



Harper College
1200 West Algonquin Road
Palatine, Illinois

Regular Board Meeting Agenda

September 26, 2006
7:00 p.m.

I. Call to Order

II. Roll Call

III. Approval of Agenda

IV. Presentations

- Sheila Quirk-Bailey: Environmental Scan
- Dr. Penny Billman, Sr. Research Associate, NIU Outreach and Regional Development

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 - August 22, 2006 Regular Board Meeting | Exhibit IX-A.1 |
| 2. Bills Payable, Payroll for August 18, 2006, and September 1, 2006; Estimated Payroll for September 15, 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 |
| 6. Faculty Mid-Year Tenure Status Report | Exhibit IX-A.6 |

B. For Information

- | | |
|---|----------------|
| 1. Financial Statements | Exhibit IX-B.1 |
| 2. Committee and Liaison Reports | Exhibit IX-B.2 |
| 3. Grants and Gifts Status Report | Exhibit IX-B.3 |
| 4. Summary of Items Purchased from State Contracts, Consortiums or Cooperatives | Exhibit IX-B.4 |

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

X. New Business

- A. RECOMMENDATION: Annual Hearing of Budget for FY 2006-2007 Exhibit X-A
- B. RECOMMENDATION: Adoption of FY 2006-2007 Budget Exhibit X-B
- C. RECOMMENDATION: Resolution Designating a Person or Persons to Prepare a Tentative Budget for 2007-2008 Exhibit X-C
- D. RECOMMENDATION: Designation of Election Official for the April 17, 2007 Consolidated Election Exhibit X-D
- E. RECOMMENDATION: Second Reading of Modification of Board Policy on College Colors and Mascot Exhibit X-E
- F. RECOMMENDATION: Affiliation Agreement Between Harper College and Centegra Health Systems for Diagnostic Medical Sonography Exhibit X-F
- G. RECOMMENDATION: **New Levy** - College Protection, Health and Safety: Energy Conservation, Environmental Protection and Handicapped Accessibility Projects Exhibit X-G
- H. RECOMMENDATION: **Excess Funds** - College Protection, Health and Safety: Energy Conservation, Environmental Protection and Handicapped Accessibility Projects Exhibit X-H

XI. Announcements by the Chair

- A. Communications
- B. Calendar Dates

On-Campus Events

(Note: * = Required)

- October 1 8:00 a.m. - American Heart Association Heart Walk at Harper College
- October 7 8:00 p.m. - Luna Negra Dance Company - Performing Arts Center
- October 14 7:30 p.m. - Concert - Betty LaVette, Great Lady of Soul - Performing Arts Center
- October 15 3:00 p.m. - Harper Symphony Orchestra - Performing Arts Center
- October 17 7:30 p.m. - Harper Guitar Solo Concert - Drama Lab - L109
- *October 24 7:00 p.m. - Regular Board Meeting - W214-215
- November 10,11, 17, 18 8:00 p.m. - Harper Ensemble - Theatre Company - Noises Off - Performing Arts Center
- November 12, 19 2:00 p.m. - Harper Ensemble - Theatre Company - Noises Off - Performing Arts Center
- *November 14 7:00 p.m. - Regular Board Meeting - W214-215
- November 23-24 **Thanksgiving Holiday - the campus will be closed Thursday, November 23rd through Sunday, November 26th.**
- November 28 7:30 p.m. - Harper Guitar Ensemble - Performing Arts Center
- *December 12 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, August 22, 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 Tuesday, August 22, 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 Tuesday, August 22, 2006 at 7:03 p.m. in the Wojcik Conference Center (Room W214), 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL: Present: Members Gillette, Graft, Hill (7:05 p.m. arrival), Hoffman, Kelley, Murphy and Stone; Student Member Kudia
Absent: None

Also present: Robert Breuder, President; Joan Kindle, V.P. Student Affairs and Assistant to the President; Judy Thorson, V.P. Administrative Services; 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; Colleen Murphy, V.P. Enrollment and Marketing; Catherine Brod, V.P. for Development; Barbara Anderson; Mike Alsup; Carole Bomba; Dave Braunschweig; Arlene Bublick; Phil Burdick; Orlando Cabrera; Daniel Corr; Laura Crane; Tom Dowd; Earl Dowling; Donna Drake; David Dwyer; Denise Evans; Terence Felton; John Finan; Robert Getz; Sally Griffith; Vickie Gukenberger; Michael Harkins; Mia Igyarto; Rich Johnson; Ashley Knight; Laura LaBauve; Joanne Leski; Jim Ma; Fredia Martin; Jennifer Mathes; Russ Mills; Mark Mrozinski; Michael Nejman; Sheryl Otto; Joni Rothblum; Ilona Saln; Rich Seiler; Diana Sharp; Douglas Spiewak; Dennis Weeks; Deanna White and Andrew Wilson.

Guests: Sara Faiwell, Daily Herald; Tim Kane, Chicago Tribune; Mary Jo Willis; retired faculty member.

Sally Griffith led everyone in the Pledge of Allegiance.

Chair Stone noted that there would not be a closed session following the Regular Board meeting.

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

In a voice vote, the motion carried.

Member Hill entered the meeting at 7:05 p.m.

EDUCATIONAL PRESENTATIONS

There were no educational presentations.

STUDENT TRUSTEE REPORT

Student Member Kudia noted that it is Welcome Week at Harper College. Yesterday, Student Ambassadors and Harper staff handed out pens, candy, key chains and fliers about Student Senate. Later in the week, there will be a concert with free pop and pizza and an ice cream social.

He noted that he enjoyed helping out with the Festival and speaking to students about different clubs and events at Harper College. The activities and organizations bring the students together and give a sense of community.

Student Member Kudia also noted that he was pleased to see the exhibit in the Board packet regarding the revitalized Harper Hawks symbol and the change in school colors to blue and gray. It was an effort launched by last year's Student Senate President, Sharon Cash, and this year's President, Fernando Diaz. He displayed the new Hawks symbol.

PRESIDENT'S REPORT

Dr. Breuder introduced John Finan, the new Associate Dean for Liberal Arts; and Ashley Knight, the new Dean of Wellness and Campus Activities. He noted that Mr. Finan has been on the faculty teaching Spanish at Harper for a long time.

Dr. Breuder called attention to an article in a recent edition of *U.S. News and World Report* in which they feature America's best colleges. He distributed copies to Board members and noted that Harper College is featured on page 31.

With regard to enrollment, Dr. Breuder noted that they are up approximately 40 basis points over fall of last year on the FTE side. He is optimistic they will hit the budgeted one percent growth this year. He believes everyone is experiencing a softening in enrollment across the country – not just in Illinois. Harper's .39 percent growth on the FTE side looks very good in comparison to the enrollment numbers of eight or nine other community colleges. They will be looking for tenth day numbers and end-of-semester numbers. It is their intent to grow again and to add to the 25

percent growth that they have enjoyed during the last six or seven years.

HARPER EMPLOYEE COMMENTS

Dave Braunschweig, Andrew Wilson and Rich Johnson addressed the Board. On behalf of the faculty, Mr. Braunschweig thanked the Board and Dr. Breuder for the opportunity to meet with them last Friday. It is important that they are able to gather together occasionally on a more casual basis and improve their relationships. It was noted that a CD has been distributed to Board members featuring the compositional piece by Dr. Stan Ryberg, as promised at last month's Board meeting.

As a continuation of last month's presentation, they gave an overview of several retirees' projects:

- Analyzed the needs of Developmental Mathematics students.
- Focused on Beginning Algebra courses in order to determine the efficacy of the program.
- Collaborated with mathematical faculty in ongoing internal curriculum review, which resulted in a full revision of their three-course Developmental Math program.
- Pioneered an innovative learning community between Developmental Math and Developmental Reading, which then leads into the Developmental English program.
- Evaluated materials, books, software and anything that would be of interest to the faculty members at Harper and to the students, and reported suggestions back to the Dean and Department Chair.
- Continues to teach English 100, 101 and 102.
- Traveled extensively across the country to various conferences as both an attendee and a presenter.
- Worked with the Department of Mathematics to create and maintain a list of retiring or recently retired mathematics teachers from Harper and High School Districts 211 and 214, Barrington and St. Viator. This is of great value to the department, because many of the courses are taught by adjuncts over the course of the years. Tremendous credentials and teaching experience are crucial to maintaining the educational integrity of Harper's programs.

Mr. Braunschweig introduced retired faculty member Mary Jo Willis, who served for 27 years in the Department of Speech and Theatre. Ms. Willis stated that she came to Harper in 1975 to teach Speech and Theatre and to direct plays and musicals; she took early retirement in 2002. She

noted that there was rarely a day when she did not come to Harper with a sense of joy and a sense of purpose. She strove to be the best teacher she could possibly be and do quality work. She was very torn when faced with the decision to pursue early retirement. Former Trustee Kris Howard talked with her about the fact that she could still remain involved as a retired faculty, and that they would value her expertise.

Ms. Willis explained that she enjoys her involvement with the Harper College Educational Foundation; she has worked with the Director's Circle in the Foundation and co-chaired the committee. She has also performed with Harper Symphony Orchestra as a narrator in Peter and the Wolf and in their holiday concerts. She performed with fellow faculty in the Speech and Theatre Department for storytelling, participated in audition workshops for students, attended workshops with students and participated in a seminar with Lifelong Learning Institute. She values her longstanding friendships with faculty and has a great passion for Harper College. She added that she is grateful for the generosity of the Board.

Chair Stone thanked them for their presentation. She noted, on behalf of the Board, that they are proud of the work that is being done, and they are glad to see that the money allocated towards this program is being put to good use.

CITIZEN COMMENTS

There were no citizen comments.

CONSENT AGENDA

Member Graft moved, Member Hoffman seconded, approval of the minutes of the July 31, 2006 regular Board meeting; bills payable; payrolls for July 21, 2006 and August 4, 2006; estimated payroll for August 18, 2006; bid awards; purchase orders; personnel action sheets; first reading on modification of Board policy on College colors and mascot; financial statements, committee and liaison reports, grants and gifts status report, summary of items purchased from state contracts, consortiums or cooperatives, inactivation of administrative technology plan, as outlined in Exhibits IX-A.1 through IX-B.5, (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Accounts Payable & Tuition Refunds (Oracle)
\$3,483,816.06

The payroll of July 21, 2006 in the amount of \$1,681,270.39; and August 4, 2006 in the amount of \$1,704,678.30; and estimated payroll of August 18, 2006 in the amount of \$1,692,974.35.

Bid Award	Ex. IX-A.3.a	Award bid Q00476 to Universal Asbestos Removal, Inc., the low bidder for asbestos abatement on the second and third floors of Building A, in the amount of \$43,600 and consulting fees to United Analytical in an amount not to exceed \$10,504 for a total award of \$54,104.
Purchase Order	Ex. IX-A.4.a	Approve issuance of a purchase order to Spectrum Industries, Inc. for 15 media lecterns for use in the retrofit of classroom rooms, lecture halls, and labs into media rich/smart rooms in the amount of \$36,797.
Personnel Actions		<p><u>Administrator Appointments</u> John Finan, Associate Dean, Liberal Arts, LIB ARTS, 08/09/06, \$75,000/year Ashley Knight, Dean, Wellness and Campus Activities, WHP, 08/23/06, \$95,000/year</p> <p><u>Faculty Appointments</u> Jose Vital, Instructor – Heating and Air Conditioning, TMS, 08/28/06, \$47,944/year Elke Weinbrenner, Instructor – American Sign Language, LIB ARTS, 08/15/06, \$45,016/year</p> <p><u>Professional/Technical Appointment</u> Shinya Takai, Desktop Integration Analyst IV, IT/TS, 08/21/06, \$55,500/year</p> <p><u>Classified Staff Appointments</u> Lisa Hiirn, Laboratory Assistant, p/t, Fashion/Interior Design; LIB ARTS, 08/07/06, \$24,413/year Dana Tenenbaum, Facilities Assistant, WHP, 08/14/06, \$32,799/year</p> <p><u>Professional/Technical Resignation</u> Colleen Tomanek, Transfer & Diverse Populations Specialist, STU DEV, 09/01/06, 4 years 5 months</p>

Classified Staff Resignation

Sara Mikula, Information Receptionist, p/t, STU DEV,
08/19/06, 3 years 2 months

First Reading on
Modification of Board
Policy on College Colors
and Mascot

Board members received the first reading on modification of
Board policy on College colors and mascot.

Inactivation of
Administrative
Technology Program

Board members received information regarding proposed
curricular inactivation.

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

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

Motion carried. Student Member Kudia voted aye.

NEW BUSINESS:

Revision to
Recommended 2006-
2007 Board Meeting
Dates

Member Kelley moved, Member Hill seconded,
approval of the change in date for Board Organization
Meeting from Wednesday, May 2, 2007 to Wednesday,
May 9, 2007, 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.

In response to Member Gillette, Chair Stone noted that the
President's Evaluation meeting is a closed session that will
be held on August 29. As such, it would not be listed as a
Regular Board meeting.

Resolution to Establish
a Revised 2006-07
Budget Hearing Date

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

In a voice vote, the motion carried.

Recommendation for
Approval for the
Partnership Fee for Two

Member Murphy moved, Member Graft seconded,
approval of the issuance of the partnership fee in the
amount of \$20,000 (\$10,000 per center) for the Palatine

Community Outreach
Centers

Opportunity Center (POC) and the Police Neighborhood Resource Center (PNRC) in Rolling Meadows, Illinois, 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.

Affiliation Agreement
with West Suburban
Medical Center for
Nursing and Cardiac
Technology

Member Graft moved, Member Murphy seconded, approval of the Affiliation Agreement between Harper College and *West Suburban Medical Center*, and authorization for the Dean of Health Careers and Public Safety to sign all of the above, 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.

Ratification of 2006-
2010 Collective
Bargaining Agreement
with Illinois Council of
Police & Sheriffs
(ICOPS) Union

Member Graft moved, Member Hoffman seconded, ratification of the four-year Collective Bargaining Agreement with Illinois Council of Police & Sheriffs (ICOPS) Union effective July 1, 2006 and ending June 30, 2010, and authorization for the Board Chair and Secretary to execute such Agreement on behalf of the Board of Trustees, as outlined in Exhibit X-E (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

Ratification of 2006-
2010 Collective
Bargaining Agreement
with Illinois Education
Association/National
Education Association
(IEA/NEA) Union

Member Graft moved, Member Hoffman seconded, ratification of the four-year Collective Bargaining Agreement with Harper #512 Association, IEA/NEA effective July 1, 2006 and ending June 30, 2010, and authorization for the Board Chair and Secretary to execute such Agreement on behalf of the Board of Trustees, 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.

Chair Stone noted that they were happy to have approved two more contracts.

ANNOUNCEMENTS BY
CHAIR

Communications

There were no communications.

Chair Stone noted that the Welcome Reception they hosted on Friday was a big success. She thanked everyone who attended.

Calendar Dates

Calendar dates are printed on the Agenda for Board information. Chair Stone reminded Board members that the Community Night for the Greater Barrington Area and the Village of Inverness will be held on September 6 in the Wojcik Conference Center. The next three Regular Board meetings are on September 26, October 24 and November 14, 2006.

OTHER BUSINESS

Chair Stone noted that the Outcomes document was distributed to Board members. She is very much looking forward to reading it. She thanked Sheila Quirk-Bailey and others who helped put the document together.

With regard to Exhibit IX-B.5 Inactivation of Administrative Technology Program, Member Gillette asked if the Board could be provided with the cost analysis that would show how much this action will save the College. Dr. Breuder affirmed.

With regard to changing the school colors, Member Gillette suggested they poll alumni before making a decision. He noted that history shows that the first class here chose those colors; they are the colors of University of Chicago and this College is named after William Rainey Harper, the University of Chicago's first President. He is concerned that they are breaking 40 years of tradition without consulting the alumni.

Chair Stone noted that the item on the Agenda was a first reading, and there will be opportunity to discuss it in detail when it comes up for a vote. Member Gillette suggested they put an ad in the paper and ask alumni to vote yes or no, before it comes before the Board. Chair Stone noted that the current student body feels it is a good idea, and they have a real stake in this as well. Member Murphy stated that it is a reasonable request to consult the alumni.

Member Hill noted that, with Harper's 40th anniversary Gala celebration being planned, it would be a great time to reach back to the alumni and former faculty. They would be a great resource. In response, Chair Stone asked Dr. Breuder to determine who on his team might be of assistance in doing this. It has to be a coordinated effort. Dr. Breuder concurred.

ADJOURNMENT

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

In a voice vote, the motion carried at 7:33 p.m.

Chair

Secretary

BOARD REQUESTS

AUGUST 22, 2006 REGULAR BOARD MEETING

1. With regard to the Exhibit IX-B.5 Inactivation of Administrative Technology Program, Member Gillette asked if the Board could be provided with the cost analysis that would show how much this action will save the College.

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
PALATINE, ILLINOIS 60067

FUND EXPENDITURES TO BE APPROVED

I. BILLS PAYABLE

Accounts Payable & Tuition Refunds	\$ 4,768,003.73
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II. PAYROLL

08/18/2006	\$ 1,349,824.70
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09/01/2006	1,585,735.36
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III. ESTIMATED PAYROLL

09/15/2006	\$ 1,467,780.03
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WILLIAM RAINEY HARPER COLLEGE

BOARD MEETING

September 26, 2006

SUMMARY OF BIDS

Exhibit IX – A.3.a The administration recommends that the Board award bid request Q00475 to Chicago Flyhouse, Inc., the low bidder for upkeep and maintenance of the theatrical rigging system for the Performing Arts Center, in the amount of \$17,334.10.

Exhibit IX – A.3.b The administration recommends that the Board award bid request Q00478 for a three-year lease of the Microsoft Campus Agreement 3.4 for both administrative and academic environments to Educational Resources Inc., the lowest bidder, in the amount of \$72,826.05 per year from July 1, 2006 through June 30, 2009 for a three-year total of \$218,478.15.

It is also recommended that the Vice President of Information Technology be authorized to sign the third party contract agreement with Microsoft Corporation and their reseller.

Exhibit IX – A.3.c The administration recommends that the Board split the award of bid request Q00482 per line item to the lowest responsible bidders as follows: two thoracic organ models, two urinary system models, two full figure human anatomy models, two head and neck models, two skin models to Armstrong Medical Industries, Inc. in the amount of \$11,098; and two thermal cyclers to Wards Natural Science Est., Inc. in the amount of \$3,990 for a total award of \$15,088.

- Exhibit IX – A.3.d The administration recommends that the Board award bid request Q00481 for the purchase of ground cover and shrubs for the lower level landing directly south of Building A to Charles J. Fiore Company, Inc., the lowest responsible bidder, in the amount of \$11,767.70.
- Exhibit IX – A.3.e The administration recommends that the Board award bid request Q00480 for athletic field potable water service drinking fountains, and a field hydrant to K. C. Plumbing, Inc., the low bidder, in the amount of \$48,650 plus the architect's fee in the amount of \$3,649, reimbursables of not to exceed \$2,250, and a contingency of not to exceed \$4,865 for a total award of \$59,414.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00475 for upkeep and maintenance of the theatrical rigging system for the Performing Arts Center as requested by Student Affairs.

II. BUDGET STATUS

Funds in the amount of \$17,334.10 will be provided in the 2006/07 Operations and Maintenance Restricted Fund budget under account number 0101-8060-039-5804000.

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:

Chicago Flyhouse, Inc.	\$17,334.10
Grand Stage Lighting Company, Inc.	27,770.00
Texas Scenic Company, Inc.	No Bid

The Performing Arts Center contains a complex rigging system designed to position the curtains, scenery and lighting equipment properly and as quickly as possible before and during the various types of performances held in the Center. The rigging system is a counter weight system of ropes and pulleys designed to support 1,500 to 3,000 pounds on each of the forty line sets.

This request is for ongoing upkeep and maintenance for the rigging system in the Performing Arts Center. The work will include repairing the main rope controls and pulley system, extending the t-track (a guide track for counterweight system), and adjusting the lift lines. This will make the system easier for the technicians to transfer weight and move the scenery and lighting equipment.

When complete, the system will be as safe as possible for the technicians that operate it, as well as those performing on stage.

The bidders that did not bid were from out of state and passed on the project as it was not large enough for them to justify the travel to perform the maintenance and upkeep. Chicago Flyhouse, Inc. and Grand Stage Lighting Company, Inc are the only two local vendors that provide maintenance and upkeep of theatrical rigging systems.

IV. RECOMMENDATION

The administration recommends that the Board award bid request Q00475 to Chicago Flyhouse, Inc., the low bidder for upkeep and maintenance of the theatrical rigging system for the Performing Arts Center, in the amount of \$17,334.10.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00478 for a three-year lease of the Microsoft Campus Agreement 3.4 for both administrative and academic environments as requested by Information Technology/Client Services.

II. BUDGET STATUS

Funds in the amount of \$218,478.15 will be provided, \$72,826.05 each in the 2006/07, 2007/08 and 2008/09 Restricted Purposes Fund budget, under account number 6606-8080-245-5404002.

III. INFORMATION

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

Educational Resources Inc.	\$72,826.05
Bell Industries, Inc.	74,159.25
Software Plus	74,437.00
Dell Marketing L.P.	74,870.29
En Pointe Technologies Sales, Inc.	75,625.77
Zones, Inc.	75,714.65
Softchoice Corporation	76,514.57
PC Mart Inc.	116,558.34

The Microsoft Campus Agreement 3.4 license provides the College a site license agreement to use Microsoft Campus Desktop (Office Pro, Windows OS Upgrade and Core CAL), MS FrontPage, MS Project Professional, MS Visual Studio Professional, MS Visio Professional, MS SQL Client Access and MS Windows Terminal

Server Client Access. The College currently has a constant need for 3,000 licensed workstations.

With the anticipated release of Microsoft's new Operating System, Vista, in March 2007 and the necessity to upgrade related software products, the cost for Microsoft products are expected to increase significantly. Accepting the Three-year Subscription Option will freeze pricing at the quoted first year price. The plan of the College is to gradually phase in the upgrade to Vista across campus within the next three years. The cost to upgrade to Vista is included in the Microsoft Campus Agreement 3.4.

This lease contract will be for a three-year period of July 1, 2006 through June 30, 2009.

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

IV.

RECOMMENDATION

The administration recommends that the Board award bid request Q00478 for a three-year lease of the Microsoft Campus Agreement 3.4 for both administrative and academic environments to Educational Resources Inc., the lowest bidder, in the amount of \$72,826.05 per year from July 1, 2006 through June 30, 2009 for a three-year total of \$218,478.15.

It is also recommended that the Vice President of Information Technology be authorized to sign the third party contract agreement with Microsoft Corporation and their reseller.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00482 for two thoracic organ models, two urinary system models, two full figure human anatomy models, two head and neck models, two skin models and two thermal cyclers as requested by the Technology, Math and Science Division for the Biology department.

II. BUDGET STATUS

Funds in the amount of \$15,088 will be provided in the 2006/07 Education Fund budget, under account number 0001-1010-311-5806001.

III. INFORMATION

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

Carolina Biological Supply Co.	\$ 2,914.38	No bid 3 items
Fisher Scientific Co., LLC	9,867.56	No bid 3 items
Armstrong Medical Industries, Inc.	11,098.00	No bid 1 item
Biomedical Models LLC	12,971.36	No bid 3 items
Sargent-Welch International	15,118.52	No bid 2 items
Holt Anatomical	15,580.00	No bid 1 item
Ward's Natural Science Est., LLC	20,016.44	

This request is for equipment needed for the Biology labs. It will be co-mingled with existing equipment to support the labs.

In order to obtain the lowest cost for the College the award will be split per line item to the lowest responsible bidders as follows: two thoracic organ models, two urinary system models, two full figure

human anatomy models, two head and neck models, and two skin models will be awarded to Armstrong Medical Industries, Inc. in the amount of \$11,098; and two thermal cyclers to Wards Natural Science Est., Inc. in the amount of \$3,990 for a total award of \$15,088.

IV. RECOMMENDATION

The administration recommends that the Board split the award of bid request Q00482 per line item to the lowest responsible bidders as follows: two thoracic organ models, two urinary system models, two full figure human anatomy models, two head and neck models, two skin models to Armstrong Medical Industries, Inc. in the amount of \$11,098; and two thermal cyclers to Wards Natural Science Est., Inc. in the amount of \$3,990 for a total award of \$15,088.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00481 for the purchase of ground cover and shrubs for the lower level landing directly south of Building A as requested by Physical Plant.

II. BUDGET STATUS

Funds in the amount of \$11,767.70 will be provided in the 2006/07 Operations and Maintenance Restricted Fund budget, under account number 0100-8060-039-5802000-5516.

III. INFORMATION

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

D. Hill Nursery	\$ 3,277.12 (no bid 1 item)
Beaver Creek Nursery	4,673.00 (no bid 1 item)
Charles J. Fiore Company, Inc.	11,767.70
Klehm Plants	12,428.00

On July 31, 2006 the board approved bid request Q00471 for removal and replacement of existing brick, concrete, drainage tiles and plant material in the lower level landing directly south of Building A.

This request is for the purchase of ground cover and shrubs for this area. By dealing directly with the Nurseries, and not through the construction contractor, the College eliminates the additional mark up and the labor that the construction contractors add for their services. Further savings will also be obtained by having the Roads and Grounds department plant the material.

Neither Beaver Creek Nursery nor D. Hill Nursery submitted a bid for the shrubs. Charles J. Fiore Company, Inc. is the lowest bidder for the shrubs.

The bid from D. Hill Nursery was noncompliant as they did not bid the correct quantity for the ground cover. Beaver Creek Nursery is the lowest bidder for the ground cover.

The College reviewed the option of splitting the award to the two lowest bidders at a savings of \$39.10 and concluded that the savings would be lost in the cost of issuing separate purchase orders and in coordinating shipments from two separate vendors.

IV. RECOMMENDATION

The administration recommends that the Board award bid request Q00481 for the purchase of ground cover and shrubs for the lower level landing directly south of Building A to Charles J. Fiore Company, Inc., the lowest responsible bidder, in the amount of \$11,767.70.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00480 for athletic field potable water service, drinking fountains and a yard hydrant as requested by Administrative Services.

II. BUDGET STATUS

Funds in the amount of \$59,414 will be provided in the 2006/07 Operations and Maintenance Restricted Fund budget, under account numbers 0100-8060-039-5802000-5513 and 0100-8060-039-5303000-5513.

III. INFORMATION

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

K. C. Plumbing, Inc.	\$48,650
Halloran & Yauch, Inc.	56,875

Four vendors attended the mandatory pre-bid meeting. After that meeting one of the vendors declined to bid because they could not meet the installation schedule. The second vendor did not have experience in installing potable water so declined to bid the project.

The Board approved field improvements of the varsity practice field at the February 28, 2006 Board of Trustees meeting. During the renovation of the practice field it was discovered that the lines providing potable water to the tennis courts and athletic fields did not meet code. The lines were immediately shut down and estimates were requested of the contractor to bring the delivery line up to code. The dollar amount requested exceeded the authority of the College

to issue a change order to correct the deficiency. In addition to replacing the water lines, new drinking fountains will be installed at the tennis courts, football field, and baseball field. A yard hydrant will also be installed at the football field.

The architect, JJR, has reviewed the bids submitted and advised the College that the low bid is from a responsible contractor and the dollar amount meets the expected budget for the project.

Also included in this request is the architect's fee in the amount of \$3,649, reimbursables of not to exceed \$2,250, and a contingency of not to exceed \$4,865.

IV.

RECOMMENDATION

The administration recommends that the Board award bid request Q00480 for athletic field potable water service drinking fountains, and a field hydrant to K. C. Plumbing, Inc., the low bidder, in the amount of \$48,650 plus the architect's fee in the amount of \$3,649, reimbursables of not to exceed \$2,250, and a contingency of not to exceed \$4,865 for a total award of \$59,414.

WILLIAM RAINEY HARPER COLLEGE

BOARD MEETING

September 26, 2006

SUMMARY OF PURCHASE ORDERS

THERE ARE NO PURCHASE ORDERS THIS MONTH.

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 Administrator Appointment.
- B. Ratification of Professional/Technical Appointments.
- C. Ratification of Supervisory/Confidential Appointment.
- D. Ratification of Classified Staff Appointments.
- E. Ratification of Harper #512 IEA-NEA Appointment.
- F. Ratification of Limited Term Employment Appointment.
- G. Ratification of Professional/Technical Retirement.
- H. Ratification of Supervisory/Confidential Retirement.
- I. Ratification of Classified Staff Resignations.
- J. Ratification of Professional Technical Resignations.

IV. RECOMMENDATION

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

WILLIAM RAINEY HARPER COLLEGE

BOARD INFORMATION

I. SUBJECT

Faculty Mid-Year Tenure Status Report

II. REASON FOR CONSIDERATION

Article III.M.2 of the 2002-2006 Agreement with the faculty requires that the College President notify all faculty "who shall enter upon tenure at the onset of the subsequent academic year."

III. BACKGROUND INFORMATION

Since 1980, resulting from a change in the Community College Act, Board of Trustee action is required only for the denial of tenure. The administration informs the Board of the tenure status of all probationary faculty after review by the Faculty Tenure Committee and the administrative staff.

Following are the names of faculty hired mid-year who are currently non-tenured and the academic year each would be first eligible for tenure.

FIRST YEAR EMPLOYED (MID-YEAR)

**FIRST YEAR ELIGIBLE
FOR TENURE (MID-YEAR)**

Spring 2004

Roger House - *Chemistry (TMS)*
Veronica Mormino - *Geography (BUSSS)*

Spring 2007

Spring 2005

Patricia Bruner - *Graphic Arts (TMS)*
Uriel Buitrago-Suarez - *Biology (TMS)*
Mary Hood - *Radiologic Technology (HCPS)*
Greg Horeni - *Nursing (HCPS)*
Keith Jensen - *Humanities (LIBARTS)*

Spring 2008

Spring 2006

DuBoi McCarty - *Counselor (StuDev)*

Spring 2009

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

Exhibit IX-B.1
September 22, 2006

Depository or Instrument	Date Purchased	Date of Maturity	Term (Days)	Rate (%)	Earnings to Maturity	Principal Invested @ 08/31/06	Market Value
<u>Certificates of Deposits</u>							
PMA/Morton Community Bank	03/17/05	09/14/06	546	3.860	87,514.98	1,500,000	
PMA/Am Heritage Natl Bank	09/07/05	09/28/06	386	3.960	63,161.85	1,500,000	
PMA/Missouri State B&TC	09/07/05	10/12/06	400	3.960	65,370.64	1,500,000	
PMA/Guaranty Bank-MO	09/07/05	10/26/06	414	3.960	67,696.04	1,500,000	
PMA/Associated Bank	10/18/05	10/26/06	373	4.430	68,198.55	1,500,000	
PMA/Southern New Hampshire	11/04/04	11/09/06	735	2.910	89,448.59	1,500,000	
PMA/Corus Bank	11/04/04	11/09/06	735	2.910	88,566.77	1,500,000	
PMA/Stratford State	10/28/05	11/21/06	389	4.520	72,478.50	1,500,000	
PMA/Associated Bank	10/18/05	11/30/06	408	4.430	124,377.41	2,500,000	
Northern Trust	10/21/05	11/30/06	405	4.430	196,619.23	4,000,000	
PMA/Associated Bank	10/27/05	11/30/06	399	4.500	49,432.68	1,000,000	
PMA/Natl Bank of Commerce	11/10/04	11/30/06	750	3.070	95,592.63	1,500,000	
Northern Trust	11/21/05	12/07/06	381	4.650	74,458.58	1,500,000	
PMA/American Enterprise Bank	11/21/05	01/04/07	409	4.670	78,761.86	1,500,000	
Northern Trust	12/07/05	01/18/07	407	4.720	80,900.56	1,500,000	
Northern Trust	12/07/05	02/01/07	421	4.720	83,758.57	1,500,000	
Harris Bank	01/12/06	02/15/07	400	4.760	96,381.60	1,800,000	
Harris Bank	01/12/06	03/01/07	414	4.760	99,846.86	1,800,000	
Harris Bank	01/12/06	03/15/07	428	4.760	103,318.45	1,800,000	
Harris Bank	01/12/06	03/29/07	442	4.760	106,796.39	1,800,000	
PMA/Associated Bank	03/06/06	04/12/07	402	5.000	110,677.35	2,000,000	
LaSalle Bank	03/06/06	04/26/07	416	4.970	114,862.22	2,000,000	
PMA/Flagstar Bank	03/06/06	05/10/07	430	5.050	119,346.17	2,000,000	
PMA/Flagstar Bank	03/06/06	05/24/07	444	5.050	123,243.26	2,000,000	
Northern Trust	03/16/06	06/07/07	449	5.100	129,213.67	2,000,000	
PMA/Flagstar Bank	03/06/06	06/07/07	458	5.050	127,141.02	2,000,000	
Northern Trust	03/16/06	06/21/07	463	5.100	133,373.13	2,000,000	
PMA/Flagstar Bank	03/06/06	06/21/07	472	5.050	131,039.46	2,000,000	

PMA/Associated Bank	03/22/06	07/05/07	470	5.060	130,973.98	2,000,000	
PMA/Heritage Bank of Central II	03/22/06	07/19/07	484	5.060	54,131.48	800,000	
PMA/Benchmark Bank	08/01/06	07/19/04	352	5.410	78,522.90	1,500,000	
PMA/Heritage Bank of Central II	03/30/06	08/02/07	490	5.110	152,296.49	2,200,000	
Harris Bank	08/01/06	08/16/04	380	5.400	144,562.78	2,500,000	
PMA/Cole Taylor Bank	08/21/06	08/30/07	374	5.360	110,152.70	2,000,000	
PMA/Stratford State	08/21/06	09/13/07	389	5.360	114,459.34	2,000,000	
Northern Trust	08/30/06	09/27/04	393	5.250	123,304.89	2,125,000	
PMA/Key Bank	08/30/06	10/11/07	407	5.330	126,295.45	2,125,000	
Northern Trust	08/30/06	10/25/07	421	5.250	132,366.61	2,125,000	
PMA/Key Bank	08/30/06	11/08/07	435	5.330	134,984.08	2,125,000	
Weighted Average: 5.031						<u>71,700,000</u>	<u>0</u>

Agencies

FNMA Notes	12/22/04	12/22/06	730	3.500	105,000.00	<u>1,500,000</u>	<u>1,482,660</u>
Weighted Average: 3.5						<u>1,500,000</u>	<u>1,482,660</u>

Illinois Funds	Monthly Average			5.124		<u>3,183,706</u>	<u>3,183,706</u>
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TOTALS AS OF:	08/31/06					<u><u>76,383,706</u></u>	<u><u>76,366,366</u></u>
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WILLIAM RAINEY HARPER COLLEGE
Preliminary Schedule of Investments
As of August 31, 2006

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

	<u>Outstanding Investments</u>	<u>FY07 Budget</u>	<u>Planned To Date</u>	<u>Earned To Date</u>
EDUCATION FUND	\$ 34,558,227	1,000,000	166,667	212,525
OPERATIONS, & MAINT. FUND	9,837,294	350,000	58,333	79,288
OPERATIONS, & MAINT. FUND (Restricted)	4,954,658	150,000	25,000	45,773
BOND & INTEREST	7,275,084	150,000	25,000	54,923
AUXILIARY ENTERPRISES	1,493,016	75,000	12,500	14,546
RESTRICTED FUNDS	4,409,502	120,000	20,000	35,764
WORKING CASH FUND	13,420,438	450,000	75,000	102,676
AUDIT FUND	291,623	10,000	1,667	2,326
LIABILITY, PROTECTION & SETTLEMENT	<u>143,864</u>	<u>7,000</u>	<u>1,167</u>	<u>1,648</u>
Total	<u>\$ 76,383,706</u>	<u>2,312,000</u>	<u>385,334</u>	<u>549,469</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.

- Bill Kelley: Legislative Report
- 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
August Fundraising Report FY07**

9/11/2006

Page 1

Appeal Description	Gift Count	Cash	Pledges/Stocks	In-Kind Gifts	Other	Total
FY06 Year End Direct Mail	1	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
Golf Open 2006	1	\$125.00	\$0.00	\$0.00	\$0.00	\$125.00
Harper Symphony Orchestra	1	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
Margaret Scott	31	\$1,971.00	\$0.00	\$0.00	\$0.00	\$1,971.00
Pacesetters Appeal FY07	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Tribute	15	\$450.00	\$0.00	\$0.00	\$0.00	\$450.00
Unsolicited	2	\$0.00	\$0.00	\$700.00	\$0.00	\$700.00
Grand Totals:		\$4,146.00	\$0.00	\$700.00	\$0.00	\$4,846.00

55 Gift(s) listed

49 Donor(s) listed

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

Granting Agency	Title	Department	Grant Manager	Agency	Amount	Start Date	End Date	Description
COMPETITIVE GRANTS								
ASRT Education and Research Foundation	ASTRO Radiation Therapy New Program Development Grants Program	Health Careers & Public Safety	Vickie Gukenberger, Daniel Corr	Foundation	\$12,500	8/11/06	8/10/07	Support curriculum development for Radiation Therapy program.
Rochester Institute of Technology	Project Access	Access & Disability Services	Tom Thompson	RIT	\$3,000	7/1/06	12/31/06	Promote access to deaf and hard of hearing students to post secondary education. Present available resources to other community colleges.
Secretary of State Literacy Office	Advancing Through Literacy: Workforce ESL for Hospital Employees 2007	Harper College for Businesses	Maria Coons	State	\$15,000	7/1/06	6/30/07	Partner with Northwest Community Healthcare to provide 2 ESL classes for 30 NCH employees.
IBHE 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 Illinois Board of Higher Education	HECA Disability Matrix Sub grant	Access & Disability Services	Tom Thompson	State/ UIC	\$9,612	9/1/05	8/31/06 Extend 08/23/07	Develops disability data collection tools, working with UIC and other colleges.
IDOL 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.

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

Granting Agency	Title	Department	Grant Manager	Agency	Amount	Start Date	End Date	Description
DCEO 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 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.
NSF National Science Foundation	Scholarships for Success	Technology, Math & Sciences & Marketing Svcs	Sally Griffith Dan Loprieno	Federal	\$60,000	1/15/02	12/31/06	Provides scholarship assistance to support Math, Science, Engineering & Computer Science students.
WBMC Workforce Board of Metropolitan Chicago	Critical Skills Shortages Initiative - Addressing Manufacturing Shortages	Career Programs	Daniel Corr	State	<u>\$100,000</u>	10/1/05	12/31/06	Provides training to underemployed or unemployed workers in manufacturing occupations in the northwest suburbs.
COMPETITIVE GRANTS	TOTAL				\$524,567			

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

Granting Agency	Title	Department	Grant Manager	Agency	Amount	Start Date	End Date	Description
AGENCY ALLOCATED GRANTS								
ICCB Illinois Community College Board	FY 2007 P-16 Initiative	Career Programs	Daniel Corr	Federal/ State	\$159,255	8/31/06	6/30/07	Supports early college enrollment of district high school students.
ICCB Illinois Community College Board	FY 2007 Community College Tech Prep Support Grant	Career Programs	Daniel Corr	Federal/ State	\$47,143	7/1/06	6/30/07	Support goals and objectives of the federal Tech Prep grant.
ICCB Illinois Community College Board	FY 2007 Career and Technical Education Strand III - Innovation Grant	Career Programs	Daniel Corr	Federal/ State	\$5,000	7/1/06	6/30/07	Provide resources to help enhance innovative CTE programs within the community college system.
ICCB Illinois Community College Board	FY 2007 Career and Technical Education Strand II - Performance Enhancement Grant	Career Programs	Daniel Corr	Federal/ State	\$5,000	7/1/06	6/30/07	Develop, implement and improve computerized automated degree and certificate auditing systems which recognize and promote student success.
ICCB Illinois Community College Board	FY 2007 Career and Technical Education Strand I - Continuous Quality Improvement Grant	Career Programs	Daniel Corr	Federal/ State	\$10,000	7/1/06	6/30/07	Develop, enhance or implement a process and/or system that provides regular and systematic program evaluation and improvement related to career and technical education administration, programs and services.
ICCB 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; State Performance, \$140,152)

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

Granting Agency	Title	Department	Grant Manager	Agency	Amount	Start Date	End Date	Description
ICCB 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 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 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 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 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 United States Dept of Justice	COPS Universal Hiring Program	Harper Police	Mike Alsup	Federal	<u>\$49,216</u>	8/1/02 Extend 7/1/05	7/31/05 Extend 1/31/07	Pays for 3 fulltime officers, through Universal hiring program.
AGENCY ALLOCATED GRANTS					\$1,581,093			
FY07 Total All Grants: as of September 12, 2006					\$2,105,660			

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

Annual Hearing of Budget for FY 2006-2007

II. REASON FOR CONSIDERATION

State law requires that the Board of Trustees hold a Public Hearing prior to adoption of the FY 2006-2007 Budget.

III. BACKGROUND INFORMATION

The administration has presented a preliminary budget to the Board of Trustees in June. The budget has been on public display for a minimum of 30 days as required by law and properly advertised.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Adoption of FY 2006-2007 Budget.

II. REASON FOR CONSIDERATION

State law requires that the Board of Trustees adopt a legal budget before September 30th of any given year.

III. BACKGROUND INFORMATION

The administration has presented a preliminary budget to the Board of Trustees in June. The budget has been on public display for a minimum of 30 days as required by law and properly advertised.

IV. RECOMMENDATION

It is the recommendation of the administration to adopt the FY 2006-2007 legal budget as presented.

ADOPTION OF BUDGET RESOLUTION

Member _____ moved, seconded by Member

WHEREAS, the Board of Trustees of William Rainey Harper College, Community College District No. 512, Counties of Cook, Kane, Lake and McHenry, State of Illinois, caused to be prepared in tentative form a budget for the fiscal year July 1, 2006 to June 30, 2007, and the Secretary of this Board has made the same conveniently available for public inspection for at least thirty (30) days prior to final action thereon:

AND WHEREAS, a public hearing was held as to such budget on the 26th day of September, 2006, notice of said hearing being published in the Arlington Heights Herald, Barrington Herald, Buffalo Grove Herald, Daily Courier News, Des Plaines Herald, Elk Grove Herald, Hanover Park Herald, Hoffman Estates Herald, Mount Prospect Herald, Palatine Herald, Rolling Meadows Herald, Schaumburg Herald, Streamwood Herald, and Wheeling Herald, newspapers published or distributed in this College district, at least thirty (30) days prior thereto as required by law, and all other legal requirements having been complied with:

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of Community College District No. 512, Counties of Cook, Kane, Lake and McHenry, State of Illinois, as follows:

Section 1. That the fiscal year of the College district be and the same is hereby fixed and declared to begin on the 1st day of July, 2006 and end on the 30th day of June, 2007.

Exhibit X-B
September 26, 2006

Section 2. That the following budget containing an estimate of amounts available in the Education; Operations and Maintenance; Restricted Purposes; Audit; Liability, Protection and Settlement; Bond and Interest; Operations and Maintenance Restricted; and Auxiliary Enterprises Funds, each separately, and of expenditures from each of the aforementioned funds, be and the same is hereby adopted as the budget of this community college district for the said fiscal year.

September 26, 2006

Board Chair

Board Secretary

Exhibit X-B
September 26, 2006

CERTIFICATION

THE UNDERSIGNED DO HEREBY CERTIFY that they are respectively, the Secretary of the Board of Trustees of Community College District No. 512, Counties of Cook, Kane, Lake, and McHenry, State of Illinois, and the Chief Fiscal Officer thereof.

IT IS HEREBY CERTIFIED that attached hereto is a true, correct, complete and certified copy of the budget resolution as adopted on September 26, 2006 by the Board of Trustees of said Community College District for the fiscal year beginning July 1, 2006 and ending June 30, 2007, and an estimate of revenues, by source, anticipated to be received by the College in the 2007-08 fiscal year, which estimate of revenue is hereby certified as being true and correct by the Chief Fiscal Officer of said College District.

IN WITNESS WHEREOF, we have affixed our official signatures to this Certification as of September 26, 2006.

Secretary, Board of Trustees

Chief Fiscal Officer

21ExhibitX-B_06 Sept_BudgetHearing.doc

Illinois Community College Board

FISCAL YEAR 2007 RESOLUTION

The Board of Trustees of Harper College formally adopted the Fiscal Year 2007 Budget with the following resolution:

See Attached

A copy of the adopted budget is enclosed.

ATTEST:

Secretary, Board of Trustees

Chair, Board of Trustees

CHIEF FISCAL OFFICER'S
ESTIMATE OF REVENUES BY SOURCE FOR
FISCAL YEAR 2007-2008

The undersigned certifies that she is the Chief Fiscal Officer of William Rainey Harper College No. 512, Counties of Cook, Kane, Lake, and McHenry, State of Illinois, and further certifies that the following is an estimate of revenues, by source, anticipated to be received by the said district in fiscal year 2007-08 (being the fiscal year following fiscal year 2006-2007), and that a certified copy of the budget has been filed with the County Clerk concurrently herewith:

Estimated Revenue from Local Sources	\$59,900,000
Estimated Revenue from State Sources	\$15,100,000
Estimated Revenue from Federal Sources	\$ 5,700,000
Estimated Revenue from Other Sources	\$ 62,100,000
Total Estimated Revenue	\$142,800,000

Dated: September 26, 2006

Chief Fiscal Officer

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Resolution designating a person or persons to prepare a tentative budget for 2007-2008.

II. REASON FOR CONSIDERATION

The Illinois Public Community College Act requires that a person or persons be designated by the Board of Trustees to prepare a budget in tentative form.

III. RECOMMENDATION

The administration recommends that the Board of Trustees adopt the following resolution:

RESOLUTION DESIGNATING A PERSON OR PERSONS
TO PREPARE TENTATIVE BUDGET

BE IT RESOLVED by the Board of Trustees of Community College District No. 512, in the Counties of Cook, Kane, Lake and McHenry, State of Illinois, that Robert L. Breuder and Judith A. Thorson be and are hereby appointed to prepare a tentative budget for said College district for the fiscal year beginning July 1, 2007 and ending June 30, 2008, which tentative budget shall be filed with the Secretary of this Board and notice of public inspection shall be timely published in accordance with the law.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Designation of Election Official for the April 17, 2007 Consolidated Election.

II. REASON FOR CONSIDERATION

Approval of this resolution by the Board of Trustees is necessary to establish the procedures to be followed in the conduct of the April 17, 2007 Election.

III. BACKGROUND INFORMATION

College legal counsel has reviewed this resolution and made appropriate changes to conform to new laws regarding Trustee Elections.

IV. RECOMMENDATION

The administration recommends that the Board of Trustees approve the attached resolution regarding the notice related to the filing of nomination petitions for Board candidacy.

EXHIBIT A

BOARD OF TRUSTEES OF WILLIAM RAINEY HARPER COLLEGE COMMUNITY COLLEGE DISTRICT NO. 512 COUNTIES OF COOK, KANE, LAKE AND McHENRY

NOTICE OF TIME AND PLACE FOR FILING NOMINATING PETITIONS

PLEASE TAKE NOTICE that petitions nominating candidates as Members of the Board of Trustees of William Rainey Harper College District No. 512, Counties of Cook, Kane, Lake and McHenry, Illinois, in the election to be held in such District on Tuesday **April 17, 2007**, must be received and filed with the Secretary of such Board, or her designated representative, between the hours of 9:00 a.m. and 5:30 p.m., in the offices of the V.P. Administrative Services of the College, Algonquin and Roselle Roads, Palatine, Illinois.

The first day for filing such nominating petitions is **January 29, 2007**, and the last day for such filing is **February 5, 2007**. The office will remain open for acceptance of petitions until 5:30 p.m. on the last day of filing.

Petitions filed with any other person other than the Secretary or his designated representatives are invalid. The Secretary has designated Ms. Judith A. Thorson, V.P. Administrative Services, as his representative for the purposes of receiving and filing nominating petitions. Ms. Thorson's office at the College is in the Wojcik Conference Center, Room W350, Algonquin and Roselle Roads, Palatine, Illinois.

Nominating papers are not valid unless the candidate named therein files with the Secretary of the Board a receipt from the County Clerk showing that the candidate has filed a Statement of Economic Interests, as required by the Illinois Governmental Ethics Act within the period for filing nominating petitions or within the same calendar year in which such nominating papers were filed. Such receipt shall be filed not later than the last day on which nominating petitions may be filed.

Forms for Nominating Petitions and Statements of Candidacy may be obtained

form the office of the V.P. Administrative Services.

The procedure to be used by the Secretary (or her designated representative) for the receipt and filing of nominating petitions and accompanying documents shall be made available to any citizen upon request.

DATED at Palatine, Illinois, this **26th day of September, 2006.**

Secretary, Board of Trustees
William Rainey Harper College
Community College District No. 512

**RESOLUTION ESTABLISHING PROCEDURE FOR ACCEPTING AND
CERTIFYING NOMINATING PETITIONS FOR THE ELECTION
FOR MEMBERS OF THE BOARD OF TRUSTEES
TO BE HELD ON TUESDAY, APRIL 17, 2007**

WHEREAS, pursuant to the terms of Section 3-7 of The Public College Act (110 ILCS 805/3-7), an election is to be held in William Rainey Harper College District No. 512, Cook, Kane, Lake and McHenry Counties, State of Illinois, for the election of two members for two six-year terms to such Board; and

WHEREAS, Section 5/10-6 of the Election Code and 805/3-7.10 of the Public Community College Act (110 ILCS 805/3-7.10) provide that nominating petitions, statements of candidacy and receipts evidencing the filing of economic interests statements are to be filed by candidates for such offices with the Secretary of the Board or his/her designated representative, not more than 78 nor less than 71 days prior to the Consolidated Election; and

WHEREAS, the Secretary of the Board may give notice setting forth the time and place for filing nominating petitions and accompanying documents, to be published at least once in a newspaper of general circulation within the District, not less than 10 days prior to the first day for filing nominations and accompanying documents; and

WHEREAS, it is deemed necessary by the Secretary of the Board that Judith A. Thorson, V.P. Administrative Services or her designee, act as his representative to receive and file nominating petitions.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of William Rainey Harper College District No. 512, Counties of Cook, Kane, Lake and McHenry, Illinois, as follows:

Section 1: The place for receiving and filing nominating petitions and accompanying documents for the election to be held on **Tuesday, April 17, 2007**, is hereby designated as the Office of the V.P. Administrative Services at 1200 W. Algonquin Road, Palatine, Illinois.

Section 2: Ms. Judith A. Thorson, V.P. Administrative Services, Community College District No. 512 or her designee as may be needed, is hereby designated as the assistant of the Secretary for the purpose of receiving and filing such nominating petitions and accompanying documents.

Section 3: The office of the V.P. Administrative Services will be open for the receiving and filing of nominating petitions and accompanying documents between 9:00 a.m. and 5:30 p.m., Mondays through Fridays, beginning on **January 29, 2007** and ending on **February 5, 2007**. (10 ILCS 5/10-6.2). The office will remain open until 5:30 p.m. on **Monday, February 5, 2007**. (10 ILCS 5/1-4). Subsequent petitions shall be void. (10 ILCS 5/10-6.2).

Section 4: That for said election those persons selected by the County Board of Cook, Kane, Lake and McHenry Counties shall serve as judges of election in each election precinct, and they are hereby appointed to act as judges of election for said election.

Section 5: That said election shall be held and conducted and the returns thereof duly canvassed, all in the manner and the time as provided by law.

Section 6: That all resolutions and parts of resolutions in conflict herewith be, and the same are hereby, repealed, and this resolution shall be in full force and effect forthwith upon its passage.

APPROVED:

Chairman, Board of Trustees
William Rainey Harper College Community
College District No. 512
Counties of Cook, Kane, Lake and McHenry
State of Illinois

ATTEST:

Secretary, Board of Trustees

WILLIAM RAINEY HARPER COLLEGE

BOARD INFORMATION

I. SUBJECT

Second Reading of modification of Board Policy on College Colors and Mascot.

II. REASON FOR CONSIDERATION

New Board Policy requires approval of the Board of Trustees and requires two readings prior to adoption. The Policy as written defines the school colors to be maroon and gold.

Since 1998, Harper College has used blue and silver (shade of gray) as its primary communication colors. The specific blue (C:100 M:67 Y:0 K:23), silver and gray (C:0 M:0 Y:0 K:26) were standardized in the Harper College graphic standards manual in 2000. These colors have become the College standard for signage, print and electronic communication.

In 2005, the College Athletic Department began to work with Marketing Services to standardize the College's athletic logo/mascot and colors. In recent years, a lack of a standardized athletic logo/mascot and colors led to use of various types of hawks and hues – including varieties of maroons, golds, yellows, blues, and even black – on Harper athletic uniforms and other materials.

In collaboration with the Student Senate and other groups, the Athletic Department worked with Marketing Services to develop a standard logo/mascot and colors that were consistent with communication colors currently in use.

A fundamental principle of communication in building an engaging, memorable image is consistency. By modifying policy to recognize a standard mascot/logo along with colors that are consistent with communication colors in current use, the Board would facilitate the communication of a world-class image for the College.

Standardizing the colors also brings to light the accomplishments of our athletes, clubs and student organizations under one symbol that represents school spirit. A logo that is designed with the colors consistent with communication colors will have universal applications throughout the College and the community. It will represent the excellence of the College and the achievements of our students.

III. BACKGROUND INFORMATION

The proposed changes to the policy have been reviewed by the Marketing Department.

The request by the Student Senate for the color and logo change went through the Student Life and the Assembly Committees.

There were two sessions held during Fall 2006 Faculty Orientation on the matter. In the opening session of Fall Faculty Orientation Week, two Student Senate presidents, along with two faculty members who are also coaches, spoke to the College about the process and unveiled the colors and the logo.

There was a break-out session listed for that day for anyone who wanted more information or wanted to participate in a discussion on this matter. No one came.

After the last Board meeting, prominent newspaper articles appeared in the Tribune and the Herald. Since the articles, no faculty or alumnae have contacted athletics or the administration to express displeasure with the change.

And, as we know, maroon and gold were never and are not the official colors of the University of Chicago.

IV. RECOMMENDATION

The administration recommends that the Board of Trustees approve the Board Policy on the College Colors and Mascot.

WILLIAM RAINEY HARPER COLLEGE
POLICY STATEMENT

Title: College Colors and Mascot

No. 13.33.00

Approved:

Revised:

The official College colors shall be ~~maroon and gold~~, **blue and silver (shade of gray)** and the official mascot shall be the hawk.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Affiliation agreements between clinical agencies and Harper College are used for students in the Health Career Programs. The Affiliation Agreement between Harper College and *Centegra Health System* for the *Diagnostic Medical Sonography* program is presented for Board review.

II. REASON FOR CONSIDERATION

An Affiliation Agreement is required between Harper College and affiliating agencies to provide for the clinical education of students in health career programs. In an effort to standardize and streamline the entire process related to developing affiliations with the many agencies in our service area the Harper Board approved a Master Affiliation Agreement in July 2003 to be used with all agencies. However, several affiliating agencies have initiated their own clinical affiliation agreement, *Centegra Health System*, whereby they require Board or appointed designee signature.

III. BACKGROUND INFORMATION

The facilities and educational opportunities available at *Centegra Health System* are consistent with the clinical objectives of the Harper College Health Career Programs.

IV. RECOMMENDATION

The administration recommends that the Affiliation Agreement between Harper College and *Centegra Health System*, be approved as submitted and authorize the Dean of Health Careers and Public Safety to sign all of the above.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

New Levy - College Protection, Health and Safety: Energy Conservation, Environmental Protection and Handicapped Accessibility Projects.

II. REASON FOR CONSIDERATION

Prior to adopting the 2006 Tax Levy, Harper College is required to submit to the Illinois Community College Board for approval the 2006 Life Safety projects which will be included in the 2006 Tax Levy. After the Illinois Community College Board reviews the requested Life Safety projects, and if the projects qualify and meet their approval requirements, they will provide the certification documents necessary for the tax levy process.

III. BACKGROUND INFORMATION

House Bill 1587 was signed by Governor Thompson in September 1984. This bill, which is now part of Section 3-20.3.01 of the Illinois Public Community College Act, provides a process for Community College districts to levy a tax or issue bonds for the purpose of altering or repairing their facilities for protection, health or safety, energy conservation, handicapped accessibility, and/or environmental protection reasons.

The following projects are being recommended for 2006 Life Safety Tax Levy funding that will be levied for Tax Year 2006:

Proposed Work Item	Estimated Project Cost
Upgrade Controls and finishes for passenger and freight elevators in "A" Bldg.	\$72,283
K Bldg. - \$432,055	
L Bldg. - \$961,625	
Total Roof Replacement "K" and "L" Bldgs.	\$1,393,680
Total Project Cost	\$1,465,963

IV. RECOMMENDATION

The administration recommends that the Board of Trustees adopt the attached resolution for approval of the above projects to alter and repair facilities pursuant to Section 3-20.3.01 of the Illinois Community College Act.

The administration further recommends that the Board of Trustees approve the employment of Legat Architects to provide the architectural services specified for the 2006 Life Safety repair and renovation project listed above.

RESOLUTION FOR APPROVAL BY THE BOARD OF TRUSTEES OF
PROJECTS TO ALTER AND REPAIR FACILITIES PURSUANT TO
SECTION 3-20.3.01 OF THE ILLINOIS PUBLIC COMMUNITY COLLEGE ACT

WHEREAS, there is need for the alteration and repair of certain of the facilities of William Rainey Harper College, Community College District No. 512, Counties of Cook, Kane, Lake and McHenry; and

WHEREAS, Section 3-20.3.01 of the Illinois Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects to levy a tax to pay for such alterations or repairs upon the equalized assessed value of all the taxable property of the district at a rate not to exceed .05 percent per year for a period sufficient to finance such alterations or repairs; and

WHEREAS, Section 3-20.3.01 of the Illinois Public Community College Act provides that any Board authorized to levy the aforesaid tax may also, or in the alternative by proper resolution, borrow money for such specifically identified purposes, not to exceed FOUR MILLION FIVE HUNDRED THOUSAND DOLLARS (\$4,500,000.00) in the aggregate at any one time, and as evidence of such indebtedness may issue bonds without referendum, said bonds to mature within twenty (20) years and to bear interest at such rate(s) as is authorized by applicable Illinois law; and

WHEREAS, the Board of Trustees may adopt the aforesaid Resolution(s) to levy a tax or to issue bonds in the authorized amount only on the condition that the Board: (a) makes a determination that there are not sufficient funds in the Operations and Maintenance Fund of the District to permanently pay for such alterations or repairs; (b) secures from a licensed architect or engineer a certified estimate of the amount, not less than TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00), that is necessary to make such alterations or repairs; and (c) secures from the Executive Director of the Illinois Community College Board approval of said project(s) and estimate(s); and

WHEREAS, Section 3-20.3.01 of the Illinois Public Community College Act provides that the county clerks shall extend such tax: (a) on the filing by the Board of Trustees of a certified copy of a Resolution levying said tax; or (b) on the filing by the Board of Trustees of a certified copy of a Resolution fixing the amount of bonds authorized, the date, maturities and interest thereon, provide for the levy and collection of a direct annual tax upon all the taxable property of the District sufficient to pay the principal and interest on such bonds to maturity;

NOW, THEREFORE, be it resolved by the Board of Trustees of William Rainey Harper College, Community College District No. 512, Counties of Cook, Kane, Lake and McHenry, as follows:

Section 1: That the Board of Trustees has determined and identified the projects for alteration and repair. Section 3-20.3.01 of the Illinois Public Community College Act provides that the alteration and repair of facilities of William Rainey Harper College, Community College District No. 512, listed below as necessary for energy conservation, health or safety, environmental protection or handicapped accessibility and has tentatively estimated costs of said projects as follows:

The following projects are being recommended for 2006 Life Safety Tax Levy funding that will be levied for Tax Year 2006.

Proposed Work Item	Estimated Project Cost
Upgrade Controls and finishes for passenger and freight elevators in "A" Bldg.	\$72,283
K Bldg. - \$432,055	
L Bldg. - \$961,625	
Total Roof Replacement "K" and "L" Bldgs.	\$1,393,680
Total Project Cost	\$1,465,963

Section 2: That the Board of Trustees has determined that there are not sufficient funds available in the Operations and Maintenance Fund of the District to permanently pay for the alterations and repairs identified in Section 1 above.

Section 3: That the Board of Trustees has secured from a licensed architect a certified estimate of the costs of completion of the alterations and repairs required for the projects identified in Section 1 above.

Section 4: That the Board of Trustees shall forward the certified estimates of the costs of completion of the alterations and repairs required for the projects identified in Section 1 above to the Executive Director of the Illinois Community College Board for approval.

Passed and approved the 26th day of September 2006.

APPROVED:

Chairman
Board of Trustees
William Rainey Harper College
Community College District No. 512
Counties of Cook, Kane, Lake and
McHenry

ATTEST:

Secretary
Board of Trustees
William Rainey Harper College
Community College District No. 512
Counties of Cook, Kane, Lake and McHenry

STATE OF ILLINOIS)
)
COUNTY OF COOK) SS

RESOLUTION CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees of William Rainey Harper College, Community College District No. 512, Counties of Cook, Kane, Lake and McHenry and State of Illinois, and as such official I do further certify that attached hereto is a true, correct and complete copy of the Resolution for approval of Projects to Alter and Repair Facilities Pursuant to Section 3-20.3.01 of the Illinois Public Community College Act which was adopted by the Board of Trustees on the 26th day of September, 2006.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 26th day of September, 2006.

Secretary, Board of Trustees

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Excess Funds - College Protection, Health and Safety: Energy Conservation, Environmental Protection and Handicapped Accessibility Projects.

II. REASON FOR CONSIDERATION

Harper College is required to submit to the Illinois Community College Board for approval the Life Safety projects which will be done with **excess funds** from prior year projects. After the Illinois Community College Board reviews the requested Life Safety projects, and if the projects qualify and meet their approval requirements, they will provide the approval necessary for new projects.

III. BACKGROUND INFORMATION

House Bill 1587 was signed by Governor Thompson in September 1984. This bill, which is now part of Section 3-20.3.01 of the Illinois Public Community College Act, provides a process for Community College districts to levy a tax or issue bonds for the purpose of altering or repairing their facilities for protection, health or safety, energy conservation, handicapped accessibility, and/or environmental protection reasons.

New projects being recommended for 2006 Life Safety funding that will utilize **excess funds** from prior projects.

Proposed Work Item	Estimated Project Cost
Building M Converter Replacement	\$157,798
Entrance Door Replacement to M,C and D Bldgs.	\$161,383
Total	\$319,181

IV. RECOMMENDATION

The administration recommends that the Board of Trustees approve the above projects to alter and repair facilities pursuant to Section 3-20.3.01 of the Illinois Community College Act and to utilize **excess funds** from prior projects.