



Harper College  
1200 West Algonquin Road  
Palatine, Illinois

## **Regular Board Meeting Agenda**

July 31, 2006  
7:00 p.m.

- I. Call to Order**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Presentations**
  - None
- 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 - June 29, 2006 Regular Board Meeting Exhibit IX-A.1
    - 2. Bills Payable, Payroll for June 23, 2006, and July 7, 2006 ;  
Estimated Payroll for July 21, 2006 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: Affiliation Agreement between Harper College Continuing Education and TEC Services Consulting to Provide IT Certification Training Exhibit X-A
- B. RECOMMENDATION: Affiliation Agreement between Harper College Continuing Education and Spherion Pacific Enterprises LLC to Provide Quality Assurance Training Exhibit X-B
- C. RECOMMENDATION: Affiliation Agreement between Harper College Continuing Education and Computer Forensics Investigations, Inc. Exhibit X-C
- D. RECOMMENDATION: Ratification of the 2006-20010 Collective Bargaining Agreement with the Professional/ Technical (PRO/TECH) Union Exhibit X-D
- E. RECOMMENDATION: Ethics Act Resolution Exhibit X-E

**XI. Announcements by the Chair**

- A. Communications
- B. Calendar Dates

**On-Campus Events**

(Note: \* = Required)

- \*August 22 7:00 p.m. - Regular Board Meeting - W214-215
- September 6 5:30 p.m. - Village of Barrington Community Night - Wojcik Conference Center
- \*September 26 7:00 p.m. - Regular Board Meeting - W214-215
- \*October 24 7:00 p.m. - Regular Board Meeting - W214-215

**Off-Campus Events**

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

**XIII. Adjournment**

**Minutes of the Regular Board Meeting and Board Organizational Meeting  
of Tuesday, June 29, 2006**

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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 29, 2006

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 29, 2006 at 7:05 p.m. in the Wojcik Conference Center (Room W214), 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL: Present: Members Gillette, Graft (7:15 p.m. arrival), Hill, Kelley and Stone; Student Member Kudia  
Absent: Members Hoffman and Murphy

Also present: Robert Breuder, President; Joan Kindle, V.P. Student Affairs and Assistant to the President; Cheryl Kisunzu, Associate V.P. Diversity/Organizational Development; Colleen Murphy, V.P. Enrollment and Marketing; David McShane, V.P. Information Technology; Margaret Skold, V.P. Academic Affairs; Catherine Brod, V.P. for Development; Deborah Abbott; Cathy Albergo; Mike Alsup; Mike Barzacchini; Larry Bielawa; Orlando Cabrera; Linda Campbell; Maria Coons; Laura Crane; Janice Cutler; Earl Dowling; Donna Drake; David Dwyer; John Eliasik; Susan Farmer; Robert Getz; Sally Griffith; Vickie Gukenberger; Mia Igyarto; Thea Keshavarzi; Larry Knight; Laura LaBauve; Marcia Litrenta; Jim Ma; Marsha McCormick; Russ Mills; Michael Nejman; Sheryl Otto; Janie Petersen; Tammy Rust; Rich Seiler; Paul Sipiera; Deanna White; Andrew Wilson and Liz Wolferman.

Guests: Tim Kane, Chicago Tribune; Michael Lundeen, Legat Architects; Paul Farmer; Marilyn Morel, LMPA-observer; Mike and Pat Graft.

Chair Stone noted that there are members of Harper's faculty present at the Board meeting who have been granted Emeritus status. The following faculty were recognized by the Board: Susan Farmer, Marcia Litrenta, John Eliasik, Larry Knight and Paul Sipiera. They each spoke highly of their many years at Harper College.

Member Graft entered the meeting at 7:15 p.m.

Chair Stone noted that each of these faculty have been a tremendous source of pride to Harper College. On behalf of the Board, she added that it is people like this who make it a pleasure to serve in their roles as Trustees.

Dr. Breuder stated that everyone at Harper has the benefit of the legacy that these individuals leave behind, and the foundation that they have built 20 to 35 years ago. When one speaks of Harper's academic reputation, they speak about these individuals and their colleagues and the contributions that they have made. They represent the epitome of the best in higher education. Their commitment and their love of this institution are demonstrated every single day. Dr. Breuder noted that he is sorry they are leaving, but happy they are beginning another part of their lives. He thanked them all.

Member Hill stated that his wife recently retired after 31 years at Northwestern University. She loved what she was doing; he heard the same passion from each of these faculty members.

The faculty led everyone in the Pledge of Allegiance.

APPROVAL OF AGENDA Member Graft moved, Member Hill seconded, approval of the Agenda.

In a voice vote, the motion carried.

#### EDUCATIONAL PRESENTATIONS

There were no educational presentations.

#### STUDENT TRUSTEE REPORT

Student Member Kudia noted that Harper recently hosted the 35th annual Dinner and Jazz Show with over 400 people in attendance. Several weeks ago he attended the three-day Illinois Community College Trustees Association (ICCTA) Institute in Springfield. Among other things, he learned about the importance of teamwork - it is crucial in accomplishing goals. He hopes that, using teamwork and working with the Board and the new Student Senate President, Fernando Diaz, they will make great improvements to Harper College and to the community.

#### PRESIDENT'S REPORT

Dr. Breuder distributed handouts regarding enrollment. He displayed a press release entitled, *Summer Session Heats up Harper*. As of today, enrollment is up 4.53 percent on the credit FTE side, and up 1.6 percent on the headcount side. In comparison, he noted that last year, they were up .41

percent at the end of the summer term. This current growth is a reflection of Harper's academic reputation, and it is epitomized by the half-dozen faculty present earlier in the Board meeting. He reminded everyone that since 1998, they have grown 25 percent on the credit FTE side, which is significant.

Dr. Breuder introduced and welcomed several new employees: Tammy Rust, Controller; Marsha McCormick, Associate Dean of Business and Social Science and Earl Dowling, Financial Aid. He also noted that Larry Bielawa, Human Resources, will be retiring after 25 years at Harper College. Mr. Bielawa spoke of his positive experience working with the many dedicated people at Harper College. He wished everyone well.

#### HARPER EMPLOYEE COMMENTS

Andrew Wilson, English department, distributed handouts to Board members. He explained that Richard Johnson, from the Academic and Student Affairs Committee, sent out an all-faculty e-mail asking folks to explain what they are doing this summer, professionally speaking. He highlighted several entries from the summary of faculty responses. Activities include the following:

- Doing a service learning program with students helping people who want to work, but who have chronic mental illnesses which make it difficult to work;
- Taking a group of students to Paris;
- Taking a group of students and other faculty to China;
- Taking National Science Foundation Short Courses;
- Taking a three-week institute on Japan in Honolulu.

Mr. Wilson explained that the faculty intend to take what they have learned and bring it back to their classrooms to enhance their curriculum. Many of these experiences have been made possible by professional development dollars which the Board grants. He thanked the Board for their support.

Chair Stone thanked the faculty for organizing the valuable information packet. It helps the Board know that the dollars are being put to wonderful use.

Member Graft thanked Mr. Wilson for putting together the document and sharing it with the Board. He noted that they should be proud of their colleagues. He made a suggestion

that the information be provided to the Board earlier, so that they could review it prior to the presentation.

CITIZEN  
COMMENTS

There were no citizen comments.

CONSENT AGENDA

Member Graft moved, Member Kelley seconded, approval of the minutes of the May 23, 2006 regular Board meeting; bills payable; payrolls for May 12, 2006, May 26, 2006 and June 9, 2006; estimated payroll for June 23, 2006; bid awards; purchase orders; personnel action sheets; Student Service Awards for Spring 2006; 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).

|                          |                |
|--------------------------|----------------|
| Accounts Payable &       |                |
| Tuition Refunds (Oracle) | \$3,953,510.80 |

The payroll of May 12, 2006 in the amount of \$1,720,895.97; May 26, 2006 in the amount of \$1,626,359.84; and June 9, 2006 in the amount of \$1,294,101.31; and estimated payroll of June 23, 2006 in the amount of \$1,547,119.04.

Bid Awards

Ex. IX-A.3.a Award bid Q00469 for the purchase and installation of carpet for the second and third floors of the K Wing in Building A to Jemrick Carpet, Inc., the low bidder, in the amount of \$53,512 plus a contingency for unforeseen floor preparation in an amount not to exceed \$1,000 for a total award of \$54,512.

Ex. IX-A.3.b Award request for proposal Q00492 for general printing services for various cost centers for the period of July 1, 2006 through June 30, 2007, in the amount of \$20,000 each to RGC Communications and Tukaiz, LLC for Class A printing projects for a total of \$40,000; and in the amount of \$30,000 each to Elk Grove Graphics, K & M Printing Co., and RGC Communications for Class B printing projects for a total of \$90,000, and approximately \$70,000 to be assigned among the vendors throughout the year

based on cost, service and print capabilities for a total award of \$200,000.

The administration also recommends that the Board extend this approach for up to two additional years in an amount not to exceed \$200,000, per year, subject to the discretion of the administration.

Ex. IX-A.3.c Award request for proposal Q00470 for cut-size paper including bond, cover stock, carbonless paper and stationery boxes to be used in the Print Shop and in the campus copiers, laser printers and duplicators to Unisource for 20# bond and cover stock paper in the amount of \$108,754.52 and to Midland Paper for 24# bond, carbonless paper and stationery boxes in the amount of \$6,444.20 for a total award of \$115,198.72.

Ex. IX-A.3.d Award bid Q00473 to Cardinal Cartridge, Inc., the low bidder for remanufactured laser toner cartridges for printers, in the amount of \$26,221.00, and to Corporate Express Office Products, Inc., the low bidder that submitted a complete bid for new color laser toner cartridges, drum kits and transfer kits for printers in the amount of \$46,897.43 for a total award of \$73,118.43.

Purchase Orders

Ex. IX-A.4.a Approve issuance of a purchase order to Computing Options Company for renewal of a standard licensing and maintenance agreement covering Regent Integrated Application System software in the amount of \$77,225.

It is also recommended that the Vice President of Information Technology be authorized to sign the contract agreement with Computing Options.

Ex. IX-A.4.b Approve issuance of a purchase order to Iron Mountain, Inc. for renewal of the agreement covering offsite storage for daily, weekly and archival tapes for one year in an amount not to exceed \$14,218 with the option to renew the agreement for one additional year, subject to the discretion of the administration, at the same or lower price.

It is also recommended that the Vice President of Information Technology be authorized to sign the contract agreement with Iron Mountain, Inc.

Ex. IX-A.4.c Approve issuance of a change order to purchase order number 500982 issued to Shaker Recruitment Advertising and Communications for placement of employee recruitment advertising by \$63,980 from \$126,020 to a new total of \$190,000 for fiscal year 2005/06, and for renewal of the agreement for fiscal year 2006/07 in the amount of \$190,000.

Ex. IX-A.4.d Approve issuance of a purchase order to R. J. Galla, Inc. for renewal of the treasurer's bond, the building fund bond and the working cash fund bond as well as the liquor liability, sports accident, pollution liability, travel accident and preschool accident policies and the broker's fee for the period of July 1, 2006 through July 1, 2007 in the amount of \$100,592.

## Personnel Actions

### Faculty Appointments

Nancy Andrews, Instructor-Dental Hygiene, HC/PS,  
08/15/06, \$46,457/year (to be adjusted FY 06/07)

William Clark, Instructor-Mathematics, TMS, 08/15/06,  
\$46,457/year (to be adjusted FY 06/07)

Jennifer Kohnke, Assistant Professor-Reading, AE/LS,  
08/15/06, \$48,854/year (to be adjusted FY 06/07)

Judy Kulchawik, Instructor-Reading, AE/LS, 08/15/06,  
\$43,620/year (to be adjusted FY 06/07)

Kathy Reid Martin, Instructor-Nursing, HC/PS, 08/15/06,  
\$43,620/year (to be adjusted FY 06/07)

Charlotte Schulze-Hewett, Instructor-Mathematics, TMS,  
08/15/06, \$42,267/year (to be adjusted FY 06/07)

Supervisory Confidential Appointment

Edward Molitor, Facilities Manager and Head Men's  
Basketball Coach, WCA, 07/03/06, \$59,500/year

Classified Staff Appointments

Caroline Grandt, Library Assistant I, LIB SER, 06/12/06,  
\$26,000/year

Cindy LiCausi, Students Accounts Representative, BUS  
OFF, 07/01/06, \$37,961/year

Harper #512 IEA-NEA Appointment

Antonio Encarnacion, Custodian/Groundskeeper, PHY PLT,  
06/12/06, \$21,923/year

Classified Staff Reclassification

Shirley Pruyn, Administrative Assistant, STU ACT, 07/01/06,  
\$41,779/year

Professional/Technical Reclassifications

Michael Fitzgerald, TECH Technical Installation Systems  
Specialist, CE/TECH, 07/01/06, \$48,957/year

Walid Ibrahim, Web Developer, IT/AS, 07/01/06,  
\$49,710/year

Guy Leahy, Coordinator, Strength and Fitness Program,  
WCA, 07/01/06, \$49,716/year

Classified Staff Retirement

Kathleen Stewart, Cashier, BUS OFF, 06/30/06, 20 years

Professional/Technical Resignation

Christine Petrik, Coordinator, Health Careers, CE, 05/31/06,  
2 years 7 months

Harper #512 IEA-NEA Resignation

Kirk Rosenburg, Custodian II, PHY PLT, 05/09/06, 11 years  
4 months

Spring 2006 Student  
Service Awards

Approval of the Spring 2006 Student Service Awards in the  
amount of \$12,225.00 from Account No. 3300-9010-858-  
5902001, \$8,437.50 from Account No. 0001-9010-187-  
5902001 and \$900.00 from Account No. 0001-0000-000-  
1309011.

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

Ayes: Members Gillette, Graft, Hill, Kelley and Stone  
Nays: None

Motion carried. Student Member Kudia voted aye.

NEW BUSINESS:

The Resource Allocation and Management Plan for Community Colleges (RAMP)

Member Kelley moved, Member Graft seconded, approval of the capital request section of the RAMP document for submission to the Illinois Community College Board. Additionally, approval of the dollars set aside in the referendum fund to provide the necessary match, 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.

Preliminary Budget for Fiscal Year 2006-2007

Member Kelley moved, Member Graft 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-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Chair Stone noted that the Board will be considering the budget at a future meeting; this is the preliminary budget.

In a voice vote, the motion carried.

Resolution to Establish the 2006-07 Budget Hearing Date

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

In a voice vote, the motion carried.

Resolution to Approve Strategic Long-Range Plan: 2006-2009

Member Kelley moved, Member Graft seconded, approval of the Strategic Long-Range Plan: 2006-2009, as outlined in Exhibit X-D (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

Educational Service Providers

Member Graft moved, Member Hill seconded, approval of the list of Educational Service Providers for

Fiscal Year 2006-07, as outlined in Exhibit X-E (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In response to Member Hill, Chair Stone noted that those providers which are new have been denoted with an "X." Member Graft noted that providers on the bottom of Page 2 and on the top of Page 4 are marked with an "X."

In a voice vote, the motion carried.

Administrative  
Employment Contracts

Member Kelley moved, Student Member Kudia seconded, approval of the sum of \$341,849 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 2006/2007 fiscal year, as outlined in Exhibit X-F (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Gillette stated that he submitted questions to Dr. Breuder and received answers; however, he still has some concerns. It says in the contract, "upon retirement a retiree and dependent can change medical and dental insurance coverage to plans offered to community college or trustees from Central Management Service or other comparable benefits." He feels "comparable benefits" should be changed to "comparable costs," because if a person wants to change to another company that has the same benefits and pays large dividends to the policyholder, but costs \$1 million per year, Harper would be obligated to pay for it.

In response, Larry Bielawa stated that this has been in the contract for many years. The intention of the language is that if they choose to receive benefits from someplace other than Central Management Systems, it is their right to do so; however, Harper's reimbursement would be at the same level of an active employee. The reimbursement amount would be fixed for the College. Mr. Bielawa stated that there are separate sections in the contract which describe it in further detail. There was discussion regarding having legal counsel review this particular area of the contract again.

Dr. Breuder noted that legal counsel can look at the words and determine whether they need to be modified.

Member Gillette questioned the wording in "long-term disability income protection in the event of an extended

illness beyond six months coverage equal to 60 percent of monthly salary, but not to exceed \$4,500 per month.” He noted that the intent is most likely that it goes until age 65; however, according to the contract, at age 66, a person could say, “Hey, where is my \$4,500?” It is not age-delineated. In response, Mr. Bielawa explained that when someone retires, they get medical insurance, dental insurance and life insurance – they are not eligible for long-term disability. Long-term disability is only available for active employees. Upon further discussion, it was suggested that legal counsel review this area of the contract again.

Member Gillette moved that the motion be modified to add “subject to Harper’s attorney’s review.” Member Kelley stated that he would accept the motion. Student Member Kudia seconded.

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Graft, Hill, Kelley and Stone  
Nays: None

Motion carried. Student Member Kudia voted aye.

Member Gillette stated that he did not receive the Administrative Contract, but only a summary of benefits. Dr. Breuder asked Larry Bielawa to take the Administrative Contract back to legal counsel. If there is a need for any modification in the language, he asked Mr. Bielawa to modify it, underline it and send it to him. Carol Blotteaux will then get it sent out to the Board. He asked Donna Drake to make sure Member Gillette receives a copy of the Administrative Contract.

Classified, Food Service  
and Supervisory/  
Confidential Salary  
and Fringe Benefits

Member Hill moved, Member Kelley seconded, approval of the sum of \$700,834 to implement the increase in salaries and fringe benefit expenses for the Classified, Food Service and Supervisory/Confidential employees effective July 1, 2006, as outlined in Exhibit X-G (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Gillette stated he has the same worry that the long-term disability is not delineated, so he would like it to be subject to attorney review.

Member Gillette moved that the motion be modified to add "subject to Harper's attorney's review." Member Hill stated he would accept the modification. Member Kelley seconded.

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Graft, Hill, Kelley and Stone  
Nays: None

Motion carried. Student Member Kudia voted aye.

Affiliation Agreement with Centegra Health System for Nursing and Phlebotomy Programs

Member Graft moved, Member Gillette seconded, approval of the Affiliation Agreement between Harper College and *Centegra Health System* as submitted, and authorization for the Dean of Health Careers and Public Safety to sign all of the above, as outlined in Exhibit X-H (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

Approval to Purchase Natural Gas from Lowest Responsible Bidder

Member Graft moved, Member Kelley seconded, approval of the purchase of natural gas from Constellation NewEnergy, the lowest responsible vendor, for a period of three years, July 2006 through June 2009, with an option to renew the agreement for an additional two years, at the option of the administration, as outlined in Exhibit X-I (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In response to Member Gillette, Jim Ma explained that they currently pay over \$1 per therm for the high, and they pay 60 cents per therm for the low. He did not have the exact figures on hand at the Board meeting; however, he agreed to send the information to Member Gillette.

In a voice vote, the motion carried.

Amended and Restated Memorandum of Understanding Between Harper College Board of Trustees and the Harper College Educational Foundation

Member Hill moved, Member Kelley seconded, approval and ratification of the Amended and Restated Memorandum of Understanding, in accordance with best practices and upon the advice of legal counsel of both Harper College and Harper College Educational Foundation, as outlined in Exhibit X-J (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

ANNOUNCEMENTS BY

CHAIR

## Communications

There were no communications.

## Calendar Dates

Calendar dates are printed on the Agenda for Board information. Chair Stone noted that next month's Board meeting has changed from Tuesday, July 25 to Monday, July 31, 2006. It was noted that the Board meeting on August 22 will also include the Budget Hearing, as approved this evening. Chair Stone noted that the College is closed on July 4. Member Kelley noted that he will be out of town on July 31, but will be available via telephone, if necessary.

OTHER BUSINESS

Member Graft stated that the Board received a memorandum which was not in the Board packet – Exhibit X-B – *Funding the Harper College Mission for FY 2007*. He suggested that they be sensitive to the public relations aspect – that, while it is important that they may move into a Foundation Mission Campaign from the private sector and gifting, they are still substantially supported by taxpayer revenue. He is very grateful for the taxpayers who help fund Harper. Some sentences in the memorandum are written in a way that might make someone think Harper is suddenly a private enterprise: “. . . as mentioned earlier, the days of public financial support of the College is over.” It should be noted that they are not predicting “growth” from the State input, but rather a continuing decline. He reminded everyone that the taxpayers are providing good support for this College, and that is how Harper continues its mission.

Member Graft added that the administration should be proud of the outstanding enrollment growth and the Aaa bond rating. They can never thank the taxpayers enough for their portion.

Chair Stone announced that Harper hosted a very successful Community Open House night for the Village of Schaumburg. Many people were extremely positive and complimentary.

Chair Stone congratulated Member Kelley for accepting an appointment to serve as Regional Chair of the Illinois Community College Trustees Association. As such, he will be serving on the Executive Committee of the State Association.

Vice President Margaret Skold explained that last year they had a planning grant for their consortium of community colleges to work as an undergraduate research institution.

She announced that Harper just received word that they have been funded as one of the five national undergraduate research institutions. Their consortium is the only community college; the other four are research institutions. Harper's share of the grant over the next five years will be in excess of \$450,000. The Board congratulated them.

ADJOURNMENT

Member Hill moved, Member Graft seconded, that the meeting be adjourned.

In a voice vote, the motion carried at 8:06 p.m.

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Chair

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Secretary

## BOARD REQUESTS

### JUNE 29, 2006 REGULAR BOARD MEETING

1. Dr. Breuder asked Larry Bielawa to take the Administrative Contract back to legal counsel. If there is a need for any modification in the language, he asked Mr. Bielawa to modify it, underline it and send it to him. Carol Blotteaux will then get it sent out to the Board.
2. In response to Member Gillette, Jim Ma explained that they currently pay over \$1 per therm for the high, and they pay 60 cents per therm for the low. He did not have the exact figures on hand at the Board meeting; however, he agreed to send the information to Member Gillette.

WILLIAM RAINEY HARPER COLLEGE  
DISTRICT #512  
PALATINE, ILLINOIS 60067

FUND EXPENDITURES TO BE APPROVED

I. BILLS PAYABLE

Accounts Payable & Tuition Refunds (Oracle)      \$ 3,463,082.10

II. PAYROLL

06/23/2006      \$ 1,700,592.17

07/07/2006      1,695,224.76

III. ESTIMATED PAYROLL

07/21/2006      \$ 1,697,908.47

WILLIAM RAINEY HARPER COLLEGE

BOARD MEETING

July 31, 2006

SUMMARY OF BIDS

- Exhibit IX – A.3.a The administration recommends that the Board award bid request Q00472 to Metro Professional Products, the low bidder for Butchers cleaning products, in the amount of \$51,032.28.
- Exhibit IX – A.3.b The administration recommends that the Board award bid request Q00471 to remove and replace existing brick, concrete, drainage tiles and plant material in the lower level landing directly south of Building A and install a new irrigation system to Schaeffges Brothers, Inc., the low bidder, in the amount of \$417,600 plus the architect's fee in the amount of \$31,320, reimbursables of not to exceed \$8,000, and a contingency of not to exceed \$41,760 for a total award of \$498,680.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00472 for Butchers cleaning products, as requested by Physical Plant for the Custodial department.

II. BUDGET STATUS

Funds in the amount of \$51,032.28 will be provided in the 2006/07 Building Fund budget, under account number 0002-7020-064-5404004.

III. INFORMATION

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

|                             |              |
|-----------------------------|--------------|
| Metro Professional Products | \$ 51,032.28 |
| PCS Industries              | 79,013.20    |
| Sunrise Supply              | 80,205.02    |

The cleaning products are for use throughout the College.

IV. RECOMMENDATION

The administration recommends that the Board award bid request Q00472 to Metro Professional Products, the low bidder for Butchers cleaning products, in the amount of \$51,032.28.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00471 to remove and replace existing brick, concrete, drainage tiles and plant material in the lower level landing directly south of Building A and install a new irrigation system as requested by Administrative Services.

II. BUDGET STATUS

Funds in the amount of \$498,680 will be provided in the 2006/07 Operations and Maintenance Restricted Fund budget, under account numbers 0100-8060-039-5303000-55160000000-000 and 0100-8060-039-5802000-55160000000-000.

III. INFORMATION

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

|                          |            |
|--------------------------|------------|
| Schaefges Brothers, Inc. | \$ 417,600 |
| Landworks, Limited       | 531,000    |

Of the remaining four bidders, two passed on the project due to the amount of construction/hardscape work required, one vendor did not have an available staff member to complete the bid documents, and the final vendor did not attend the mandatory pre-bid meeting and was, therefore, disqualified.

This request is for removal and replacement of existing brick, concrete, drainage tiles and plant material in the lower level landing directly south of Building A. The area has deteriorated over the years and become a hazard with the decay of the existing wooden timbers. In addition, the center portion of the lower landing needs to be removed to allow for a correction of drainage in the area.

Additionally, three different surfaces have been uncovered in the lower landing that need to be replaced in order to create a uniform appearance in the area. This project is the last phase of the irrigation system installation and landscaping within the Building C, A and R rectangle.

A sculpture, owned by the Harper College Educational Foundation, which was located on the lower landing, was also deteriorating. In order to preserve it, the sculpture was removed and is being restored using Foundation funds. When it is fully restored, the sculpture will be reinstalled in a new location on campus.

The bid was originally scheduled to open on June 27, 2006. At that time only one bid had been submitted and a decision was made to extend the bid opening until July 3, 2006. Two bids were received and opened on July 3, 2006. The low bid is under the original estimate made by the Landscape Architect. The Landscape Architect has provided a letter to the College stating that the low bidder is qualified to perform the work specified in the request for bid.

Also included in this request is the architect's fee in the amount of \$31,320, reimbursables of not to exceed \$8,000, and a contingency of not to exceed \$41,760.

IV. RECOMMENDATION

The administration recommends that the Board award bid request Q00471 to remove and replace existing brick, concrete, drainage tiles and plant material in the lower level landing directly south of Building A and install a new irrigation system to Schaeffges Brothers, Inc., the low bidder, in the amount of \$417,600 plus the architect's fee in the amount of \$31,320, reimbursables of not to exceed \$8,000, and a contingency of not to exceed \$41,760 for a total award of \$498,680.

WILLIAM RAINEY HARPER COLLEGE

BOARD MEETING

July 31, 2006

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, 2006 through June 30, 2007, in an amount not to exceed \$69,291.01.

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, 2006 through June 30, 2007 as requested by Library Services.

II. BUDGET STATUS

Funds in the amount of \$69,291.01 will be provided in the 2006/07 Educational Fund budget, under account number 0001-2010-024-5406002. 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 24 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 \$66,883.21 for the subscriptions and a \$2,407.80 service charge, resulting in an amount not to exceed \$69,291.01 for the period of July 1, 2006 through June 30, 2007.

The overall amount of \$69,291.01 is \$4,775.28, or seven percent, more than the 2005/06 amount of \$64,515.73. 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.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

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, 2006 through June 30, 2007, in an amount not to exceed \$69,291.01.

WILLIAM RAINEY HARPER COLLEGE

I. SUBJECT

Personnel Actions

II. REASON FOR CONSIDERATION

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

III. BACKGROUND INFORMATION

- A. Ratification of Faculty Appointments.
- B. Ratification of Professional/Technical Appointment.
- C. Ratification of Supervisory/Confidential Appointments.
- D. Ratification of Classified Staff Appointments.
- E. Ratification of Professional/Technical Incentive Compensations.
- F. Ratification of Supervisory/Confidential Reclassification.
- G. Ratification of Supervisory/Confidential Retirement.
- H. Ratification of Classified Staff Retirements.
- I. Ratification of Administrator Resignation.
- J. Ratification of Faculty Resignations.
- K. Ratification of Supervisory/Confidential Resignation.
- L. Ratification of Classified Staff Resignations.

IV. RECOMMENDATION

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

WILLIAM RAINEY HARPER COLLEGE  
 Schedule of Investments  
 As of June 30, 2006

Exhibit IX-B.1  
 July 31, 2006

| Depository or Instrument        | Date Purchased | Date of Maturity | Term (Days) | Rate (%) | Earnings to Maturity | Principal Invested @ June 30, 2006 | Market Value |
|---------------------------------|----------------|------------------|-------------|----------|----------------------|------------------------------------|--------------|
| <b>Certificates of Deposits</b> |                |                  |             |          |                      |                                    |              |
| PMA/Associated Bank             | 10/27/2005     | 7/5/2006         | 251         | 4.35     | 44,996.39            | 1,500,000.00                       |              |
| PMA/Associated Bank             | 10/27/2005     | 7/19/2006        | 265         | 4.4      | 48,069.05            | 1,500,000.00                       |              |
| LaSalle Bank                    | 11/4/2005      | 8/2/2006         | 271         | 4.48     | 50,586.67            | 1,500,000.00                       |              |
| LaSalle Bank                    | 11/4/2005      | 8/17/2006        | 286         | 4.48     | 53,386.67            | 1,500,000.00                       |              |
| PMA/Associated Bank             | 3/15/2006      | 8/30/2006        | 168         | 4.91     | 11,319.06            | 500,000.00                         |              |
| Harris Bank                     | 2/28/2005      | 8/31/2006        | 549         | 3.6      | 222,551.80           | 4,000,000.00                       |              |
| PMA/Morton Community Bank       | 3/17/2005      | 9/14/2006        | 546         | 3.86     | 87,514.98            | 1,500,000.00                       |              |
| PMA/Am Heritage Natl Bank       | 9/7/2005       | 9/28/2006        | 386         | 3.96     | 63,161.85            | 1,500,000.00                       |              |
| PMA/Missouri State B&TC         | 9/7/2005       | 10/12/2006       | 400         | 3.96     | 65,370.64            | 1,500,000.00                       |              |
| PMA/Guaranty Bank-MO            | 9/7/2005       | 10/26/2006       | 414         | 3.96     | 67,696.04            | 1,500,000.00                       |              |
| PMA/Associated Bank             | 10/18/2005     | 10/26/2006       | 373         | 4.43     | 68,198.55            | 1,500,000.00                       |              |
| PMA/Southern New Hampshire      | 11/4/2004      | 11/9/2006        | 735         | 2.91     | 89,448.59            | 1,500,000.00                       |              |
| PMA/Corus Bank                  | 11/4/2004      | 11/9/2006        | 735         | 2.91     | 88,566.77            | 1,500,000.00                       |              |
| PMA/Stratford State             | 10/28/2005     | 11/21/2006       | 389         | 4.52     | 72,478.50            | 1,500,000.00                       |              |
| PMA/Associated Bank             | 10/18/2005     | 11/30/2006       | 408         | 4.43     | 124,377.41           | 2,500,000.00                       |              |
| Northern Trust                  | 10/21/2005     | 11/30/2006       | 405         | 4.43     | 196,619.23           | 4,000,000.00                       |              |
| PMA/Associated Bank             | 10/27/2005     | 11/30/2006       | 399         | 4.5      | 49,432.68            | 1,000,000.00                       |              |
| PMA/Natl Bank of Commerce       | 11/10/2004     | 11/30/2006       | 750         | 3.07     | 95,592.63            | 1,500,000.00                       |              |
| Northern Trust                  | 11/21/2005     | 12/7/2006        | 381         | 4.65     | 74,458.58            | 1,500,000.00                       |              |
| PMA/American Enterprise Bank    | 11/21/2005     | 1/4/2007         | 409         | 4.67     | 78,761.86            | 1,500,000.00                       |              |
| Northern Trust                  | 12/7/2005      | 1/18/2007        | 407         | 4.72     | 80,900.56            | 1,500,000.00                       |              |
| Northern Trust                  | 12/7/2005      | 2/1/2007         | 421         | 4.72     | 83,758.57            | 1,500,000.00                       |              |
| Harris Bank                     | 1/12/2006      | 2/15/2007        | 400         | 4.76     | 96,381.60            | 1,800,000.00                       |              |
| Harris Bank                     | 1/12/2006      | 3/1/2007         | 414         | 4.76     | 99,846.86            | 1,800,000.00                       |              |
| Harris Bank                     | 1/12/2006      | 3/15/2007        | 428         | 4.76     | 103,318.45           | 1,800,000.00                       |              |
| Harris Bank                     | 1/12/2006      | 3/29/2007        | 442         | 4.76     | 106,796.39           | 1,800,000.00                       |              |
| PMA/Associated Bank             | 3/6/2006       | 4/12/2007        | 402         | 5        | 110,677.35           | 2,000,000.00                       |              |
| LaSalle Bank                    | 3/6/2006       | 4/26/2007        | 416         | 4.97     | 114,862.22           | 2,000,000.00                       |              |
| PMA/Flagstar Bank               | 3/6/2006       | 5/10/2007        | 430         | 5.05     | 119,346.17           | 2,000,000.00                       |              |
| PMA/Flagstar Bank               | 3/6/2006       | 5/24/2007        | 444         | 5.05     | 123,243.26           | 2,000,000.00                       |              |
| Northern Trust                  | 3/16/2006      | 6/7/2007         | 449         | 5.1      | 129,213.67           | 2,000,000.00                       |              |

|                                 |                        |           |     |      |            |                             |               |
|---------------------------------|------------------------|-----------|-----|------|------------|-----------------------------|---------------|
| PMA/Flagstar Bank               | 3/6/2006               | 6/7/2007  | 458 | 5.05 | 127,141.02 | 2,000,000.00                |               |
| Northern Trust                  | 3/16/2006              | 6/21/2007 | 463 | 5.1  | 133,373.13 | 2,000,000.00                |               |
| PMA/Flagstar Bank               | 3/6/2006               | 6/21/2007 | 472 | 5.05 | 131,039.46 | 2,000,000.00                |               |
| PMA/Associated Bank             | 3/22/2006              | 7/5/2007  | 470 | 5.06 | 130,973.98 | 2,000,000.00                |               |
| PMA/Heritage Bank of Central II | 3/22/2006              | 7/19/2007 | 484 | 5.06 | 54,131.48  | 800,000.00                  |               |
| PMA/Heritage Bank of Central II | 3/30/2006              | 8/2/2007  | 490 | 5.11 | 152,296.49 | 2,200,000.00                |               |
| LaSalle Bank                    | 4/26/2006              | 7/6/2006  | 71  | 4.86 | 7,668.00   | 800,000.00                  |               |
| LaSalle Bank                    | 4/26/2006              | 7/20/2006 | 85  | 4.86 | 9,180.00   | 800,000.00                  |               |
| LaSalle Bank                    | 4/26/2006              | 8/3/2006  | 99  | 4.96 | 10,912.00  | 800,000.00                  |               |
|                                 | Weighted Average: 4.51 |           |     |      |            | <b><u>68,100,000.00</u></b> | 68,100,000.00 |

**Agencies**

|                   |                       |            |     |     |            |                            |                     |
|-------------------|-----------------------|------------|-----|-----|------------|----------------------------|---------------------|
| <u>FNMA Notes</u> | 12/22/2004            | 12/22/2006 | 730 | 3.5 | 105,000.00 | <u>1,500,000.00</u>        | <u>1,482,660.00</u> |
|                   | Weighted Average: 3.5 |            |     |     |            | <b><u>1,500,000.00</u></b> | <u>1,482,660.00</u> |

**Illinois Funds**

Monthly Average

4.75

**2,819,949.21**

2,819,949.21

TOTALS AS OF:

6/30/2006

\$ **72,419,949.21**

\$ **72,402,609.21**

WILLIAM RAINEY HARPER COLLEGE  
 Schedule of Investments  
 As of July 31, 2006

Exhibit IX-B.1  
 August 22, 2006

| Depository or Instrument        | Date Purchased    | Date of Maturity | Term (Days) | Rate (%) | Earnings to Maturity | Principal Invested @ 07/31/06 | Market Value |
|---------------------------------|-------------------|------------------|-------------|----------|----------------------|-------------------------------|--------------|
| <u>Certificates of Deposits</u> |                   |                  |             |          |                      |                               |              |
| LaSalle Bank                    | 11/04/05          | 08/02/06         | 271         | 4.48     | 50,586.67            | 1,500,000                     |              |
| LaSalle Bank                    | 04/26/06          | 08/03/06         | 99          | 4.96     | 10,912.00            | 800,000                       |              |
| LaSalle Bank                    | 11/04/05          | 08/17/06         | 286         | 4.48     | 53,386.67            | 1,500,000                     |              |
| PMA/Associated Bank             | 03/15/06          | 08/30/06         | 168         | 4.91     | 11,319.06            | 500,000                       |              |
| Harris Bank                     | 02/28/05          | 08/31/06         | 549         | 3.6      | 222,551.80           | 4,000,000                     |              |
| PMA/Morton Community Bank       | 03/17/05          | 09/14/06         | 546         | 3.86     | 87,514.98            | 1,500,000                     |              |
| PMA/Am Heritage Natl Bank       | 09/07/05          | 09/28/06         | 386         | 3.96     | 63,161.85            | 1,500,000                     |              |
| PMA/Missouri State B&TC         | 09/07/05          | 10/12/06         | 400         | 3.96     | 65,370.64            | 1,500,000                     |              |
| PMA/Guaranty Bank-MO            | 09/07/05          | 10/26/06         | 414         | 3.96     | 67,696.04            | 1,500,000                     |              |
| PMA/Associated Bank             | 10/18/05          | 10/26/06         | 373         | 4.43     | 68,198.55            | 1,500,000                     |              |
| PMA/Southern New Hampshire      | 11/04/04          | 11/09/06         | 735         | 2.91     | 89,448.59            | 1,500,000                     |              |
| PMA/Corus Bank                  | 11/04/04          | 11/09/06         | 735         | 2.91     | 88,566.77            | 1,500,000                     |              |
| PMA/Strafford State             | 10/28/05          | 11/21/06         | 389         | 4.52     | 72,478.50            | 1,500,000                     |              |
| PMA/Associated Bank             | 10/18/05          | 11/30/06         | 408         | 4.43     | 124,377.41           | 2,500,000                     |              |
| Northern Trust                  | 10/21/05          | 11/30/06         | 405         | 4.43     | 196,619.23           | 4,000,000                     |              |
| PMA/Associated Bank             | 10/27/05          | 11/30/06         | 399         | 4.5      | 49,432.68            | 1,000,000                     |              |
| PMA/Natl Bank of Commerce       | 11/10/04          | 11/30/06         | 750         | 3.07     | 95,592.63            | 1,500,000                     |              |
| Northern Trust                  | 11/21/05          | 12/07/06         | 381         | 4.65     | 74,458.58            | 1,500,000                     |              |
| PMA/American Enterprise Bank    | 11/21/05          | 01/04/07         | 409         | 4.67     | 78,761.86            | 1,500,000                     |              |
| Northern Trust                  | 12/07/05          | 01/18/07         | 407         | 4.72     | 80,900.56            | 1,500,000                     |              |
| Northern Trust                  | 12/07/05          | 02/01/07         | 421         | 4.72     | 83,758.57            | 1,500,000                     |              |
| Harris Bank                     | 01/12/06          | 02/15/07         | 400         | 4.76     | 96,381.60            | 1,800,000                     |              |
| Harris Bank                     | 01/12/06          | 03/01/07         | 414         | 4.76     | 99,846.86            | 1,800,000                     |              |
| Harris Bank                     | 01/12/06          | 03/15/07         | 428         | 4.76     | 103,318.45           | 1,800,000                     |              |
| Harris Bank                     | 01/12/06          | 03/29/07         | 442         | 4.76     | 106,796.39           | 1,800,000                     |              |
| PMA/Associated Bank             | 03/06/06          | 04/12/07         | 402         | 5        | 110,677.35           | 2,000,000                     |              |
| LaSalle Bank                    | 03/06/06          | 04/26/07         | 416         | 4.97     | 114,862.22           | 2,000,000                     |              |
| PMA/Flagstar Bank               | 03/06/06          | 05/10/07         | 430         | 5.05     | 119,346.17           | 2,000,000                     |              |
| PMA/Flagstar Bank               | 03/06/06          | 05/24/07         | 444         | 5.05     | 123,243.26           | 2,000,000                     |              |
| Northern Trust                  | 03/16/06          | 06/07/07         | 449         | 5.1      | 129,213.67           | 2,000,000                     |              |
| PMA/Flagstar Bank               | 03/06/06          | 06/07/07         | 458         | 5.05     | 127,141.02           | 2,000,000                     |              |
| Northern Trust                  | 03/16/06          | 06/21/07         | 463         | 5.1      | 133,373.13           | 2,000,000                     |              |
| PMA/Flagstar Bank               | 03/06/06          | 06/21/07         | 472         | 5.05     | 131,039.46           | 2,000,000                     |              |
| PMA/Associated Bank             | 03/22/06          | 07/05/07         | 470         | 5.06     | 130,973.98           | 2,000,000                     |              |
| PMA/Heritage Bank of Central II | 03/22/06          | 07/19/07         | 484         | 5.06     | 54,131.48            | 800,000                       |              |
| PMA/Heritage Bank of Central II | 03/30/06          | 08/02/07         | 490         | 5.11     | 152,296.49           | 2,200,000                     |              |
|                                 | Weighted Average: | 4.51             |             |          |                      | 63,500,000                    | 63,500,000   |
| <u>Agencies</u>                 |                   |                  |             |          |                      |                               |              |
| FNMA Notes                      | 12/22/04          | 12/22/06         | 730         | 3.5      | 105,000.00           | 1,500,000                     | 1,482,660    |
|                                 | Weighted Average: | 3.5              |             |          |                      | 1,500,000                     | 1,482,660    |
| Illinois Funds                  |                   | Monthly Average  |             | 5.046    |                      | 3,063,384                     | 3,063,384    |
| TOTALS AS OF:                   | 07/31/06          |                  |             |          |                      | 68,063,384                    | 68,046,044   |

WILLIAM RAINEY HARPER COLLEGE  
Preliminary Schedule of Investments  
As of July 31, 2006

Consent Agenda  
Exhibit IX-B.1  
August 22, 2006

|  | <u>Outstanding<br/>Investments</u> | <u>FY07<br/>Budget</u> | <u>Planned<br/>To Date</u> | <u>Earned<br/>To Date</u> |
|--|------------------------------------|------------------------|----------------------------|---------------------------|
| EDUCATION FUND                         | \$ 21,435,529                      | 1,000,000              | 83,333                     | 84,825                    |
| OPERATIONS, & MAINT. FUND              | 10,976,879                         | 350,000                | 29,167                     | 43,135                    |
| OPERATIONS, & MAINT. FUND (Restricted) | 7,014,417                          | 150,000                | 12,500                     | 27,564                    |
| BOND & INTEREST                        | 7,172,762                          | 150,000                | 12,500                     | 28,186                    |
| AUXILIARY ENTERPRISES                  | 2,305,198                          | 75,000                 | 6,250                      | 9,059                     |
| RESTRICTED FUNDS                       | 4,977,357                          | 120,000                | 10,000                     | 19,559                    |
| WORKING CASH FUND                      | 13,577,382                         | 450,000                | 37,500                     | 53,354                    |
| AUDIT FUND                             | 319,048                            | 10,000                 | 833                        | 1,254                     |
| LIABILITY, PROTECTION & SETTLEMENT     | <u>284,812</u>                     | <u>7,000</u>           | <u>583</u>                 | <u>1,119</u>              |
| Total                                  | <u>\$ 68,063,384</u>               | <u>2,312,000</u>       | <u>192,667</u>             | <u>268,055</u>            |

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.

- Dick Hoffman: Foundation Report

WILLIAM RAINEY HARPER COLLEGE

BOARD INFORMATION

I. SUBJECT

Grants and gifts status report.

II. REASON FOR CONSIDERATION

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

III. BACKGROUND INFORMATION

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

**Harper College Educational Foundation  
June Fundraising Report FY06**

| <b>Appeal Description</b>             | <b>Gift Count</b> | <b>Cash</b>        | <b>Pledges/Stocks</b> | <b>In-Kind Gifts</b> | <b>Other</b>  | <b>Total</b>       |
|---------------------------------------|-------------------|--------------------|-----------------------|----------------------|---------------|--------------------|
| Football Program Golf Open            | 40                | \$5,330.00         | \$0.00                | \$0.00               | \$0.00        | \$5,330.00         |
| Golf Open 2006                        | 34                | \$8,036.00         | \$1,100.00            | \$3,410.00           | \$0.00        | \$12,546.00        |
| Kolbusz-Kosan Wedding                 | 1                 | \$35.00            | \$0.00                | \$0.00               | \$0.00        | \$35.00            |
| Lifelong Learning Direct Mail         | 1                 | \$25.00            | \$0.00                | \$0.00               | \$0.00        | \$25.00            |
| Memorial                              | 4                 | \$130.00           | \$0.00                | \$0.00               | \$0.00        | \$130.00           |
| Memorial Direct Mail Appeal FY06      | 1                 | \$50.00            | \$0.00                | \$0.00               | \$0.00        | \$50.00            |
| Personal Solicitation                 | 1                 | \$0.00             | \$3,000.00            | \$0.00               | \$0.00        | \$3,000.00         |
| Proposal                              | 1                 | \$1,500.00         | \$0.00                | \$0.00               | \$0.00        | \$1,500.00         |
| Resource for Excellence Campaign FY06 | 3                 | \$75.00            | \$0.00                | \$0.00               | \$0.00        | \$75.00            |
| Scholarship Stewardship               | 1                 | \$400.00           | \$0.00                | \$0.00               | \$0.00        | \$400.00           |
| Special Initiatives                   | 1                 | \$500.00           | \$0.00                | \$0.00               | \$0.00        | \$500.00           |
| Unsolicited                           | 1                 | \$0.00             | \$0.00                | \$1.00               | \$0.00        | \$1.00             |
| <b>TOTAL</b>                          | <b>89</b>         | <b>\$16,081.00</b> | <b>\$4,100.00</b>     | <b>\$3,411.00</b>    | <b>\$0.00</b> | <b>\$23,592.00</b> |

Harper College Educational Foundation  
Year to Date Fundraising Report (as of 06/30/06)

| Appeal Description                              | Gift Count   | Cash                | Pledges/Stocks      | In-Kind Gifts      | Other               | Total               |
|---|--------------|---------------------|---------------------|--------------------|---------------------|---------------------|
| Corporate Scholarship Drive                     | 5            | \$2,050.00          | \$0.00              | \$0.00             | \$0.00              | \$2,050.00          |
| Football Program Golf Open                      | 194          | \$18,760.00         | \$0.00              | \$520.00           | \$0.00              | \$19,280.00         |
| FY06 Year End Direct Mail                       | 81           | \$17,940.00         | \$0.00              | \$231.00           | \$0.00              | \$18,171.00         |
| Golf Open 2006                                  | 96           | \$84,346.00         | \$32,100.00         | \$3,660.00         | \$0.00              | \$120,106.00        |
| Harper Symphony Orchestra                       | 4            | \$225.00            | \$0.00              | \$0.00             | \$0.00              | \$225.00            |
| Kolbusz-Kosan Wedding                           | 91           | \$17,665.00         | \$5,000.00          | \$0.00             | \$0.00              | \$22,665.00         |
| Lifelong Learning Direct Mail                   | 5            | \$145.00            | \$0.00              | \$0.00             | \$0.00              | \$145.00            |
| James McGrath Scholarship                       | 56           | \$9,890.00          | \$0.00              | \$0.00             | \$0.00              | \$9,890.00          |
| Jim McGuire Golf Open                           | 28           | \$3,540.00          | \$0.00              | \$0.00             | \$0.00              | \$3,540.00          |
| Memorial  | 72           | \$7,920.25          | \$0.00              | \$0.00             | \$0.00              | \$7,920.25          |
| Memorial Direct Mail Appeal FY06                | 1            | \$50.00             | \$0.00              | \$0.00             | \$0.00              | \$50.00             |
| Margaret Scott                                  | 39           | \$2,730.00          | \$0.00              | \$38.33            | \$0.00              | \$2,768.33          |
| Personal Solicitation                           | 29           | \$28,501.50         | \$232,570.00        | \$21,300.00        | \$185,000.00        | \$467,371.50        |
| Proposal  | 4            | \$51,500.00         | \$0.00              | \$0.00             | \$0.00              | \$51,500.00         |
| Pacesetter Campaign FY06                        | 36           | \$19,400.00         | \$8,559.60          | \$0.00             | \$0.00              | \$27,959.60         |
| Resources for Excellence Employee Campaign FY04 | 1            | \$650.00            | \$0.00              | \$0.00             | \$0.00              | \$650.00            |
| Resource for Excellence Campaign FY05           | 56           | \$195.50            | \$78.00             | \$0.00             | \$0.00              | \$273.50            |
| Resource for Excellence Campaign FY06           | 390          | \$9,011.95          | \$40,258.28         | \$0.00             | \$0.00              | \$49,270.23         |
| Scholarship Stewardship                         | 25           | \$29,600.00         | \$3,125.00          | \$0.00             | \$0.00              | \$32,725.00         |
| Special Intiatives                              | 10           | \$10,295.00         | \$0.00              | \$0.00             | \$0.00              | \$10,295.00         |
| Stewardship                                     | 5            | \$3,625.00          | \$0.00              | \$0.00             | \$0.00              | \$3,625.00          |
| Unsolicited                                     | 39           | \$3,910.00          | \$0.00              | \$9,477.00         | \$0.00              | \$13,387.00         |
| Web Donation                                    | 2            | \$52.00             | \$0.00              | \$0.00             | \$0.00              | \$52.00             |
| Calendar Year-End Direct Mail FY05              | 3            | \$395.96            | \$0.00              | \$0.00             | \$0.00              | \$395.96            |
| <b>Grand Totals:</b>                            | <b>1,272</b> | <b>\$322,398.16</b> | <b>\$321,690.88</b> | <b>\$35,226.33</b> | <b>\$185,000.00</b> | <b>\$864,315.37</b> |

**HARPER COLLEGE  
FY07  
GRANTS REPORT  
JULY 1, 2006 - JUNE 30, 2007**

| <b>Granting Agency</b>                                   | <b>Title</b>                          | <b>Department</b>                 | <b>Grant Manager</b> | <b>Agency</b> | <b>Amount</b> | <b>Start Date</b> | <b>End Date</b> | <b>Description</b>   |
|--|---------------------------------------|-----------------------------------|----------------------|---------------|---------------|-------------------|-----------------|--|
| <b>COMPETITIVE GRANTS</b>                                |                                       |                                   |                      |               |               |                   |                 |  |
| IBHE<br>Illinois Board of Higher Education               | HECA Minority Student Transfer Center | Center for Multicultural Learning | Laura LaBauve-Maher  | State         | \$47,775      | 8/23/05           | 8/31/06         | Supports Center activities in the area of student articulation and transfer, student support services, and counseling and mentoring.       |
| IBHE<br>Illinois Board of Higher Education               | HECA Disability Matrix Subgrant       | Access & Disability Services      | Tom Thompson         | State/<br>UIC | \$27,012      | 9/1/05            | 8/31/06         | Develops disability data collection tools, working with UIC and other colleges.  |
| IDOL<br>Illinois Department of Labor                     | Displaced Homemakers Assistance Act   | Women's Program                   | Kathleen Canfield    | State         | \$58,190      | 7/1/06            | 6/30/07         | Career, educational, and personal support for Women's Program participants.  |
| DCEO<br>Department of Community and Economic Opportunity | Homeland Security Grant Program       | Business and Social Science       | Jennifer Mathes      | State         | \$57,000      | 3/1/06            | 3/1/07          | Develops a Homeland Security Computer Security Training Center at Harper which will introduce a series of degree and certificate programs. |
| Illinois Clean Energy Foundation                         | Lighting Upgrade Program              | Physical Plant                    | Jim Ma               | Private       | \$83,322      | 4/20/06           | 4/19/07         | Provides energy efficient upgrades to indoor lighting systems at Harper.   |
| NSF<br>National Science Foundation                       | Collaborative Research: 2YC-REU       | Technology, Math & Sciences       | Sally Griffith       | Federal       | \$78,168      | 9/15/05           | 8/31/07         | Provides a two-year college research experience for undergraduates in Chemistry.   |

**HARPER COLLEGE  
FY07  
GRANTS REPORT  
JULY 1, 2006 - JUNE 30, 2007**

| <b>Granting Agency</b>                             | <b>Title</b>  | <b>Department</b>                                     | <b>Grant Manager</b>           | <b>Agency</b> | <b>Amount</b>    | <b>Start Date</b> | <b>End Date</b> | <b>Description</b>  |
|--|---|---|--------------------------------|---------------|------------------|-------------------|-----------------|---|
| NSF<br>National Science Foundation                 | Scholarships for Success  | Technology,<br>Math &<br>Sciences &<br>Marketing Svcs | Sally Griffith<br>Dan Loprieno | Federal       | \$60,000         | 1/15/02           | 12/31/06        | Provides scholarship assistance to support Math, Science, Engineering & Computer Science students.              |
| WBMC<br>Workforce Board of<br>Metropolitan Chicago | Critical Skills Shortages<br>Initiative - Addressing<br>Manufacturing Shortages | Career<br>Programs                                    | Daniel Corr                    | State         | \$100,000        | 10/1/05           | 12/31/06        | Provides training to underemployed or unemployed workers in manufacturing occupations in the northwest suburbs. |
| <b>COMPETITIVE GRANTS TOTAL</b>                    |   |   |                                |               | <b>\$511,467</b> |                   |                 |   |

**HARPER COLLEGE  
FY07  
GRANTS REPORT  
JULY 1, 2006 - JUNE 30, 2007**

| <b>Granting Agency</b>                            | <b>Title</b>                                 | <b>Department</b>                      | <b>Grant Manager</b> | <b>Agency</b> | <b>Amount</b>      | <b>Start Date</b>        | <b>End Date</b>            | <b>Description</b>  |
|---|--|--|----------------------|---------------|--------------------|--------------------------|----------------------------|---|
| <b>AGENCY ALLOCATED GRANTS</b>                    |  |  |                      |               |                    |                          |                            |   |
| ICCB<br>Illinois Community College Board          | FY06 Adult Education & Family Literacy Grant | Academic Enrichment & Language Studies | Daniel Corr          | Federal/State | \$543,164          | 7/1/06                   | 6/30/07                    | Supports Adult Education Development Education programs (Federal Basic, \$172,756; State Basic, \$166,915, EL/Civics, \$44,502; <b>State Performance, \$140,152</b> ) |
| ICCB<br>Illinois Community College Board          | Perkins III                                  | Career Programs                        | Daniel Corr          | State         | \$352,216          | 7/1/06                   | 6/30/07                    | Supports career and technical education.  |
| ICCB<br>Illinois Community College Board          | Program Improvement                          | Career Programs                        | Daniel Corr          | State         | \$33,974           | 7/1/06                   | 6/30/07                    | Supports career and technical education.  |
| ICCB<br>Illinois Community College Board          | Business/Industry Workforce Preparation      | Harper College for Businesses          | Maria Coons          | State         | \$93,071           | 7/1/06                   | 6/30/07                    | Assists with local economic development efforts within Business & Industry Centers.   |
| ICCB<br>Illinois Community College Board          | Student Success                              | Academic Enrichment & Language Studies | Daniel Corr          | State         | \$148,300          | 7/1/06                   | 6/30/07                    | Supports developmental, remedial, first time in college, and disability student programs.   |
| IDHS<br>Illinois Department of Human Services     | Disabled Student Project                     | Access & Disability Services           | Tom Thompson         | State         | \$134,754          | 7/1/06                   | 6/30/07                    | Provides services to students with disabilities.  |
| USDJ<br>United States Dept of Justice             | COPS Universal Hiring Program                | Harper Police                          | Mike Alsup           | Federal       | <u>\$49,216</u>    | 8/1/02<br>Ext.<br>7/1/05 | 7/31/05<br>Ext.<br>1/31/07 | Pays for 3 fulltime officers, through Universal hiring program.   |
| <b>AGENCY ALLOCATED GRANTS</b>                    |  |  |                      |               | <b>\$1,354,695</b> |                          |                            |   |
| <b>FY07 Total All Grants: As of July 17, 2006</b> |  |  |                      |               | <b>\$1,866,162</b> |                          |                            |   |

WILLIAM RAINEY HARPER COLLEGE

BOARD INFORMATION

I. SUBJECT

Consortium, Cooperative and the State of Illinois Contracts purchasing status report.

II. REASON FOR CONSIDERATION

The Board is provided with a monthly update of purchases from consortiums, cooperatives or the State of Illinois Contracts.

III. BACKGROUND INFORMATION

The attached report is a summary of current purchases from consortiums, cooperatives or the State of Illinois Contracts.



WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

- I. SUBJECT  
Affiliation agreement between Harper College Continuing Education and TEC Services Consulting, Inc.
  
- II. REASON FOR CONSIDERATION  
The purpose of this agreement is to provide information technology and computer certification training to individuals identified by TEC Services as eligible to participate in the Department of Labor H-1B Technical Skills Training grant program.
  
- III. BACKGROUND INFORMATION  
The U.S. Department of Labor Employment and Training Administration awarded a training grant to TEC Services Consulting, Incorporated, to train approximately 1,000 individuals obtain high-level certifications for employment in the information technology and computer science industry. Designed to address the needs of both IT professionals and businesses, each program couples hands-on training with real-life projects and professional certifications. The students will be placed into existing Harper TECH classes and the tuition will be funded through the grant received by TEC Services.
  
- IV. RECOMMENDATION  
The administration recommends that the Board approve the attached Master Affiliation agreement prepared in collaboration with the College Attorney. The Dean of Continuing Education is authorized to execute the approved agreement.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

- I. SUBJECT  
Affiliation agreement between Harper College Continuing Education and Spherion Pacific Enterprises LLC.
- II. REASON FOR CONSIDERATION  
Due to the increased need for software quality assurance testers, the Harper College TECH program desires to provide the training through the the Spherion Software Quality Assurance Program to prepare individuals for employment in the industry. Spherion has developed the curriculum and desires to license it to Harper for instruction at Harper's extension site (Harper Professional Center and Northeast Center) facilities.
- III. BACKGROUND INFORMATION  
The Spherion Software Quality Assurance Program is designed to teach individuals how to utilize some of the best software testing tools on the market today in order to help companies develop, produce, and maintain quality software products in less time and with fewer defects. With more than 30 years experience in Software Quality Assurance solutions, Spherion is viewed as an ideal educational service provider.
- IV. RECOMMENDATION  
The administration recommends that the Board approve the attached Master Affiliation agreement prepared in collaboration with the College Attorney. The Dean of Continuing Education is authorized to execute the approved agreement.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT  
Affiliation agreement between Harper College Continuing Education and Computer Forensics Investigations, Inc. (CFI)

II. REASON FOR CONSIDERATION  
Due to the increased need for skilled computer security professionals and to meet the objectives of Harper's Homeland Security training initiative, the Harper College TECH program desires to provide a computer forensics program developed by Computer Forensics Investigations Inc. CFI desires to license its curriculum and instruction to Harper at Harper's extension site (Harper Professional Center and Northeast Center) facilities.

III. BACKGROUND INFORMATION  
The Continuing Education Computer Forensics program is an intensive and accelerated program geared towards working professionals and law enforcement agencies. The program helps prepare the student for the Certified Computer Examiner certification as well as for a job in the industry. The CE program may take up to six months to complete.

The Computer Forensics Program is designed to teach individuals the science of securing a computer, locking down its contents and using software tools to track down electronic evidence for use in criminal and civil investigations. Computer Forensics Investigations, Inc. specializes in computer forensics, electronic discovery, data recovery, expert witness testimony and related IT consulting. CFI also provides services to law enforcement, prosecutors, attorneys, corporations, businesses and institutions in the quest of attaining the facts from electronic media. With more than 12 years experience in computer forensics investigations, CFI is viewed as an ideal educational service provider.

IV.

RECOMMENDATION

The administration recommends that the Board approve the attached Master Affiliation agreement prepared in collaboration with the College Attorney. The Vice President of Administrative Services or the Dean of Continuing Education is authorized to execute the approved agreement.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Ratification of the four-year 2006/10 Collective Bargaining Agreement with the Professional/Technical Union.

II. REASON FOR CONSIDERATION

Ratification by the Board of Trustees is necessary to authorize the Board Chairman and Secretary to execute the Agreement.

III. BACKGROUND INFORMATION

Tentative agreement was reached between the negotiating teams on June 28, 2006. The vote taken by the Professional/Technical membership to ratify the Agreement was held on July 11, 2006.

The increased costs for fiscal year 2006/07 are \$356,059, for fiscal year 2007/08 the increased costs are \$359,237, for fiscal year 2008/09 the increased costs are \$367,372 and for fiscal year 2009/10 the increased costs are \$382,595.

IV. RECOMMENDATION

The administration recommends that the Board of Trustees ratify the four-year Collective Bargaining Agreement with the Professional/Technical Union effective July 1, 2006 and ending June 30, 2010, and the administration further recommends that the Board Chairman and Secretary be authorized to execute such Agreement on behalf of the Board of Trustees.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Resolution Seeking Clarification of Intent and Application of the Ethics Act to Community Colleges

II. REASON FOR CONSIDERATION

While the College has a long standing and strong commitment to fully comply with any/all aspects of the state's ethics legislation and program, there is serious concern over the unintended erosion in the local control and autonomy that may impact all Illinois Community Colleges as a result of the Attorney General's Opinion (NO. 05-009) which could lead to:

1. treating/viewing community colleges as "state agencies;"
2. cause Harper College to comply with the personnel policies of the Illinois Community College Board.

III. BACKGROUND INFORMATION

At its regular meeting held on Thursday, June 8, 2006, the Illinois Community College Council of Presidents (ICCCOP) approved the following motion:

"ICCCOP reaffirms its commitment that Illinois Community Colleges are units of local government in all circumstances and further encourages and supports the efforts of individual community colleges and the ICCTA to clarify the ambiguity of definitions in the Illinois State Officials and Employees Ethics Act."

IV. RECOMMENDATION

The administration recommends that the Board of Trustees approve the attached resolution which affirms the College's commitment to uphold the Illinois State Officials and Employees Ethics Act and authorizes the administration to initiate actions to ensure the autonomy of Harper College as a unit of local government.

## RESOLUTION

**WHEREAS**, in 1965 the Illinois Community College system was established in state law, and in 1965 Harper College was established locally, and all community colleges were designated as “special districts” under the Illinois Constitution of 1970, and as such, they are considered “units of local government;” and

**WHEREAS**, in 2003 the Illinois General Assembly approved the “State Government Officials and Employees Ethics Act” (the Ethics Act) which became state law; and

**WHEREAS**, in October 2005, the Illinois Attorney General issued a legal opinion that states in part “that community college districts are ‘special districts’ under the Illinois Constitution of 1970. As such they are considered ‘units of local government’.” The opinion continues to state, “Because community colleges districts constitute ‘public institutions of higher education’ . . . they fall within the definition of ‘State Agency’ as the term is used in the Ethics Act. Because the definition of ‘State Agency’ includes community college districts, it is my opinion that they . . . are not government entities authorized to adopt their own ethics ordinance or resolution. Rather community college districts and their employees must comply with the Ethics Act for State Agencies and State employees and the personnel policies established by the Illinois Community College Board;” and

**WHEREAS**, initial research reveals that there appears to be no legislative intent to consider community college districts as State Agencies under the Ethics Act; and

**WHEREAS**, local government autonomy and local control of community college districts could be threatened under the provisions of this opinion; and

**WHEREAS**, Harper College is in compliance with the requirements of the Ethics Act as determined by state law pertaining to “units of local government;” and

**WHEREAS**, Harper College wishes to maintain high ethics standards and policies;

**THEREFORE, BE IT RESOLVED** that the Board of Trustees of Harper College authorizes the administration to work to clarify the intents and applications of the Ethics Act to community colleges;

**AND BE IT FURTHER RESOLVED** that the administration is authorized to explore all possible avenues of gathering information;

**AND BE IT FURTHER RESOLVED** that the Board of Trustees authorizes the President to accept the information, make decisions and take actions consistent with, and limited to, the authority routinely delegated to the President, that he determines to be in the best interest of Harper College; and

**AND BE IT FURTHER RESOLVED** the President of Harper College shall keep all Trustees informed of his decisions;

**AND BE IT FURTHER RESOLVED** Harper College shall work closely with the Illinois Council of Community College Presidents and the Illinois Community Colleges Trustees Association to achieve the best possible results;

**AND BE IT FURTHER RESOLVED** that Harper College shall consider participating in a plan to share the expenses of these efforts among the various participating community colleges.

**Adopted by the Board of Trustees  
Harper College  
July 31, 2006**

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Laurie Stone, Chair

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Richard Gillette, Secretary