, 2005 through July 31, 2006, in the amount of \$64,886.08.
- Ex. IX-A.4.c Approve issuance of a purchase order to R.J. Galla Co., Inc. for renewal of the treasurers bond, building fund bond and working cash fund bond, the liquor liability, pollution liability, sports accident, and travel accident policies and the broker's fee for the period of July 1, 2005 through July 1, 2006 in the amount of \$86,725.

Personnel Actions

Administrator Appointments

Catherine Brod, Vice President, Community Relations/
Executive Director of Foundation, CR/F, 07/01/05,
\$121,223/year

Cheryl Kisunzu, Associate Vice President, Diversity/
Organizational Development, D/OD, 07/01/05,
\$102,003/year

Sheila Quirk, Vice President, Strategic Planning/Alliances,
SP/A, 07/01/05, \$120,991/year

Faculty Appointments

Julie D'Agostino, Instructor-Nursing, LS/HS, 08/16/05,
\$43,620/year

John Garcia, Instructor-Philosophy, LIB ARTS, 08/16/05,
\$42,267/year

Jason Geary, Instructor-Mathematics, TM/PS, 08/16/05,
\$39,686/year

Hope Quirit, Instructor-Nursing, LS/HS, 08/16/05,
\$43,620/year

Chad Taylor, Instructor-Mathematics, TM/PS, 08/16/05,
\$39,686/year

Professional/Technical Appointments

Kristi McConnell, AED Assessment Specialist, p/t, AE/LS-
AED, 05/31/05, \$18,720/year

Ramon Poblet, Desktop Integration Analyst, IT/CS, 06/13/05,
\$46,500/year

Professional/Technical Reclassifications

Sarah Boomgarden, Communication Project Specialist, MKT SER, 07/01/05, \$44,740/year

Christopher Dobson, Curriculum Content Graphic Illustrator, DoIT, 07/01/05, \$53,324/year

Supervisory/Confidential Reclassifications

Carol Blotteaux, Senior Executive Assistant to the President, PR/BD, 07/01/05, \$64,383/year

Heather Engel Zoldak, Director of Annual Giving/Alumni Relations, DEV OFF, 07/01/05, \$49,229/year

Steven Hill, Information Technology Specialist, IT/TS, 07/01/05, \$57,239/year

Thomas Lange, Event Operations Manager, STU ACT-Theatre, 07/01/05, \$41,355/year

Linda Mueller, Manager, Application Development, IT/AS, 07/01/05, \$58,865/year

George Simon, Coordinator, MIS, IT/TS, 07/01/05, \$58,865/year

Classified Staff Reclassifications

Pamela Dluger, Secretary-Evening, p/t, W/HP, 07/01/05, \$30,230/year

Pamela Frye, Instructor Services Assistant, CE, 07/01/05, \$38,883/year

Anthony Garcia, Copy Center Operator, MKT SER CTR-Print Shop, 07/01/05, \$42,755/year

Minnie Gunderson, HR Office Assistant, p/t, HR, 07/01/05, \$22,026/year

Christel Kedzie, Executive Assistant, DEV OFF, 07/01/05, \$36,768/year

Helen Matteson, Secretary, Athletic Department, W/HP, 07/01/05, \$33,181/year

Karen Stoessel, Administrative Secretary, LIB ARTS-Music/Art, 07/01/05, \$33,011/year

Becky Willis, Payroll Clerk, ACCT SER, 07/01/05, \$37,787/year

Administrator Resignation

Ned Coonen, Director, Technical Services, IT/TS, 06/24/05, 1 year 9 months

Professional/Technical Resignation

Gail Heneghan, Instructional Curriculum Specialist, DoIT, 04/25/05, resigned prior to start date

Supervisory/Confidential Resignation

Beverly Pierce, Assistant Supervisor, FD SER, 05/23/05, 1 year 9 months

Classified Staff Resignation

Linda Unger, Laboratory Assistant, p/t, Diagnostic Medical Imaging, LS/HS, 06/01/05, 2 weeks

Spring 2005 Student Service Awards

Approval of the Spring 2005 Student Service Awards in the amount of \$8,378.00 from Account No. 0590-858-592.00 \$8,413.50 from Account No. 01-90-187-592.00 and \$852.00 from Account No. 01-00-039-13916.

In a voice vote, the motion for the Consent Agenda was carried.

Committee Reports

Member Kelley summarized the legislative developments of the ICCTA annual conference:

- Senate Bill 2112 was passed, which adds an Illinois Community College Trustee to the ICCB Board. Governor Blagojevich is considering the appointment, and will fill the vacancy in the next few weeks.
- Senate Bill 463 was passed, which transfers the authority for GEDs from the Illinois State Board of Higher Education to the ICCB, where it more properly belongs.
- With regard to the baccalaureate degree initiative, the task force has its next meeting set for June 27. Member Kelley noted that he spoke to a number of Trustees and heard a lot of support; he did not hear any opposition. Many Trustees were waiting to see the report of the task force.
- Trustee Gillette was honored with the 2005 Trustee Education Award. In addition, retired Trustees Richard Kolze, Barbara Barton and Kris Howard received certificates of merit.
- Harper Speech Communication Professor Marcia Litrenta was nominated for the ICCTA's 2005 outstanding faculty member.
- The annual conference for American Community College Trustees Association is set for September 7-10 in Seattle. Member Kelley encouraged other Trustees to attend, because he will not be able to.
- The annual legislative summit is set for February 6-8, 2006 in Washington, DC. It will be important to have a strong showing there from the College.
- A resolution was adopted honoring the 40th anniversary of the community college. He noted that the average person with a degree from a community college earns 34

percent more than someone who has just a high school degree. The community college teaches more students than any other body of higher education in Illinois.

Member Hoffman summarized the Educational Foundation Report:

- The Foundation closed out the year at \$1.3M received in pledges.
- In the Pacesetter Campaign, 108 percent of the goal was obtained. He noted that 100 percent of the administrators of the College, 100 percent of the Educational Foundation and 71 percent of the Trustees contributed to the campaign, which is outstanding.
- The Foundation awarded 95 percent of the available dollars in scholarships. He explained that, due to timing and applications, they were not able to award 100 percent. Four years ago, the Foundation awarded 60 percent.

Member Hoffman thanked the Educational Foundation for all their efforts in support of the College.

NEW BUSINESS:

Intergovernmental Agreement Between William Rainey Harper College and the Northwest Suburban Regional Training Authority

Member Hill moved, Member Kelley seconded, approval of Harper College joining the Northwest Suburban Regional Training Authority as an Affiliate Member and authorization for the President to apply for this membership, as outlined in Exhibit X-A (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

Educational Service Providers

Member Kelley moved, Member Hoffman seconded, approval of the list of Educational Service Providers for Fiscal Year 2005-06, as outlined in Exhibit X-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Chair Stone noted that this list is received annually.

Member Hill noted that it would be useful to identify those who had been approved last year, so they could see if there was a significant turnover. Chair Stone noted that the information will be included in the future. In response to Member Hill, Dr. Skold explained that they are working with a consultant to provide on-campus graduate courses for Harper faculty.

In a voice vote, the motion carried.

Resolution to Approve Strategic Long-Range Plan: 2005-2008

Member Kelley moved, Student Member Hurtubise seconded, approval of the Strategic Long-Range Plan: 2005-2008, as outlined in Exhibit X-C (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In response to Member Gillette, Vice President Colleen Murphy explained that the Office of Research does look at all the graduation rates of the high school districts and all of their enrollment projections in figuring Harper's enrollment projections. Member Gillette suggested they include that information in the Strategic Long-Range Plan. Vice President Murphy stated they could do that.

Member Hoffman commended Dr. Breuder and his staff for the terrific plan and the process involved. Member Hill affirmed that it is a very powerful process. Unlike many plans, this one is linked tightly to the annual business plan.

In a voice vote, the motion carried.

Reauthorization to Pursue Changing Illinois Law to Allow the College to Offer a Pilot Program to Grant Selected Baccalaureate Degrees

Member Hill moved, Member Hoffman seconded, that the administration of Harper College re-authorize an amount not to exceed \$36,500 to collaborate with other interested parties to pursue changing Illinois law to allow the College to offer a pilot program to grant selected baccalaureate degrees in career and applied programs if the following conditions are met:

- The programs are consistent with the existing Board Policy, that is, new programs of study must be approved by the Board of Trustees prior to submission for approval by the Illinois Community College Board,
- A community need is identified and documented;
- Nearby public four-year universities:
 - Have no interest in offering a similar program, or
 - Cannot increase current program capacity, or
 - Current programs do not meet industry demand;
- Harper has the expertise, resources and interest to offer a quality program;
- The pilot program can be self-supporting through tuition and private donations. **No local property tax revenue or state funding would be expected or required for direct program expenses**, and
- The Administration has considered existing and new partnerships with other appropriate colleges and universities prior to recommending the College offer its own baccalaureate degree, as outlined in Exhibit X-D

(attached to the minutes in the Board of Trustees' Official Book of Minutes).

Chair Stone noted that each Board member would be given the opportunity to speak one at a time.

Member Gillette read the following prepared statement:

"Harper asking for change in State Law is a slippery slope. If Illinois allowed it, could your high school offer six years with the last two providing associate degrees at a lower price than Illinois community colleges without an increase in property tax rate or public funding? We all know the answer. It couldn't be done, even in very limited fields. Most can hardly meet their four-year needs with existing funding. Answer the following question: 'How can Harper sustain bachelor's degrees at a lower price than state universities without additional property tax or public funding?' It can't. No one can offer more or new services without more or new money. What community colleges can do is spread their existing property tax, state funding and Foundation aid across all four years. This reduces financial support for year one and year two students, and their tuition must increase. This violates the community college's prime mission. Enrollment would then be limited to those who have financial means. If the quality of education is sustained, demand for education at a lower price than state universities will exceed community college capacity and students will have to compete for available space. This may equate to success in higher education terms, but it is also the end of open, affordable higher education for those who need it most. Is this change in higher education in Illinois' best interest, or is it a slippery slope we should avoid until it is fully charted? Illinois should not start down this path if we do not know where it will lead. Recognizing the seriousness and complexity of this issue, the Illinois Community College Board and the Illinois Board of Higher Education have implemented a study. Moreover, the Illinois Community College Trustees Association and the Illinois Community College President's Association have both gone on record as being against any change in Illinois law regarding this issue until the study is complete. It has been stated that Harper is acting to help end the nursing shortage in Illinois. If Harper avoided thousands of the envisioned BS RN degrees, there would be no change in the number of nurses in Illinois. To reduce the nursing shortage, new nurses are required. Harper now turns away over 120 qualified in-district nursing candidates each year. If Harper has the expertise, resources, and intent to award BS RNs, it first has the

obligation to expand its ASN program, because it is a prime mission. If Harper is to provide access to adult working students, it also should implement a part-time ASN program available to them in evenings and on the weekends." He asked Board members to table the item until the study by the State is complete. He noted that every president at that meeting voted in that position, and every community college but Harper voted for the resolution of the Trustees Association.

Member Murphy explained that he shared the common goal of providing access; however, he disagrees with the vehicle to provide the access. He feels that the best vehicle is partnerships. The College has an opportunity to meet the needs of the people through partnerships more easily and efficiently than if it tries to do it on its own. He added that the baccalaureate initiative taken up to this point has distracted the College from the opportunity to formulate more partnerships. NIU offers nursing in the district now. If there is a way it can be done better between NIU and Harper College on Harper's campus, he feels they should figure out how to do that and get it done. The focus should be on getting more two-year nurses into the system and not turn so many away. Member Murphy added that Harper currently has an agreement with Franklin College to complete a technology degree without ever leaving Harper. There are other universities out there, as well. The two areas that the community has suggested interest can be satisfied through partnerships, and that is where the effort should be placed, as opposed to pursuing the baccalaureate degree.

Member Kelley stated that he thinks the entire Board feels strongly about encouraging the administration to vigorously pursue the 2+2, 3+1, collaborative opportunities with four-year institutions. They have been doing an exceptional job with that. A personal friend of his has expressed interest in the possibility of pursuing her four-year degree at Harper College. When speaking with people from Alexian Brothers and Northwest Community Hospital, he finds they are very much supportive of four-year degrees in nursing being offered at Harper College. They recognize the need. Member Kelley pointed out that community colleges offering four-year degrees is a national trend. The number of states allowing this has gone from eight to thirteen since he has been on the Board.

Member Kelley stated that Harper needs to spend some time with the ICCTA and the ICCB letting them know the benefits

of this program, so they have a full picture as the task force pursues its charter and comes back with its recommendation. He feels the best people to lead the charge are Dr. Breuder and Vice President Sheila Quirk. He is in favor of Harper funding this modest amount.

Member Hill stated that he feels the Board is speaking about this topic in the wrong context. He recommended everyone read a challenging book called, "Flat World," which talks about the fact that since the year 2000, almost two billion new knowledge workers have been added effectively to the competitive world. Chinese, Indian, Indonesian and Philippine people are all a half-second away from us on the Web. Radiology reports are being read in Bangalore, generated at Northwest Community Hospital. There is a major problem in terms of the United States retaining its educational advantage over these emerging knowledge-based cultures. He added that he has spent quite a bit of time and money studying international educational patterns, set up the International Comparative Education Institute in the early 1990s, and has been watching this problem for the last 15 years. More higher education people are going through community colleges in Illinois than the other colleges. Member Hill added that college is getting incredibly more expensive, and salaries of the American people have not gone up that much. Families cannot afford the increasing costs of a four-year degree. The community college is becoming ever more critical in a world of ever-greater knowledge competition. This community college was set up in 1965 as a new experiment, a fantastically important experiment, and it was not frozen in its original conception. Thirteen states have already seen the power of what Harper is trying to do to bring this issue to the State of Illinois. It is tough to be a leader because there is going to be friction. Just the fact that a study is underway is very important; it would never have happened if Harper had not taken the lead. This is not something that is going to be won in a year or two. Member Hill concluded that he is proud to be a Trustee on the Board - Harper is a leading institution in this State, and he is very strongly in favor of this initiative.

Chair Stone stated for the record that she had a lengthy conversation with Trustee Graft who asked her to express that he strongly supports Harper College moving forward with the baccalaureate initiative. He wanted his feelings known on this issue, although he could not be at the meeting in person to cast his vote.

Chair Stone stated that she has been with Dr. Breuder on this issue from the beginning. She added that, as in business, if there is value, you have got to move forward; you cannot stand still or you will move backward. She enthusiastically supports the initiative. If nothing else, it will cause everyone in the State to look at educational choices differently.

Dr. Breuder stated that Member Hill reaffirmed for him that community colleges have not remained static for the past 103 years. What William Rainey Harper created and the concept for Joliet Junior College - how it was portrayed and sold and how it operated over 100 years ago - is dramatically different than it is today. They have seen the dynamic transformation of community colleges as they have sought to mirror the community that created them. This new "transformation" with regard to baccalaureate degrees is not changing the mission or altering the mission, it is simply adjusting it, expanding it to accommodate the interests of the people.

He noted that after the survey data was presented to the Board, an approach was crafted that was incredibly unique and acceptable to most, in the sense that it provided absolutely no risk. The pilot program would have a sunset clause for two programs - nursing and technology management, and that could certainly change with the demand of the community. They crafted an initiative that said it would be totally self-supporting for four years, would require no money from the State, would have no impact on the local taxpayer, and would sunset out if the legislature did not see this as a valuable alternative to conventional instructional technology and technique. Concerns and criticisms were answered. Dr. Breuder noted that whenever one affects change in an environment, resistance is bound to materialize and it is often predicated on lack of information, misinformation, or people who want to hold onto the past. To remain static and hold onto the past is doomed to failure long-term. He feels that Harper should be one of those institutions that pushes out front, leads the way and forces a discussion or a debate on this particular issue.

With regard to comments made by Members Gillette and Murphy, Dr. Breuder explained that, at no point have they ever said that the baccalaureate initiative, if and when it ever became permanent, would go without state subsidy. In the final analysis, if a baccalaureate degree went through successfully in a four-year pilot program and the legislature

anointed it by making it law, they would have to understand they would have an obligation to fund it in the same way they fund a baccalaureate degree at NIU. In order to consider it, examine it and open it up, it had to be palatable in the best possible way - asking for no money from the State or the taxpayer. The pilot would have to be self-funded, but once it goes into full implementation, it would require State support.

With regard to the idea that offering baccalaureate degrees would adversely impact the traditional community college student financially, Dr. Breuder noted that they would make sure to keep the pilot initiative separate and distinct from the rest of the business of the institution, so that the Board can look at that at any time and clearly see budgetary numbers.

Dr. Breuder explained that a statewide study is being done right now, and Harper prompted that. It is forcing people to deal with an issue that is on the national scene. As they engage in these deliberations, he feels that, in the final analysis, they will come to the conclusion that community colleges offering baccalaureate degrees on a selected and controlled basis, is a valid approach offering access to people who otherwise would not be able to earn the baccalaureate degree. It would not supplant or move out another alternative partnership. It is simply one more alternative for people who cannot access conventional, traditional programs. It may not be the primary one, it may not be the most desirable one, but the fact that it is in 12 or 13 states and gaining momentum argues that it is a valid alternative, one that should be recognized and acknowledged.

With regard to nursing students being turned away from Harper College, Dr. Breuder explained that he has recently met with leadership in nursing and Vice President Skold to discuss how Harper is going to further accept students into the nursing program and grow that enrollment even larger, now that they are accustomed to working in Avanté and have the pleasure of facilities that will accommodate growth.

Dr. Breuder distributed a handout entitled, "Bachelor's Degree in Nursing Option Offered by Harper College with the University of Wisconsin Green Bay." The deal was just made this week for the University of Wisconsin (UofW) to come into Harper and offer the bachelor's degree in nursing, vis-à-vis the 90/30 concept - Harper will teach the 30 credit hours in the junior year and the UofW will, by distance learning, be able to offer locals the opportunity to offer the

baccalaureate degree. That program joins in with Franklin University and with Indiana University. He added that, if he thought for a moment that UofW's program would completely satisfy the need for nurses in Harper's district, he would say that they need not consider a bachelor's degree in nursing. He does not believe in the end that it will satiate the need of the local providers. He reiterated that they take seriously the Board's directive to go out and continue to identify and develop partnerships. It does not replace our desire to be able to offer our own if, in fact, certain circumstances would require that.

Dr. Breuder explained that NIU presents a real challenge for him personally. In the process of selling this concept in Springfield, on more than one occasion, he was put back by comments made by people from NIU as they spoke poorly of the quality of education offered at community colleges. He heard them suggest that the quality of Harper students in the nursing program and the quality of our nursing program are not equal to what they offer. He finds that to be incredulous, given the fact that Harper students have to pass the same standards as theirs. He noted that the lobbyist for NIU went to Senator Wendell Jones lobbying against Senate Bill 131, and when Senator Jones asked him why the university is so opposed to the Bill, the lobbyist responded that it is because they "know they are going to be successful." In the end, the pushback from this is about change for some people, but it is mostly about money - what happens to the dollar in Springfield and who gets it.

Dr. Breuder explained that they had strong legislative support from within the district (only one of their 23 or 24 elected representatives in Springfield was not in favor of this). He noted that they are aware of the opposition of the ICCB, IBHE and the university community. He was disheartened when he knew this year they would only get as far as the Rules Committee of the Senate. Although Presidents down there stood up and signaled that they did not support it, he had a half dozen call him and say they do support it, but they cannot "come out of the grass" at the moment, because they would be in hot water at their own institution. Dr. Breuder explained that, less than 24 hours after an article appeared in the *Daily Herald* noting that Senate Bill 131 was not going to move out of the Rules Committee, three random people from the community approached him and encouraged him to continue to pursue baccalaureate degrees at Harper College. It affirmed what the statistics showed on multiple occasions - people in this

district want that as an alternative. He reiterated that Harper College will never "convert" into a four-year institution, and they do not want to do that. However, offering alternatives to give people access, to meet local needs, to contribute to quality of life, to foster economic development is the right thing to do.

In response to Member Murphy's question regarding a possible 2+2 partnership with NIU, Dr. Breuder stated he would not be in support of it, because he does not feel it would be in the best interest of Harper College. Member Hill noted that there has been an unquestionable liaison between NIU and Rock Valley for years. They have been in a partnership, and they do things together that they do not offer in equal terms to any other community college. It is a false parallel. Chair Stone noted that this type of discussion would be best handled in an educational session or as a topic for a Board retreat, which is an open session. She felt the Board was getting off track.

Member Murphy noted that not all change is progress.

Member Gillette noted that Pennsylvania has been listed incorrectly as a state that allows community colleges to offer baccalaureate degrees.

There was discussion regarding a program that is no longer being offered at Harper College through Southern Illinois University (SIU). Chair Stone asked that the Board be provided with more information. Sheryl Otto noted she will provide information regarding the history of the ELT program - management and technology. It was noted that SIU chose not to move in the direction of offering capstone programs at Harper College.

Upon roll call, the vote was as follows:

Ayes: Members Hill, Hoffman, Kelley and Stone
Nays: Members Gillette and Murphy

Motion carried. Student Member Hurtubise voted aye.

Preliminary Budget
for Fiscal Year
2005-2006

Member Gillette moved, Member Hill seconded, acceptance of the preliminary budget as presented and authorization for the administration to begin spending from the budget as presented, as outlined in Exhibit X-E (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Chair Stone asked Board members to review the preliminary budget and forward comments or questions to Dr. Breuder as soon as possible. The final budget will be brought back to the Board for approval at the August 30 Board meeting.

Member Gillette asked the administration if the Board could view the budget without the Higgins (HPC) building being included. He wants to see the loss in dollars and the utilization separately, and compare what the budget would be without the building.

Dr. Breuder explained that the HPC has a specific use; it has functionality and offers accessibility. Additionally, it is an asset that will continue to appreciate. It was noted that there is no land left in Schaumburg. They have heard from certain students (cohort groups, especially) that they do not want to come to Harper's campus. Studies have shown that these students work in the Schaumburg/Hoffman Estates area and do not want to commute after work for any length of time. Laurie Dietz was asked to provide a report on the 650 Higgins property showing five years. Member Hill asked that they be sure to include the appreciation factor in the report. Chair Stone asked Dr. Breuder to follow up with providing the information on the HPC building.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Hurtubise voted aye.

Resolution to Establish
the 2005-06 Budget
Hearing Date

Member Kelley moved, Member Murphy seconded, adoption of the resolution providing for the annual Budget Hearing and the required public notice, as outlined in Exhibit X-F (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

Selection of Engineer
for Fire Alarm Project

Member Murphy moved, Member Hill seconded, to retain the firm of Gage-Babcock and Associates for the design of a new fire protection system for Harper College at a flat fee of \$90,000 including reimbursables and authorization of the President to sign the contract upon final review of the College Attorney, as outlined in Exhibit X-G

(attached to the minutes in the Board of Trustees' Official Book of Minutes).

In response to Member Hoffman, Jim Ma stated that he put the \$1M budget together based on square footage, and it includes both construction management and engineering costs. In response to Member Hoffman, it was noted that Harper did get three local referrals. Bob Getz explained the wording in the document reflects 90 percent of the \$1M dollar contract (\$90,000).

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Hurtubise voted aye.

Administrative Employment Contracts

Member Gillette moved, Member Hoffman seconded, approval of the sum of \$429,862 for adjustments in salaries and fringe benefits, and authorization for the Board Chair and Secretary to execute the Administrative Employment Contracts on behalf of the Board of Trustees for the 2005/2006 fiscal year, as outlined in Revised Exhibit X-H (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Chair Stone noted that the change in Exhibit X-H is for clarification purposes only.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Hurtubise voted aye

Increase in Salaries and Fringe Benefit Expenses for the Classified Staff/ Food Service and Supervisory/Confidential Employees for 2005/2006

Member Gillette moved, Member Kelley seconded, approval of the sum of \$972,931 to implement the increase in salaries and fringe benefit expenses for the Classified, Food Service and Supervisory/Confidential employees effective July 1, 2005, as outlined in Exhibit X-I (attached to the minutes in the Board of Trustees' Official Book of Minutes).

It was noted that this action is a completion of a promise. Going forward, it is going to be extremely difficult to continue

with the same percentage salary increases. This is the culmination of one phase and the beginning of a new phase.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Hurtubise voted aye

Consulting Service
Contract for Northwest
Suburban Education
to Careers
Partnership

Member Hill moved, Member Kelley seconded, approval of the consulting contract of Ms. Karen E. Johnson and authorization for the Northwest Suburban Education to Careers Partnership to sign the contract after review by attorneys, as outlined in Exhibit X-J (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In response to Member Hill, Dr. Breuder stated that this is for an interim appointment for one year only. In response to Member Gillette's question regarding liability insurance, Julie Hennig stated that Karen E. Johnson will not be a "Harper employee" but an independent contractor. In addition, she will not even be on Harper's site. Member Gillette suggested they ask the attorneys where Harper's liability is with respect to being named in a suit after they hire the contractor. It was reiterated that the contract would not be signed until after attorney review.

Upon roll call, the vote was as follows:

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

Motion carried. Student Member Hurtubise voted aye

ANNOUNCEMENTS BY
CHAIR

Communications

There were no communications.

Calendar Dates

Calendar dates are printed on the Agenda for Board information. Chair Stone called attention to the August Board meeting date; it has been changed to August 30.

OTHER BUSINESS

There was no other business.

EXECUTIVE SESSION

Member Kelley moved, Student Member Hurtubise seconded, that the meeting adjourn into executive session to discuss personnel issues and collective bargaining issues.

In a voice vote, the motion carried at 9:38 p.m. Following a short break, the executive session began at 9:48 p.m.

Following executive session, the Board reconvened the Regular meeting at 10:31 p.m.

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

In a voice vote, the motion carried at 10:32 p.m.

Chair

Secretary

BOARD REQUESTS

JUNE 23, 2005 REGULAR BOARD MEETING

1. Dr. Breuder alerted Dr. Skold that the Board wants to learn more about the nursing program.
2. With regard to the list of Educational Service Providers, Member Hill noted that it would be useful to identify those who had been approved last year, so they could see if there was a significant turnover. Chair Stone noted that the information will be included in the future.
3. In response to Member Gillette, Vice President Colleen Murphy explained that the Office of Research does look at all the graduation rates of the high school districts and all of their enrollment projections in figuring Harper's enrollment projections. Member Gillette suggested they include that information in the Strategic Long-Range Plan. Vice President Murphy stated they could do that.
4. There was discussion regarding a program that is no longer being offered at Harper College through Southern Illinois University (SIU). Chair Stone asked that the Board be provided with more information. Sheryl Otto noted she will provide information regarding the history of the ELT program - management and technology.
5. Laurie Dietz was asked to provide a report on the 650 Higgins property showing five years. Member Hill asked that they be sure to include the appreciation factor in the report. Chair Stone asked Dr. Breuder to follow up with providing the information on the HPC building.
6. Member Gillette suggested they ask the attorneys where Harper's liability is with respect to being named in a suit after they hire the contractor.

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
PALATINE, ILLINOIS 60067

FUND EXPENDITURES TO BE APPROVED

I.	BILLS PAYABLE	
	Operating Fund	\$ 3,198,848.78
	Tuition Refunds	\$ 141,366.99
II.	PAYROLL	
	06/24/2005	\$ 2,453,614.59
	07/08/2005	2,472,231.52
III.	ESTIMATED PAYROLL	
	07/22/2005	\$ 2,462,923.05

WILLIAM RAINEY HARPER COLLEGE

BOARD MEETING

July 26, 2005

SUMMARY OF BIDS

- Exhibit IX – A.3.a The administration recommends that the Board award Q00429 for the purchase and installation of 700 Avaya (formerly Octel) Mailbox licenses to Maron Structure Technologies, the low bidder, in the amount of \$15,680.50.
- Exhibit IX – A.3.b The administration recommends that the Board award bid request Q00428 for asphalt sidewalk installation for ADA access to the athletic fields at the southwest corner of the campus to Prime Construction, Inc., the low bidder, in the amount of \$91,400, a contingency of not to exceed \$9,140, architect's fees in the amount of \$6,855 and reimbursables in the amount of \$500 for a total of \$107,895.
- Exhibit IX – A.3.c The administration recommends that the Board award Q00430 for a maintenance agreement for UNIX hardware and operating system software to Atlantic Tech Services, the low bidder meeting specifications, in the amount of \$37,299.00 for the period of August 1, 2005 through July 31, 2006 and approve the option, subject to the discretion of the administration, to renew the agreement for one additional year at the same or lower cost.
- Exhibit IX – A.3.d The administration recommends that the Board award Q00431 to Kraft Paper Sales, the low bidder for standard size roll toilet tissue, junior jumbo roll toilet tissue, jumbo roll toilet tissue, multifold paper towels and roll paper towels, in the amount of \$67,000.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00429 for the purchase and installation of 700 Avaya (formerly Octel) Mailbox licenses as requested by Information Technology/Technical Services.

II. BUDGET STATUS

Funds in the amount of \$15,680.50 will be provided in the 2005/06 Operations and Maintenance Fund budget, under account number 0295-256-575. This request is included in the \$359,800 budgeted for Technical Services for Telephone & Telecommunication support.

III. INFORMATION

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

Maron Structure Technologies	\$15,680.50
CCC Technologies, Inc.	16,464.00
G.E.E! Communications	18,500.00
Technology Solutions Group, Inc.	25,088.00

The addition of 700 mailbox licenses to the Avaya Voice Mail System will enable the College to provide adjunct faculty with the same voice messaging services as those of full-time faculty and staff.

IV. RECOMMENDATION

The administration recommends that the Board award Q00429 for the purchase and installation of 700 Avaya (formerly Octel) Mailbox licenses to Maron Structure Technologies, the low bidder, in the amount of \$15,680.50.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00428 for asphalt sidewalk installation for ADA access to the athletic fields at the southwest corner of the campus as requested by Administrative Services.

II. BUDGET STATUS

Funds in the amount of \$107,895 will be provided in the 2005/06 Operations and Maintenance Restricted Fund budget, under account numbers 0392-039-533.00-9094 and 0392-039-582.00-9094. The original budget for this project was \$91,400. The additional \$16,495 needed for the project will come from the fund balance of the Life Safety account.

III. INFORMATION

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

Prime Construction, Inc.	\$ 91,400
Professional Maintenance, Inc.	99,954
R&W Clark Construction, Inc.	102,000

This Life Safety project for providing ADA access to the athletic fields at the southwest corner of the campus was approved by the Board of Trustees on September 28, 2004. The project was originally on a list of College-identified areas not in compliance of the ADA Law when the law was originally passed. It will be the last project on that list to be accomplished.

The original scope of work for this project was to provide ADA access from Lot 12 to the baseball field, tennis courts and football/soccer field. When the funds were received and the approval to proceed was provided, the area was walked with the users. It was then determined that the best solution is to provide a walkway with access from Lot 1 to the baseball field and the football/soccer field and a separate access from Lot 13 to the tennis courts. The original estimate called for 500 linear feet of concrete. The bid request went out requiring 1,000 linear feet of asphalt. The low bid with contingency, reimbursables and architects fees exceeds the budget by \$16,495 but provides much more convenient ADA access to the sites.

When this project is complete there will be ADA access for students, staff and faculty involved with athletics and for spectators who wish to attend events at the identified locations. This request is for the base bid in the amount of \$91,400, a contingency of not to exceed \$9,140, architect's fees in the amount of \$6,855 and reimbursables in the amount of \$500 for a total of \$107,895.

IV. RECOMMENDATION

The administration recommends that the Board award bid request Q00428 for asphalt sidewalk installation for ADA access to the athletic fields at the southwest corner of the campus to Prime Construction, Inc., the low bidder, in the amount of \$91,400, a contingency of not to exceed \$9,140, architect's fees in the amount of \$6,855 and reimbursables in the amount of \$500 for a total of \$107,895.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00430 for a maintenance agreement for UNIX hardware and operating system software as requested by Information Technology/Technical Services.

II. BUDGET STATUS

Funds in the amount of \$37,299.00 will be provided in the 2005/06 Operations & Maintenance Fund budget, under account number 0295-256-534. This is part of the \$364,597.00 budgeted for Technical Services maintenance.

III. INFORMATION

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

Datagate, Inc.	\$36,274.64
Atlantic Tech Services	37,299.00
Vaske Computer Solutions	43,188.00

Issuance of a purchase order to Hewlett Packard Corporation (HP) in the amount of \$64,886.08 for renewal of a maintenance agreement for UNIX hardware and software for new systems supporting the ERP and Portal systems was approved by Board action June 23, 2005. As explained at that time, HP is no longer providing support for several older HP UNIX servers that are still supporting the current Regent ERP system. Bids were solicited from third party providers for continued support of the older HP UNIX servers during the transition to the new Oracle ERP system.

The bid from Datagate, Inc. does not meet bid specifications because it does not include “phone home” support. This support enables the covered systems to proactively inform the vendor of a critical hardware failure and shortens response time to repair the failure.

This request is for a one year contract from August 1, 2005 through July 31, 2006 with an option, subject to the discretion of the administration, to renew the agreement for one additional year at the same or lower cost.

IV. RECOMMENDATION

The administration recommends that the Board award Q00430 for a maintenance agreement for UNIX hardware and operating system software to Atlantic Tech Services, the low bidder meeting specifications, in the amount of \$37,299.00 for the period of August 1, 2005 through July 31, 2006 and approve the option, subject to the discretion of the administration, to renew the agreement for one additional year at the same or lower cost.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00431 for standard size roll toilet tissue, junior jumbo roll toilet tissue, jumbo roll toilet tissue, multifold paper towels and roll paper towels as requested by Physical Plant for the Custodial department.

II. BUDGET STATUS

Funds in the amount of \$67,000 are provided in the 2005/06 Operations and Maintenance Fund budget, under account number 0272-064-544.03. This is part of the \$98,000 budgeted for Custodial Supplies.

III. INFORMATION

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

Kraft Paper Sales Co. Inc.	\$67,000
Inlander Brothers	69,545
Unisource Worldwide, Inc.	73,940

The bid request was for quantities estimated to be needed for fiscal year 2005/06. Because of plumbing problems the College has standardized on a product that is known not to clog the plumbing. Alternates were not accepted.

IV. RECOMMENDATION

The administration recommends that the Board award Q00431 to Kraft Paper Sales, the low bidder for standard size roll toilet tissue, junior jumbo roll toilet tissue, jumbo roll toilet tissue, multifold paper towels and roll paper towels, in the amount of \$67,000.

WILLIAM RAINEY HARPER COLLEGE

BOARD MEETING

July 26, 2005

SUMMARY OF PURCHASE ORDERS

- Exhibit IX – A.4.a The administration recommends that the Board approve issuance of a purchase order designating EBSCO Subscription Services as the Library periodicals subscription agent for the period of July 1, 2005 through June 30, 2006 in an amount not to exceed \$64,515.73.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the issuance of a purchase order designating EBSCO Subscription Services as the Library periodicals subscription agent for the period of July 1, 2005 through June 30, 2006 as requested by Library Services.

II. BUDGET STATUS

Funds in the amount of \$64,515.73 will be provided in the 2005/06 Education Fund budget, under account number 0121-024-546.10. This is part of the \$162,485 budgeted for microforms, newspapers, print and online indexes, serial continuations and print and online periodical subscriptions.

III. INFORMATION

Subscription costs for periodicals are set by publishers and would be the same no matter which subscription agent is used. By using a periodicals subscription agent, the College saves an average of 50 percent per title, and saves the processing cost of approximately \$30.00 per purchase order.

In choosing a subscription agent, Library staff considers the following:

1. Whether the vendor addresses the needs of an academic library, both general and specialized.
2. The number of titles to which the vendor provides access.
3. The vendor's fees.

4. The vendor's reputation and longevity of service.
5. The quality of customer service.

Because of the ongoing subscription process involved with periodicals, the quality of the vendor that manages the ordering, delivery and claiming is of great importance.

EBSCO has been the Library periodicals subscription agent for the College for 23 years. During this time they have provided reliable, efficient and economical service.

Of the currently existing periodical subscription service agencies, EBSCO continues to provide the best combination of title availability, pricing and customer services.

As one of the largest periodical agents in the United States, EBSCO is able to provide the academic journals and magazines, including foreign publications, required to support the curriculum at Harper College. They also provide a "periodicals bank" which assists in obtaining missing issues at no cost. They continue to work with Endeavor Voyager, the library automation company used by the College, on an EDI interface. The EBSCO electronic ordering and claiming functions are compatible with Voyager.

This recommendation is to issue a purchase order to EBSCO Subscription Services in the amount of \$62,515.24 for the subscriptions and a \$2,000.49 service charge, resulting in an amount not to exceed \$64,515.73 for the period of July 1, 2005 through June 30, 2006.

The overall amount of \$64,515.73 is \$197.60, or .3 percent, more than the 2004/05 amount of \$64,318.13. The increase is primarily the result of higher periodical subscription prices offset by continued evaluation and reconsideration of specific titles whose content becomes available electronically and those titles no longer required to support the curriculum. EBSCO's service charge remains the same at 3.2 percent.

This purchase complies with State Statute and Board Policy.

IV. RECOMMENDATION

The administration recommends that the Board approve issuance of a purchase order designating EBSCO Subscription Services as the Library periodicals subscription agent for the period of July 1, 2005 through June 30, 2006 in an amount not to exceed \$64,515.73.

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 Professional/Technical Appointments.

B. Ratification of Classified Staff Appointments.

C. Ratification of Professional/Technical Incentive Compensation.

D. Ratification of Supervisory/Confidential Incentive Compensation.

E. Ratification of Professional/Technical Resignations.

F. Ratification of Classified Staff Resignations.

IV. RECOMMENDATION

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

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

First Reading to the Board of Trustees Policy Manual - Confidential Reporting Policy

II. REASON FOR CONSIDERATION

New Board Policy required approval of the Board of Trustees and requires two readings prior to adoption.

III. BACKGROUND INFORMATION

The Board adopted new audit policies in February, 2005 to mirror some of the Sarbanes-Oxley provisions. Those new policies require a confidential reporting policy and system be developed. In developing the Board policy, the administration wanted to expand the confidential reporting mechanism to cover any wrongdoing. This includes violations of financial standards, ethics, workplace violence, sexual harassment, discrimination or any other policy where this type of reporting may be appropriate.

The administration is reviewing a number of online confidential reporting systems and will select the one that best meets the College needs. Many of these systems allow either confidential or non-confidential reporting, so they may also be used to process such things as union grievances in a standardized fashion.

The Confidential Reporting Policy has been reviewed by the College attorney.

IV. RECOMMENDATION

A new Board policy on Confidential Reporting Policy is presented for a first reading by the Board of Trustees.

WILLIAM RAINEY HARPER COLLEGE

POLICY STATEMENT

Title: Confidential Reporting Policy

No. 13.06.00

Approved:

Revised:

Confidential Reporting of Wrongdoing

Harper College is committed to the highest ethical standards and conducting its operations in compliance with federal laws and regulations. To ensure that this standard of performance is achieved and maintained, a mechanism for confidential anonymous reporting of perceived wrongdoing is provided. This policy allows persons to disclose allegations of internal wrongdoing. Wrongdoing may include, but is not limited to:

- Crimes, or violations of the law or governmental regulations
- Fraud or financial irregularity
- Improper use of College funds, property or assets
- Corruption, bribery or blackmail
- Endangering the health or safety of an individual
- Harming College property
- Abuse of students, staff, patrons, College guests, or visitors
- Other unethical conduct.

The College will not tolerate any harassment or victimization of reporters and will take appropriate action to protect reporters who raise concerns in good faith.

CONFIDENTIAL REPORTING PROCEDURE

- Any employee (reporter) who suspects the existence of “wrongdoing” as defined by the Confidential Reporting Policy, may anonymously report this alleged “wrongdoing” via the College’s internet-based confidential reporting system, _____ .com.
- Reporters are invited to give the background and history of the concern (giving relevant dates) and the reason why he/she is particularly concerned about the situation.
- The reporter’s concern will be referred to the appropriate College appointee for investigation and resolution.
- Follow-up may also be done anonymously through the internet. If any meeting with the reporter is required for the investigation, the reporter may be accompanied by a union representative or a workplace colleague. If desired by the reporter, the meeting may occur off site.
- Although a reporter is not expected to prove beyond doubt the truth of an allegation, the reporter should demonstrate to the person contacted that there are reasonable grounds for the concern. The reporter should disclose all known facts, evidence and suspicions to enable as full an investigation and evaluation as possible to be undertaken.
- All reports of alleged wrongdoing will be treated in confidence and every effort will be made not to reveal the reporter’s identity if the reporter chooses to be anonymous.
- Repercussion for reporting of legitimate concerns will not be tolerated by the College.
- If a reporter makes an allegation in good faith, but it is not confirmed by the investigation, no action will be taken against the reporter. However, disciplinary action may be taken against reporters who make allegations frivolously, maliciously or merely for personal gain.
- The College will respond to reports through the confidential reporting system or other means as requested by the reporter within a reasonable time.
- Where appropriate, the matters raised may be investigated by management or through the disciplinary process; be referred to the police;

be referred to the external auditor or other outside professional for an independent inquiry. Where there is evidence of criminal activity, the police will be informed.

- Subject to legal constraints, the College will inform reporters of the outcome of any investigation.
- The Vice President for Administrative Services has overall responsibility for the maintenance and operation of this policy. He/she will maintain a record of concerns raised and the outcomes and will submit full reports on a periodic basis to the President and Board of Trustees. Where the complaint involves the Vice President of Administrative Services or his/her immediate staff, the reporter may instead submit a report to the President.

WILLIAM RAINEY HARPER COLLEGE
Schedule of Investments
As of June 30, 2005

Exhibit IX-B.1
July 26, 2005

<u>Depository or Instrument</u>	<u>Date Purchased</u>	<u>Date of Maturity</u>	<u>Term (Days)</u>	<u>Rate (%)</u>	<u>Earnings to Maturity</u>	<u>Principal Invested @ 6/30/2005</u>	<u>Market Value</u>
<u>Certificates of Deposits</u>							
Northern Trust	06/23/04	07/06/05	378	2.25	34,767.12	1,500,000.00	
Harris Bank	07/21/04	07/20/05	364	2.32	34,995.82	1,500,000.00	
Harris Bank	08/16/04	08/03/05	352	2.37	23,088.73	1,000,000.00	
Harris Bank	12/08/04	08/18/05	253	2.70	30,395.53	1,500,000.00	
PMA/Texas Bank	03/01/04	09/01/05	549	2.05	46,662.11	1,500,000.00	
PMA/Associated Bank	06/08/05	09/06/05	90	3.26	20,115.56	2,500,000.00	
PMA/Oakbrook Bank	06/08/05	09/06/05	90	3.26	4,020.07	500,000.00	
PMA/Texas Bank	03/01/04	09/15/05	563	2.05	47,863.61	1,500,000.00	
PMA/First Natl Bank of Oneida	08/30/04	09/29/05	395	2.41	39,290.41	1,500,000.00	
PMA/Village Trust Bank	03/31/05	09/30/05	183	3.32	25,021.17	1,500,000.00	
PMA/Inter Savings Bank	08/30/04	10/13/05	409	2.41	40,724.39	1,500,000.00	
PMA/Oakbrook Bank	06/08/05	10/24/05	138	3.31	18,781.60	1,500,000.00	
Harris Bank	12/08/04	10/27/05	323	2.85	38,914.49	1,500,000.00	
LaSalle Bank	11/10/04	11/10/05	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/Banco Popular NA	01/10/05	11/30/05	324	3.03	26,985.85	1,000,000.00	
Harris Bank	12/08/04	11/30/05	357	2.90	43,069.40	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	11/29/04	11/30/05	366	2.90	32,424.36	4,500,000.00	
PMA/Banco Popular NA	01/10/05	12/08/05	332	3.04	41,623.17	1,500,000.00	
PMA/West Point Bank	01/10/05	12/22/05	346	3.06	40,755.88	1,400,000.00	
PMA/Banco Popular NA	01/10/05	02/02/06	388	3.08	49,457.53	1,500,000.00	
PMA/Citizens Bank of Penn	01/25/05	02/16/06	387	3.12	66,412.00	2,000,000.00	
PMA/Citizens State Bank	01/25/05	03/02/06	401	3.15	69,463.59	2,000,000.00	
PMA/Mercantile Bank of W Mich	01/25/05	03/16/06	415	3.16	72,125.69	2,000,000.00	
PMA/Cole Taylor Bank	03/08/05	03/30/06	387	3.45	55,065.62	1,500,000.00	
PMA/First NB in Howell	03/08/05	04/13/06	401	3.47	57,425.77	1,500,000.00	
PMA/First NB in Howell	03/08/05	04/27/06	415	3.47	59,444.02	1,500,000.00	
PMA/ISB Community Bank	03/17/05	05/11/06	420	3.62	62,751.38	1,500,000.00	
PMA/Leaders Bank	06/09/05	05/31/06	356	3.66	35,853.86	1,000,000.00	
PMA/Corus Bank	06/09/05	05/31/06	356	3.66	71,690.91	2,000,000.00	
PMA/Inter Savings Bank	06/30/05	06/07/06	342	3.75	17,632.11	500,000.00	
PMA/Bank of Elk River	06/30/05	06/07/06	342	3.75	35,264.21	1,000,000.00	

PMA/Inter Savings Bank	06/30/05	06/21/06	356	3.75	55,069.50	1,500,000.00	
Harris Bank	02/28/05	08/31/06	549	3.60	222,551.80	4,000,000.00	
PMA/Morton Community Bank	03/17/05	09/14/06	546	3.86	87,514.98	1,500,000.00	
PMA/Southern New Hampshire	11/04/04	11/09/06	735	2.91	89,448.59	1,500,000.00	
PMA/Corus Bank	11/04/04	11/09/06	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: 3.06					63,400,000.00	63,400,000.00 *

Agencies

Fed Home Loan Bank Callable	11/10/04	05/23/06	559	2.87	66,244.79	1,500,000.00	1,484,535.00
FNMA Notes	12/22/04	12/22/06	730	3.50	105,000.00	1,500,000.00	1,488,285.00
FNMA Discount Note	03/31/05	09/16/05	169	3.16	21,933.20	1,500,000.00	1,499,067.00
	Weighted Average: 3.08					4,500,000.00	4,471,887.00

Illinois Funds

Monthly Average

2.88

2,882,267.00

2,882,267.00

TOTALS AS OF:

6/30/2005

\$

70,782,267.00

70,754,154.00

*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

BOARD INFORMATION

I. SUBJECT

Board Committee and Liaison Reports

II. REASON FOR CONSIDERATION

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

III. INFORMATION

There are no liaison reports this month.

WILLIAM RAINEY HARPER COLLEGE

BOARD INFORMATION

I. SUBJECT

Grants and gifts status report.

II. REASON FOR CONSIDERATION

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

III. BACKGROUND INFORMATION

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

HARPER COLLEGE
Listing of
GRANT PROGRAMS
July 1, 2005 – June 30, 2006

NOTE: CHANGES ARE IN BOLD

Reported: July 26, 2005

GRANT NAME DIVISION/DEPARTMENT MANAGER	BRIEF DESCRIPTION	FUNDING SOURCE AWARD AMOUNT	DATES STARTS-ENDS
<u>CONTINUATION</u> Northern Illinois Reginal Consortium ETIP Grant Corporate Services C. McClement	Awarded through Employer Training Investment Program (ETIP) Large Company component, grant is to be used to upgrade skills of workers.	DCEO \$306,323	07/01/04 06/01/06
<u>CONTINUATION</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>CONTINUATION</u> “Developing Disability Metrics for Postsecondary Education” Access & Disabilities T. Thompson	Awarded through U of I, Champaign/Urbana (IBHE/HECA) to develop and field test a set of disability metrics. NIU and Harper were granted sub- awards to assist in the development.	IBHE/HECA \$21,250	08/26/04 08/31/05
<u>RENEWAL</u> Business/Industry Workforce Preparation Corporate Services C. McClement	State Allocation Grant to assist with local economic development efforts within Business & Industry Centers.	ICCB \$92,303	07/01/05 06/30/06
<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 \$134,551	07/01/05 06/30/06
<u>RENEWAL</u> Perkins III Career Programs J. Hennig	Career and Technical education	ICCB \$318,978	07/01/05 06/30/06

GRANT NAME DIVISION/DEPARTMENT MANAGER	BRIEF DESCRIPTION	FUNDING SOURCE AWARD AMOUNT	DATES STARTS-ENDS
<u>RENEWAL</u> Program Improvement Grant Career Programs J. Hennig	Supports improvement in career and technical educational programs.	ICCB \$33,076	07/01/05 06/30/06
<u>RENEWAL</u> Disabled Student Project Access & Disability Services T. Thompson	To provide services to students with disabilities.	IDHS \$134,754	07/01/05 06/30/06
<u>RENEWAL</u> Displaced Homemakers Women's Program K. Canfield	Career, educational and personal support for Women's Program participants.	IDOL \$58,410	07/01/05 06/30/06
<u>CARRYOVER</u> Target Hardening – Public Safety Building M Alsup	Provides for securing a complete building against unauthorized access during emergencies as well as periods when the college is closed.	ILEAS \$30,000	05/05/05 12/31/05
<u>EXTENSION</u> Scholarships for Success TMPS/Marketing Services S. Griffith/D. Loprieno	Scholarship assistance to support Math, Science, Engineering & Computer Science students. (Increased by \$20,074)	NSF \$60,000	07/01/04 12/31/05
<u>RENEWAL</u> Midwest Center of Post- Secondary Outreach Access & Disability Services T. Thompson/D. Kevin	Provides technical assistance to A & D Service Programs	USDE/St. Paul Technical \$80,000	07/01/05 06/30/06
<u>EXTENSION</u> COPS Public Safety M. Alsup	Universal Hiring Program Hire 3 full time officers (Original full grant was \$225,000 spread over three years – 08/01/02 – 07/31/05) Given 18 month extension.	USDJ \$49,216	07/01/05 06/30/06
<u>CONTINUATION</u> CSSI (Critical Skill Shortages Initiative – Healthcare Solutions) Partnering for healthcare Systems Solutions Career Program J. Hennig	Harper's Proposal Solutions: Increase Awareness & Access to information; Career & School Readiness; Education & Training Capacity; Student Support System; Career Progression/Advancement; Workplace Environment/Retention	WBMC \$150,000	02-01-05 01-31-06

Total as of July 26, 2005

\$1,514,361

DESCRIPTION OF ABBREVIATIONS

COPS	Community Oriented Policing Services
DCEO	Department of Commerce & Economic Opportunity
HECA	Higher Education Cooperation Act
IBHE	Illinois Board of Higher Education
ICCB	Illinois Community College Board
IDHS	Illinois Department of Human Services
IDOL	Illinois Department of Labor
ILEAS	Illinois Law Enforcement Alarm System
NSF	National Science Foundation
TMPS	Technology, Math & Physical Science
USDE	United States Department of Education
USDJ	United States Department of Justice
WBMC	The Workforce Boards of Metropolitan Chicago

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

Appeal Description	Gift Count	Cash	Pledges/Stocks	In-Kind Gifts	Other	Total
Community Catalyst	1	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
Gala 2005	5	\$13,400.00	\$10,000.00	\$0.00	\$0.00	\$23,400.00
Golf Open 2005	34	\$8,330.00	\$16,000.00	\$1,000.00	\$0.00	\$25,330.00
Memorial	1	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00
Mary Jo Willis Row	2	\$2.30	\$0.00	\$0.00	\$0.00	\$2.30
Personal Solicitation	2	\$0.00	\$21,500.00	\$0.00	\$0.00	\$21,500.00
Proposal	1	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00
Pacesetter Campaign FY06	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Resources for Excellence Employee Campaign FY04	32	\$41.35	\$0.00	\$0.00	\$0.00	\$41.35
Resource for Excellence Campaign FY05	8	\$99.00	\$5,991.49	\$0.00	\$0.00	\$6,090.49
Scholarship Stewardship Reports	1	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00
Stewardship	1	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00
Unsolicited	5	\$370.00	\$0.00	\$2.00	\$0.00	\$372.00
Grand Totals	94	\$34,892.65	\$53,491.49	\$1,002.00	\$0.00	\$89,386.14

Harper College Educational Foundation
Year to Date Fundraising Report (as of 6/30/2005)

Appeal Description	Gift Count	Cash	Pledges/Stocks	In-Kind Gifts	Other	Total
Board Solicited	1	\$95.29	\$0.00	\$0.00	\$0.00	\$95.29
Community Catalyst	1	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
Harper Fashion Show	1	\$25.00	\$0.00	\$0.00	\$0.00	\$25.00
Gala 2005	149	\$84,273.00	\$28,950.00	\$17,536.00	\$0.00	\$130,759.00
Golf Open 2004	1	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
Golf Open 2005	72	\$58,090.00	\$27,000.00	\$1,250.00	\$0.00	\$86,340.00
Harper Symphony Orchestra	4	\$375.00	\$0.00	\$0.00	\$0.00	\$375.00
Harper Quest Celebration Events	30	\$6,367.33	\$74,450.00	\$22,000.00	\$0.00	\$102,817.33
Imaginary Invalid - Director's Circle Event	19	\$2,100.00	\$200.00	\$70.70	\$0.00	\$2,370.70
Major Gifts Campaign	1	\$575.00	\$0.00	\$0.00	\$0.00	\$575.00
May 21st Memorial Event	2	\$500.00	\$250.00	\$0.00	\$0.00	\$750.00
Jim McGuire Golf Open	33	\$2,488.00	\$0.00	\$0.00	\$0.00	\$2,488.00
Memorial	72	\$7,497.00	\$1,125.00	\$0.00	\$0.00	\$8,622.00
Mary Jo Willis Row	2	\$2.30	\$0.00	\$0.00	\$0.00	\$2.30
Margaret Scott	59	\$1,608.22	\$0.00	\$0.00	\$0.00	\$1,608.22
Pacesetter Campaign FY04	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Personal Solicitation	22	\$14,405.00	\$115,000.00	\$600.00	\$250,000.00	\$380,005.00
Planned Giving	1	\$0.00	\$0.00	\$0.00	\$400,000.00	\$400,000.00
Proposal	7	\$14,000.00	\$17,000.00	\$0.00	\$0.00	\$31,000.00
Pacesetter Campaign FY06	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Pacesetter Campaign FY05	37	\$23,457.70	\$7,366.20	\$0.00	\$0.00	\$30,823.90
Resources for Excellence Employee Campaign FY04	172	\$206.35	\$20.00	\$0.00	\$0.00	\$226.35
Resource for Excellence Campaign FY05	397	\$6,130.50	\$39,926.65	\$0.00	\$0.00	\$46,057.15
Jeremy Rifkin Event	15	\$174.00	\$0.00	\$0.00	\$0.00	\$174.00
Scholarship Stewardship Reports	23	\$46,799.00	\$0.00	\$0.00	\$0.00	\$46,799.00
Small Works Reception	9	\$430.00	\$0.00	\$0.00	\$0.00	\$430.00
Special Initiatives	6	\$4,951.42	\$0.00	\$0.00	\$0.00	\$4,951.42
Stewardship	13	\$12,283.00	\$0.00	\$0.00	\$0.00	\$12,283.00
Tradition of Excellence 2003	1	\$520.00	\$0.00	\$0.00	\$0.00	\$520.00
Theatre Seat Campaign	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Unsolicited	30	\$10,220.00	\$0.00	\$4,724.22	\$0.00	\$14,944.22
Wellness Program	1	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00
Calendar Year-End Direct Mail FY05	76	\$14,155.00	\$0.00	\$0.00	\$0.00	\$14,155.00
Grand Totals:	1,260	\$313,928.11	\$311,287.85	\$46,280.92	\$650,000.00	\$1,321,496.88

WILLIAM RAINEY HARPER COLLEGE

BOARD INFORMATION

There are no purchases against consortiums or cooperatives this month.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Disposal of the modular classroom building owned by the College.

II. REASON FOR CONSIDERATION

Under the Illinois Public Community College Act, the Board of Trustees has the authority to sell personal property and must approve the sale or disposal of all such property.

III. BACKGROUND INFORMATION

The modular classroom building on the east side of the campus has been used for overflow class space since early 2000. With the opening of Avanté the College no longer needs to use the modular classroom building. The purchase of the modular classroom building at a cost of \$138,672 was approved by Board action on January 5, 2000. It accommodates four classes and was used heavily before Avanté was opened. At this time the skirting needs to be replaced and the roof needs to be repaired or replaced. Considering the lack of need and the cost of repair, it is most economical to dispose of the building at this time. According to the procedures for disposal of College property, it is recommended that:

- A. A donation is made to a nonprofit institution unable to purchase equipment needed to carry out their missions.
- B. The public be notified, through a public notice in the newspaper, of the intent to accept sealed bids for the remaining personal property. Bids will be accepted from anyone, except the College Board of Trustees.

- C. Items not disposed of by donation or the bid process be advertised as available for sale to the public, except the College Board of Trustees. This can be accomplished either through a direct sale handled by the College or by an auction; whichever best fits the needs of the College.
- D. Items that are left over can be offered for sale to a scrap dealer.
- E. Items not purchased by the scrap dealer be disposed of in the most appropriate manner.

IV. RECOMMENDATION

The administration recommends that the Board approve the disposal of the modular classroom building owned by the College through donation, a sealed bid sale, an open sale or an auction, sale to a scrap dealer, or other appropriate means for disposal of the property.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the approval of an agreement between Harper College and Karnes Music for placement of Yamaha pianos and equipment for the period from September 1, 2005 through August 31, 2006.

II. REASON FOR CONSIDERATION

Since 1997, Karnes Music has provided the Music Department of Harper College with two Yamaha grand pianos, three Yamaha upright pianos, one Yamaha 45" upright piano, and one digital piano. These pianos are used as teaching instruments in full-time faculty offices and as student pianos. This inventory saves the College from having to purchase these instruments and makes sure that our faculty and students have the latest equipment. The agreement identified in this exhibit is a continuation of the relationship between Harper and Karnes Music.

In exchange for these pianos, Karnes Music has held a piano sale event that is open to the public. This three-day sale has been held in Building C's second floor hallway and the rehearsal halls of the second floor of Building C. As enrollments increase and individual music instruction continues to grow, it is no longer feasible to use Building C.

In a separate negotiation with Karnes Music and the College, through its Division of Liberal Arts, an agreement to lease the Performing Arts Center has been struck. This agreement will bring in additional revenue of at least \$4,400.00 to the College.

III. RECOMMENDATION

The Administration recommends the approval of the agreement with Karnes Music and William Rainey Harper College to continue placing Yamaha instruments in the Music Department at no charge to the College and recommends that the Board authorize Dr. Margaret Skold, Vice President for Academic Affairs, as its designee to sign future agreements.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Adjunct Faculty Compensation Schedule for 2005-2006

II. REASON FOR CONSIDERATION

Board Policy Manual 5.1.10D states that the Board of Trustees will establish a separate compensation schedule for adjunct faculty members.

III. BACKGROUND INFORMATION

Adjunct faculty are compensated in accordance with the same schedule used for full-time faculty overload pay.

IV. RECOMMENDATION

It is recommended that the attached salary schedule be adopted for adjunct faculty for the fall 2005, spring 2006, summer 2006.