



Harper College  
1200 West Algonquin Road  
Palatine, Illinois

## **Regular Board Meeting Agenda**

April 24, 2007  
7:00 p.m.

- I. Call to Order**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Presentations**
  - Catherine Brod: 40<sup>th</sup> Anniversary Celebration Update
- 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 - March 20, 2007 Regular Board Meeting Exhibit IX-A.1
    - 2. Bills Payable, Payroll for March 16, 2007 and March 30, 2007;  
Estimated Payroll for April 13, 2007 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. Review of Closed Session Minutes 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: New AAS Degree Program in Nanoscience Technology Exhibit X-A
- B. RECOMMENDATION: Affiliation Agreement Between Harper College and University of Illinois-Chicago for the Cardiac Technology Program Exhibit X-B
- C. RECOMMENDATION: Faculty Promotions Academic Year 2007-2008 Exhibit X-C
- D. RECOMMENDATION: Façade of the Wojcik Conference Center Exhibit X-D

**XI. Announcements by the Chair**

- A. Communications
- B. Calendar Dates

**On-Campus Events**

(Note: \* = Required)

- May 1 7:30 p.m. - Harper Guitar Ensemble - Performing Arts Center
- May 2 7:30 p.m. - Harper Jazz Ensemble - Performing Arts Center
- May 4 7:30 p.m. - Harper Concert Choir, Camerata Singers & Spotlight Singers - Performing Arts Center
- May 6 3:00 p.m. - Harper Festival Chorus - Performing Arts Center
- May 8 7:30 p.m. - Harper Steel Band - Performing Arts Center
- \*May 9 7:00 p.m. - Board Organizational Meeting - W214-215
- May 9 7:30 p.m. - Harper Piano Ensemble - Performing Arts Center
- May 10 7:30 p.m. - Harper Wind Symphony & Chamber Winds - Performing Arts Center
- May 11 6:15 p.m. - Student Awards Banquet - Student Center
- May 12 7:30 p.m. - Harper Symphony Orchestra - Performing Arts Center
- May 18 5:30 p.m. - President's Reception prior to Commencement
- May 18 7:00 p.m. - Commencement
- \*May 22 7:00 p.m. - Regular Board Meeting - W214-215

**Off-Campus Events**

- May 18 5:30 p.m. - President's Reception prior to Commencement - Willow Creek Auditorium
- 7:00 p.m. - Commencement - Willow Creek Auditorium
- June 4 Harper College Educational Foundation Annual Golf Open at Boulder Ridge in Lake-in-the-Hills

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

**XIII. Adjournment**

**Minutes of the Regular Board Meeting of Tuesday, March 20, 2007**

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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, March 20, 2007

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, March 20, 2007 at 7:04 p.m. in the Wojcik Conference Center (Room W214), 1200 W. Algonquin Road, Palatine, Illinois.

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

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; Catherine Brod, V.P. for Development; Cathy Albergo; Mike Barzacchini; Carol Blotteaux; Arlene Bublick; Orlando Cabrera; Maria Coons; Daniel Corr; Earl Dowling; David Dwyer; Robert Getz; Sally Griffith; Michael Harkins; Thea Keshavarzi; Ashley Knight; Laura LaBauve-Maher; Paul Lebreck; Terry Lindsay; Cindy Luxton; Jim Ma; Fredia Martin; Russ Mills; Maria Moten; Mark Mrozinski; Mike Nejman; Kathi Nevels; Sheryl Otto; Tammy Rust; Dennis Weeks; Deanna White and Stasia Zwisler. Students: Fernando Diaz.

Vice President David McShane led the Pledge of Allegiance.

Chair Stone noted that there are changes to Board Exhibits IX-A.5, X-A and X-B.

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

In a voice vote, the motion carried.

EDUCATIONAL PRESENTATIONS

There were no presentations.

## STUDENT TRUSTEE REPORT

With regard to the upcoming election, Student Member Kudia noted that there are two people running for Student Senate President, one person running for Vice President and four people running for Student Trustee. He added that they are all great candidates.

He announced that the school newspaper, *The Harbinger*, is back, with a different look. Each Board member received a copy. Student Member Kudia noted that students involved in the newspaper are enjoying it and are glad that the newspaper is back.

Student Member Kudia explained that the Textbook Committee, made up of students, faculty and bookstore representatives, began last year with former Student Senate President Sharon Cash. Its goal is to help lower textbook prices. He announced that the Committee was just made part of the Student Life Committee, which means that it will be part of the institution at Harper and will continue on. Student Member Kudia thanked Rich Seiler for his help.

Student Senate President Fernando Diaz noted that they are optimistic about the candidates running in the upcoming election, and they look forward to next year. He thanked Chair Stone for attending their Student Senate meeting. She made a huge impact on the students. He also thanked Chair Stone for inviting them to the Schaumburg Chamber of Commerce meeting.

Mr. Diaz noted that the Textbook Committee is working on the second draft of their report, and it should be completed soon. He noted that the students are looking forward to Spring Break next week.

Chair Stone requested that the Board receive *The Harbinger* each time it is published. Board members will feel more a part of student life at Harper.

## PRESIDENT'S REPORT

Vice President Margaret Skold introduced and welcomed Cindy Luxton, new Associate Dean/Director of Nursing, Health Careers and Public Safety. Ms. Luxton explained that her background is in community colleges and Northern Illinois University in the Nursing and Health programs. She developed three health programs while at Rock Valley Community College. She is excited to be at Harper working

with her passion – health programs and also public safety. On behalf of the Board, Chair Stone welcomed Ms. Luxton.

HARPER EMPLOYEE  
COMMENTS

Board Liaison  
Committee

Chair of the Board Liaison Committee Cathy Albergo announced that it has been one year since the Committee was formed. They have been attending meetings, communicating information concerning the faculty and working to establish better communication between the faculty and the Board of Trustees. She is pleased that they are in the process of confirming an April meeting date with Committee members, Dr. Breuder and members of the Board of Trustees. They look forward to the first meeting, discussing forums for future communication between the Board and the faculty. Ms. Albergo thanked the Board for working with them.

CITIZEN  
COMMENTS

There were no citizen comments.

CONSENT AGENDA

Member Canning moved, Member Kelley seconded, approval of the minutes of the February 27, 2007 regular Board meeting; bills payable; payrolls for February 16, 2007 and March 2, 2007; estimated payroll for March 16, 2007; bid awards; purchase orders; personnel action sheets; tenure status report; honors student merit awards - fall 2006; financial statements, committee and liaison reports, grants and gifts status report, summary of items purchased from state contracts, consortiums or cooperatives, as outlined in Revised 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        \$3,109,183.89

The payroll of February 16, 2007 in the amount of \$1,774,273.51 and March 2, 2007 in the amount of \$1,667,541.36; and estimated payroll of March 16, 2007 in the amount of \$1,720,907.44.

Bid Awards

Ex. IX-A.3.a        Award bid request Q00503 to The Athletic Equipment Source, the low bidder for a pole vault pit and cover, in the amount of \$11,879.

Ex. IX-A.3.b        Award bid request Q00495 to provide Web content management software and hosting services to finalsite, the vendor

that best fulfilled the requirements of the RFP, for a three-year contract beginning April 2007 through March 2010 at a rate of \$48,500 per year for a total award of \$145,500. Additionally, extend the use of finalsite for Web content management software and hosting services for an additional two years, April 2010 through March 2012 in an amount not to exceed \$48,500 per year, a total of not to exceed \$97,000, subject to the discretion of the administration.

Ex. IX-A.3.c Award bid request for proposal Q00496 to provide volume e-mail communication services to Exact Target, Inc., the vendor that best fulfilled the requirements of the RFP, for three years beginning March 2007 through February 2010, in the amount not to exceed \$18,580 each year for a total award of \$55,740.

Purchase Order Ex. IX–A.4.a Approve issuance of purchase order to A. Block Marketing, Inc. for mulch to be placed around trees and in ornamental plant beds in the amount of \$18,885.

#### Personnel Actions

##### Administrator Appointment

Njambi Kamoche, Dean, Resources for Learning, RFL,  
04/02/07, \$99,000/year

##### Professional/Technical Appointments

Maryellen Beach, Communication Project Specialist, MKT  
SER, 03/27/07, \$44,000/year

Jennifer Godish, Student Development Specialist, CC/WP,  
03/26/07, \$40,000/year

Kevin Hahn, CE Youth Program Coordinator, CE, 03/22/07,  
\$52,000/year

Theresa Sellers, Job Development Specialist, CC/WP,  
03/26/07, \$38,000/year

Karen Streu, Business Information Analyst V, IT/AS,  
03/05/07, \$59,085/year

##### Supervisory/Confidential Appointments

Anthony Amarino, Facilities Manager/Head Coach, WHP,  
03/19/07, \$60,000/year

Mark McPherrin, Recruiting Manager, Admissions Outreach,  
03/05/07, \$60,315/year

Classified Staff Appointments

Melissa Behzad, Evening Receptionist, p/t, REG OFF,  
03/12/07, \$15,503/year

Kandice Krettler, Library Assistant I, p/t, LIB SER, 03/05/07,  
\$14,784/year

Susana Martinez, Admissions Outreach Office Assistant,  
ADM OUT, 03/05/07, \$31,532/year

Joshua Rogers, ESL Associate, AE/LS-ESL, 03/26/07,  
\$35,256/year

Harper #512 IEA-NEA Appointments

Dajuan Hampton, Custodian/Groundskeeper, PHY PLT,  
02/19/07, \$22,485/year

Warren Hampton, Custodian/Groundskeeper, PHY PLT,  
02/19/07, \$22,485/year

Lucille Wilder, Custodian/Groundskeeper, PHY PLT,  
01/22/07, \$22,485/year

Professional/Technical Retirement

Kathleen DeLaRosa, Child Care Specialist, p/t, BUS/SS-  
CLC, 03/07/07, 19 years

Classified Staff Retirement

Darlene Pisarski-Kmiec, Office Assistant II, p/t, TMS,  
05/18/07, 12 years

Classified Staff Resignations

Carolyn Belli, Recruiting Assistant, ADM OUT, 03/01/07, 1  
year

Karen Rozzano, Campus Information & Facilities Assistant,  
03/01/07, 15 years

Faculty Tenure Status  
Report

Board members received the Faculty Tenure Status Report,  
for information purposes.

Honors Student  
Merit Awards –  
Fall 2006

Approve the Fall 2006 Honors Student Merit Awards in the  
amount of \$1,600 (one thousand six hundred) from Account  
0001-2090-911-5902001-000000000000-107, Vice President  
of Academic Affairs Honors Program budget.

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

Ayes: Members Canning, Gillette, Hoffman, Kelley  
and Stone

Nays: None

Motion carried. Student Member Kudia voted aye.

NEW BUSINESS:

Chair Stone noted that Exhibit X-A was eliminated from the Agenda.

Employment Services  
Contractors List

Member Gillette moved, Member Hoffman seconded, approval of the list of IT Employment Service Contractors, as outlined in Revised Exhibit X-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

ANNOUNCEMENTS BY  
CHAIR

Communications

Chair Stone noted that, over the weekend, Trustees Kelley, Gillette and she attended the Illinois Community College Trustees Association (ICCTA) program. Harper College hosted a reception for the group at Avanté. Board members were very proud to show Harper's facilities to Trustees from all over the State. She thanked everyone who worked so hard. Member Kelley added that it was a very productive meeting, where Dr. Breuder strongly shared his position for the four-year degree. The Trustees appreciated Harper's hospitality and facilities. Many great comments were heard during the tours. It was noted that Trustee Kelley chairs the Nominating Committee for the ICCTA. Chair Stone was able to attend the first meeting of a Board Chair's group.

It was noted that Trustees Canning, Kelley and Stone attended a wonderful event Friday night in the Performing Arts Center, hosted by the Educational Foundation. They were able to mingle with people who care very much about Harper College, and they enjoyed the production of *Two Gentlemen from Verona*. She thanked Cathy Brod and staff for organizing the event.

Calendar Dates

Calendar dates are printed on the Agenda for Board information. The next Board meeting is April 24. The Organizational meeting is May 9; Regular Board meeting is May 22. She wished everyone a wonderful spring break.

OTHER BUSINESS

There was no other business.

ADJOURNMENT

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

In a voice vote, the motion carried at 7:17 p.m.

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Chair

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Secretary

## BOARD REQUESTS

### MARCH 20, 2007 REGULAR BOARD MEETING

1. Chair Stone requested that the Board receive *The Harbinger* each time it is published. Board members will feel more a part of student life at Harper.

WILLIAM RAINEY HARPER COLLEGE  
DISTRICT #512  
PALATINE, ILLINOIS 60067

FUND EXPENDITURES TO BE APPROVED

I. BILLS PAYABLE

Accounts Payable & Tuition Refunds \$ 3,979,691.47

II. PAYROLL

3/16/2007 \$ 1,712,567.51

3/30/2007 1,714,011.92

III. ESTIMATED PAYROLL

4/13/2007 \$ 1,713,373.05

WILLIAM RAINEY HARPER COLLEGE

BOARD MEETING

April 24, 2007

SUMMARY OF BIDS

- Exhibit IX – A.3.a The administration recommends that the Board award Q00509 to Precise Printing Network, Inc, for printing of the Summer 2007 Continuing Education Course Schedule, which is a major publication promoting enrollment, in the amount of \$32,607.50.
- Exhibit IX – A.3.b The administration recommends that the Board award bid request Q00508 to Colfax Corporation, the low bidder for asbestos abatement on the first floor of Building I and the knuckle of Building J in the amount of \$52,900 and for consulting fees to United Analytical in an amount not to exceed \$9,300, for a total award of \$62,200.
- Exhibit IX – A.3.c The administration recommends that the Board award bid request Q00512 for the purchase and installation of a fiber optic network backbone cabling system from Avanté to building D to TelePlus, Inc., the low bidder, in the amount of \$107,933.
- Exhibit IX – A.3.d The administration recommends that the Board award bid request Q00506 to Lansing Sport Shop, Inc., the low bidder for football jerseys, football pants and belts, in the amount of \$12,396.10.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00509 for printing of the Summer 2007 Continuing Education Course Schedule, which is a major publication promoting enrollment, as requested by Marketing Services.

II. BUDGET STATUS

Funds in the amount of \$32,607.50 are provided in the 2006/07 Auxiliary Enterprise Fund budget, under account number 2691-4080-777-5407003.

III. INFORMATION

A legal bid was published and 13 bids solicited. Three responses were received. The following is a recap of the bid tab sheet for 150M copies of the Summer 2006 Continuing Education Course Schedule:

Precise Printing Network Inc.	\$32,607.50
P & P Press, Inc.	47,239.05
Castle Printech, Inc.	26,827.50

The bid received from Castle Printech, Inc. does not meet mandatory specifications. In order for Castle Printech to print the course schedule they will have to shrink it by 3/8". This will make the print smaller and difficult to read. Vendor was given an opportunity to meet specifications and declined.

Harper College Course Schedules are sent to households in the College district. Copies are also sent to out of district students, businesses, libraries and individuals upon request. The Course

Schedule will list the College Continuing Education class offerings for the Summer 2007 term.

Last year's award, to P & P Press, Inc. in the amount of \$32,861.15 for printing of 150,000 copies of the Summer 2006 Continuing Education Course Schedule, was approved by Board action March 21, 2006. This year the price is \$253.65 less.

IV. RECOMMENDATION

The administration recommends that the Board award Q00509 to Precise Printing Network, Inc, for printing of the Summer 2007 Continuing Education Course Schedule, which is a major publication promoting enrollment, in the amount of \$32,607.50.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00508 for asbestos abatement on the first floor of Building I and the knuckle of Building J as requested by Physical Plant.

II. BUDGET STATUS

Funds in the amount of \$62,200 are provided in the 2006/07 Operations and Maintenance Restricted Fund budget, under account numbers 0003-8060-039-5304001-5011 and 0003-8060-039-5304001-5015.

III. INFORMATION

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

Colfax Corporation	\$ 52,900
Midwest Asbestos Abatement Corporation	59,800
Champion Environmental Services, Inc.	78,000
IFE&S, Inc.	78,350
Technica Environmental Services, Inc.	82,600
The Luse Companies	109,000
Holian Asbestos Removal & Encapsulation Corp.	125,000
Universal Asbestos Removal, Inc.	126,000

This request is for asbestos abatement which includes the gross removal of carpet, baseboard, asbestos floor tile and asbestos mastic from classrooms, the Child Learning Center, the Academic Advising and Counseling Center and faculty offices located on the first floor of Building I, the food cafe, theater offices, lobby,

conference room and crossway located on the first and second floors of the Building J knuckle.

This request is also for consulting fees not to exceed \$9,300 for the Consultant of Record for the College concerning asbestos abatement, United Analytical Services, for pre-design inspection, design drawings, samplings and to oversee and conduct air monitoring and analysis during both phases of the abatement process.

This is an approved Life Safety project. This is a one-time procurement.

IV.

RECOMMENDATION

The administration recommends that the Board award bid request Q00508 to Colfax Corporation, the low bidder for asbestos abatement on the first floor of Building I and the knuckle of Building J in the amount of \$52,900 and for consulting fees to United Analytical in an amount not to exceed \$9,300, for a total award of \$62,200.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00512 for the purchase and installation of a fiber optic network backbone cabling system from Avanté to building D as requested by Information Technology/Technical Services.

II. BUDGET STATUS

Funds in the amount of \$107,933 are provided in the 2006/07 Operation and Maintenance Fund budget, under account number 0105-8060-039-5809000-56070000000.

III. INFORMATION

A legal bid notice was published and 28 bids solicited. Seven responses were received. The following is a recap of the bid tab sheet:

TelePlus, Inc.	\$ 107,933
PCS Cable & Wireless Solutions	139,385
Malko Tech Services	124,429
Low Voltage Solutions, Inc.	110,791
BMW, Inc.	154,365
Pace Systems, Inc.	221,037
Facility Technologies LLC	130,494

The new computer room in Avanté is being positioned as the main network hub for the campus as Information Technology transitions existing services there from the present computer room in the Student and Administration Center. New pathways were put in place during the construction of Avanté to ease the future installation of new network backbone cabling to older buildings.

The new network backbone cabling will supplement and eventually replace aging existing backbone cabling that was installed in more vulnerable locations (i.e. in conduit buried below ground; in exposed conduit along a roof) and has suffered accidental damage over the years.

This improvement to the campus network infrastructure will permit Information Technology to provide better, faster and more reliable data and telephone service to the College and will accommodate significant growth in the future. This is a new purchase.

IV. RECOMMENDATION

The administration recommends that the Board award bid request Q00512 for the purchase and installation of a fiber optic network backbone cabling system from Avanté to building D to TelePlus, Inc., the low bidder, in the amount of \$107,933.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00506 for football jerseys, football pants and belts as requested by the Wellness and Human Performance Division for the Football program.

II. BUDGET STATUS

Funds in the amount of \$12,396.10 are provided in the 2006/07 Education Fund budget, under account number 0001-3060-075-5401002.

III. INFORMATION

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

Lansing Sport Shop, Inc.	\$12,396.10
Football America	12,948.00
Santo Sport Store	13,477.90
Riddell Athletic Products	13,996.78
Hayden's Athletic	15,146.00
Eich's Sports	15,385.00
Pro Look Sports Coporation	17,582.00

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. At the September 26, 2007 Board meeting the Board of Trustees approved the modification of Board Policy on the College colors and mascot.

This request is for the purchase of both home and away football jerseys, football pants and belts for the Harper College Football team. These football uniforms will replace the current uniforms and will reflect the change in the College colors.

The current football uniforms are three years old and those uniforms that are still functional will be used by the football team as practice uniforms.

IV. RECOMMENDATION

The administration recommends that the Board award bid request Q00506 to Lansing Sport Shop, Inc., the low bidder for football jerseys, football pants and belts, in the amount of \$12,396.10.

WILLIAM RAINEY HARPER COLLEGE

BOARD MEETING

April 24, 2007

SUMMARY OF PURCHASE ORDERS

Exhibit IX – A.4.a The administration recommends that the Board approve the issuance of a purchase order to BEW Global Inc. for the purchase, installation, training and one year software maintenance for Vontu data loss prevention software in the amount of \$45,425.

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

Exhibit IX – A.4.b The administration recommends that the Board approve issuance of a purchase order to Cognos Corporation for renewal of a software maintenance agreement in the amount of \$11,607 for fiscal years 2006/07 and 2007/08, July 1, 2006 through June 30, 2008, for a total of \$23,214.

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

Exhibit IX – A.4.c The administration recommends that the Board approve issuance of a purchase order to Selah Solutions, LLC for renewal of software licenses and maintenance and hardware maintenance in the amount of \$14,425 for fiscal year 2006/07 and \$18,681 for fiscal years 2007/08 and 2008/09 for the period of May 27, 2007 to May 27, 2010, for a total award of \$51,787.

It is also recommended that the Vice President of Information Technology be authorized to sign the contract agreement with Selah Solutions, LLC.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the issuance of a purchase order to BEW Global Inc. for the purchase, installation, training and one year software maintenance for Vontu data loss prevention software as requested by Information Technology/Technical Services.

II. BUDGET STATUS

Funds in the total amount of \$45,425 are provided in the 2006/07 Education Fund budget under account number 0001-8080-245-5404002.

III. INFORMATION

Security and protection of personal information has been elevated to the degree that federal and state laws now require organizations to have a structured security program in place. Colleges and universities are not exempt from these rules and are legally required to comply with the legislation. This is no easy task and to comply requires the utilization of sophisticated technologies.

Harper College is creating a layered security architecture that includes technology, policy and education. In order to safeguard student, employee and customer data, prevent loss, and protect confidentiality a team of the IT Technical Services staff investigated various software vendor's technologies that would aid in data loss prevention

Based on research information provided by Info World Research and Gartner Research, software products evaluated were Port Authority, Vericept and Vontu. This research identified Vontu as the market leader in data loss prevention and the "standard-bearer

in detecting and mitigating insider threats”. Vontu offers a proactive approach in end point scanning that is not offered by its competitors. Vontu Protect contains the ability to remediate data at rest violations by moving an offending file to another directory. Competitors offer the ability to monitor data at rest but do not offer proactive remediation.

Vontu will provide Harper the tools necessary to demonstrate compliance and ensure customer trust without infringing on educational and academic freedom requirements. These tools

- will enable Harper College’s information security team to monitor data at rest (digitally stored) and in transit (electronically transmitted),
- will provide regular and impromptu status and generate alerts to appropriate IT personnel when serious vulnerability or breach are evident,
- will ensure that sensitive information will not be shared or stored inappropriately,
- will aid in reducing risk, classifying data, and safeguarding the privacy of customers, students and employees, and
- will provide Harper with accurate information security measurements, identifying and classifying data, and identifying any policy violations.

Harper’s immediate concern is data loss prevention and ensuring that confidentiality of sensitive data is maintained. Harper faces many compliance challenges and Vontu addresses these compliance issues via policy templates and customizable configurations.

This request is for the purchase, installation, training and one year software maintenance for Vontu data loss prevention software.

BEW Global Inc. is Vontu’s Premier Channel Partner and the only partner that is both classroom certified, field technically certified and has experience in the higher education market. A letter from Vontu stating this is on file in the Purchasing department.

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

IV. RECOMMENDATION

The administration recommends that the Board approve the issuance of a purchase order to BEW Global Inc. for the purchase, installation, training and one year software maintenance for Vontu data loss prevention software in the amount of \$45,425.

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

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for approval for the issuance of a purchase order to Cognos Corporation for renewal of a software maintenance agreement, as requested by Information Technology/Application Systems.

II. BUDGET STATUS

Funds in the amount of \$11,607 are provided in the 2006/07 Education Fund budget and \$11,607 will be provided in 2007/08 Education Fund budget, under account number 0001-8080-231-5304002.

III. INFORMATION

Harper College has standardized on software tools and fourth generation languages from Cognos Corporation for use by Information Technology and functional users when acquiring business software systems. Having established this tool set as a standard, Total Cost of Ownership (TCO) has been realized and today the Cognos software utilities are utilized by Harper staff for a number of software applications systems (i.e. Regent, Peregrine, SARS, FAMIS, Admissions, ID Systems, Access Control, EBMS, etc.). As the Regent system has been in the process of being phased out, various modules have been eliminated. However, SunGard which Harper recently acquired has partnered with Cognos to utilize these software tools with a number of their products, thus Harper can further realize additional TCO.

This agreement entitles the College to receive new releases of software, software enhancements and technical support, all of which ensure that the software is up to date and consistent with

technological advances and industry standards. The renewal period is from July 1, 2006 through June 30, 2008.

The cost has decreased from \$28,743 to \$11,607 per year as Harper College has phased out use of various modules. Cognos Corporation is the manufacturer and the sole source provider of maintenance for this software. A letter verifying this is on file in the Purchasing department.

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 to Cognos Corporation for renewal of a software maintenance agreement in the amount of \$11,607 for fiscal years 2006/07 and 2007/08, July 1, 2006 through June 30, 2008, for a total of \$23,214.

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

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the issuance of a purchase order to Selah Solutions, LLC for renewal of software licenses and maintenance and hardware maintenance to support the campus printer/copier environment as requested by Information Technology/Technical Services.

II. BUDGET STATUS

Funds in the amount of \$14,425 are provided in the 2006/07 Education Fund budget, funds in the amount of \$18,681 will be provided in the 2007/08 Education Fund budget and funds in the amount of \$18,681 will be provided in the 2008/09 Education Fund budget, under account numbers 0001-8080-231-5304002 and 0001-8080-231-5304001.

III. INFORMATION

The College has standardized on the Uniprint software system to manage print and copying across campus and in student areas such as open computer labs and library public workstations.

The Uniprint software tracks, monitors, measures, routes and charges for network printing/copying. It utilizes an accounting database that has been certified for use with Xerox equipment and permits the ability to interface with third party accounting and authentication systems. The Off-The-Glass software enables stand alone copiers and multi-function devices to be integrated with Uniprint services through a Network Terminal Device. This integration provides the ability to authenticate and validate, manage cost, charge back to cost centers and provide reporting on all copying, printing, scanning and faxing.

Peripheral hardware equipment is required to permit smart card reading capability thus controlling user access to print/copy. A card reading device is mounted on or near the multi-functional print/copy device to permit and track usage by users and/or departments.

The original purchase was made through Selah Solutions, LLC, a Pharos System Value Added Reseller (VAR). Pharos Systems markets all of its solutions through a network of VAR's and has a policy that restricts any other VAR from expanding or renewing an existing software solution. A letter stating this is on file in the Purchasing department.

This recommendation is for a three year agreement for renewal of software licenses and maintenance at a rate of \$14,425 per year and a two year agreement for renewal of hardware maintenance at a rate of \$4,256 per year for the period of May 27, 2007 to May 27, 2010, for a total award of \$51,787.

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 to Selah Solutions, LLC for renewal of software licenses and maintenance and hardware maintenance in the amount of \$14,425 for fiscal year 2006/07 and \$18,681 for fiscal years 2007/08 and 2008/09 for the period of May 27, 2007 to May 27, 2010, for a total award of \$51,787.

It is also recommended that the Vice President of Information Technology be authorized to sign the contract agreement with Selah Solutions, LLC.

WILLIAM RAINEY HARPER COLLEGE

I. SUBJECT

Personnel Actions

II. REASON FOR CONSIDERATION

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

III. BACKGROUND INFORMATION

A. Ratification of Professional/Technical Appointment.

B. Ratification of Harper #512 IEA-NEA Appointments.

C. Ratification of Administrator Resignation.

D. Ratification of Harper #512 IEA-NEA Resignation.

IV. RECOMMENDATION

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

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Review of Closed Session Minutes

II. REASON FOR CONSIDERATION

Public Act 85-1355 requires each Board to review at least every six months the minutes of closed sessions to determine whether the minutes, in whole or in part, may be made part of the public record. The Act became effective January 1, 1989.

III. BACKGROUND INFORMATION

In compliance with Public Act 85-1355, the Board of Trustees has scheduled the review of closed session minutes in April and October of each year. On Tuesday, April 24, 2007, a review may take place in closed session to be followed by action on disclosure during regular session.

IV. RECOMMENDATION

**It is recommended that the Board take the following action:**

**BE IT RESOLVED that the closed session minutes of December 12, 2006 and January 23, 2007 remain confidential.**

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Chair

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Secretary

WILLIAM RAINEY HARPER COLLEGE  
Schedule of Investments  
As of March 31, 2007

Exhibit IX-B.1  
April 24, 2007

Depository or Instrument	Date Purchased	Date of Maturity	Term (Days)	Rate (%)	Earnings to Maturity	Principal Invested @ March 31, 2007	Market Value
<u>Certificates of Deposits</u>							
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/Washington Mutual	03/16/07	04/16/07	31	5.240	19,582.67	4,400,000	
PMA/Flagstar Bank	03/06/06	05/10/07	430	5.050	119,346.17	2,000,000	
PMA/Flagstar Bank	03/16/07	05/15/07	60	5.240	38,048.16	4,400,000	
PMA/Flagstar Bank	03/06/06	05/24/07	444	5.050	123,243.26	2,000,000	
LaSalle Bank	09/08/06	05/30/07	264	5.250	61,306.67	1,600,000	
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 IL	03/22/06	07/19/07	484	5.060	54,131.48	800,000	
PMA/Benchmark Bank	08/01/06	07/19/07	352	5.410	78,522.90	1,500,000	
PMA/Heritage Bank of Central IL	03/30/06	08/02/07	490	5.110	152,296.49	2,200,000	
Harris Bank	08/01/06	08/16/07	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 Bank	08/21/06	09/13/07	389	5.360	114,459.34	2,000,000	
Northern Trust	08/30/06	09/27/07	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	
Harris Bank	09/21/06	11/21/07	426	5.280	139,827.04	2,200,000	
Harris Bank	09/21/06	11/29/07	434	5.280	116,620.53	1,800,000	
PMA/Banco Popular	09/21/06	11/29/07	434	5.320	190,722.00	3,000,000	
LaSalle Bank	09/08/06	11/29/07	447	5.250	143,412.50	2,200,000	
PMA/Citibank	02/07/07	11/29/07	295	5.360	173,364.73	4,000,000	
Harris Bank	09/08/06	12/13/07	461	5.280	151,702.80	2,200,000	
PMA(Key Bank)	10/10/06	12/27/07	443	5.210	145,674.92	2,300,000	
PMA(Key Bank)	10/10/06	01/11/08	458	5.210	150,615.27	2,300,000	
PMA(Key Bank)	10/10/06	01/25/08	472	5.160	160,518.47	2,400,000	
PMA/Citibank	02/07/07	02/07/08	365	5.360	107,285.18	2,000,000	

Weighted Average: 3.871

72,300,000      0

Illinois Funds

Monthly Average

5.193

19,451,502      19,451,502

TOTALS AS OF:

March 31, 2007

91,751,502      19,451,502

WILLIAM RAINEY HARPER COLLEGE  
Preliminary Schedule of Investments  
As of March 31, 2007

Consent Agenda  
Exhibit IX-B.1  
April 24, 2007

	<u>Outstanding Investments</u>	<u>FY07 Budget</u>	<u>Planned To Date</u>	<u>Earned To Date</u>
EDUCATION FUND	\$ 45,652,392	1,000,000	750,000	1,052,487
OPERATIONS, & MAINT. FUND	13,422,462	350,000	262,500	346,311
OPERATIONS, & MAINT. FUND (Restricted)	5,336,061	150,000	112,500	156,701
BOND & INTEREST	8,033,228	150,000	112,500	198,176
AUXILIARY ENTERPRISES	2,241,039	75,000	56,250	59,875
RESTRICTED FUNDS	1,828,179	120,000	90,000	102,046
WORKING CASH FUND	13,876,750	450,000	337,500	394,341
AUDIT FUND	361,812	10,000	7,500	9,056
LIABILITY, PROTECTION & SETTLEMENT	<u>999,579</u>	<u>7,000</u>	<u>5,250</u>	<u>13,871</u>
Total	<u>\$ 91,751,502</u>	<u>2,312,000</u>	<u>1,734,000</u>	<u>2,332,864</u>

**WILLIAM RAINEY HARPER COLLEGE**  
**FY2006/2007 BUDGET AND EXPENDITURES**  
**March 31, 2007**

April 24, 2007  
 Exhibit IX-B.1

**OPERATIONS AND MAINTENANCE FUND**

DIVISION	BUDGET	EXPENDITURES YEAR TO DATE	FUTURE COMMITMENTS	% PAID OR COMMITTED	UNCOMMITTED BALANCE
<b>Institutional</b>					
Institutional	3,242,254.00	1,402,500.00	249,330.00	50.95%	1,590,424.00
<b>Sub-Total</b>	<b>\$3,242,254.00</b>	<b>\$1,402,500.00</b>	<b>\$249,330.00</b>	<b>50.95%</b>	<b>\$ 1,590,424.00</b>
<b>VP Admin Services</b>					
Admin Services	158,056.00	118,546.00	29,840.00	93.88%	9,670.00
Physical Plant	10,895,723.00	6,577,099.00	1,552,051.00	74.61%	2,766,573.00
<b>Sub-Total</b>	<b>\$11,053,779.00</b>	<b>\$6,695,645.00</b>	<b>\$1,581,891.00</b>	<b>74.88%</b>	<b>\$ 2,776,243.00</b>
<b>VP Info Technology</b>					
Info Technology	1,485,975.00	1,048,985.00	312,790.00	91.64%	124,200.00
<b>Sub-Total</b>	<b>\$1,485,975.00</b>	<b>\$1,048,985.00</b>	<b>\$312,790.00</b>	<b>91.64%</b>	<b>\$ 124,200.00</b>
<b>VP Student Affairs</b>					
Student Affairs	728,017.00	431,441.00	97,873.00	72.71%	198,703.00
<b>Sub-Total</b>	<b>\$728,017.00</b>	<b>\$431,441.00</b>	<b>\$97,873.00</b>	<b>72.71%</b>	<b>\$ 198,703.00</b>
<b>Grand Total:</b>	<b>\$16,510,025.00</b>	<b>\$9,578,571.00</b>	<b>\$2,241,884.00</b>	<b>71.60%</b>	<b>\$ 4,689,570.00</b>

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 Liaison Report

## HARPER COLLEGE EDUCATIONAL FOUNDATION

### **Liaison Report to the Board of Trustees April 24, 2007**

The Harper College Educational Foundation Board of Directors met on March 13, 2007. The following report highlights Foundation activities in fund raising, charitable positioning, governance, infrastructure and program and outreach.

#### **Fundraising – Annual Giving**

- Jack Lloyd, Committee Chair, secured Harris Bank as the Event Sponsor of Golf Open 2007.
- Achieved 87%, to date, of fundraising goal for direct mail appeals.
- Achieved 88%, to date, of fundraising goal for scholarship fundraising appeals.
- Received \$35,446.16 for Pacesetters Campaign with 100% participation from Foundation Board members and 67% participation from Board of Trustee members. Achieved 111% of the financial goal.
- Preparing for annual employee campaign which will run from April 16<sup>th</sup> to May 4<sup>th</sup>.

#### **Fundraising – Major Gifts Campaign**

- Based on recommendation of ITW Foundation contact, the \$250,000 proposal to Illinois Tool Works for technology to support Math, Science and Engineering careers will be presented to ITW's Board in May rather than this past December as expected.
- Received \$100,000 in underwriting, to date, in support of the 40<sup>th</sup> Anniversary Gala. Another \$290,000 solicitations are pending.
- Submitted proposal for \$75,000 to the McGraw Foundation for support of the Summer BRIDGE Program.
- Recruited and trained Leadership Gifts Committee which is co-chaired by Carol Pankros and Dick Hoffman. Prepared solicitation profiles for prospective leadership gift donors. Supporting volunteers in their fundraising meetings with prospective donors.
- Dr. Breuder, Rita Canning and Diane Hill met with Bob Fiorani of Square D/Schneider Electric to discuss components of \$350,000 proposal for support of student scholarships, health careers and public safety, and math, science and technology programs.

- With facilitation from Susan Waldman, coordinated and hosted the Executive Director of the Motorola Foundation for lunch in and tour of Avanté, Center for Math, Science and Emerging Technologies. Invited to submit a proposal.
- Submitted and were declined funding for \$300,000 proposal to Motorola for support of Science, Math and Technology for funding to support scholarships, SMART classrooms and nanotechnology. Seeking feedback through Susan Waldman, Foundation Board member and Motorola Vice President of Human Resources.
- Dr. Breuder successfully solicited Gilbane Building Company for a \$25,000 gift for the campaign.
- Completed creative design of the Case for Support. Bob Fiorani, Rob Brumbaugh, and Jerry Smoller, Campaign Communications Committee members, reviewed and approved the Case. Printed brochure is available.
- Received \$50,000 sponsorship from Northwest Community Healthcare in support of the 40<sup>th</sup> Anniversary Gala. Solicitation facilitated by Co-Chairs Diane Hill and Rita Canning.
- Closing on \$50,000 sponsorship from Alexian Brothers Healthcare System in support of the 40<sup>th</sup> Anniversary Gala. Solicitation facilitated by Co-Chairs Diane Hill and Rita Canning.
- Developed and presented components to Alexian Brothers Healthcare System for a \$250,000 proposal to support Health Careers and Public Safety. Funding requested to support student and faculty research scholarships, faculty and staff development, simulation technology curriculum development, and equipment purchase and upgrades, and classroom/lab upgrades.
- Following up on preparing \$150,000 proposal to JP Morgan Chase for Phase II support of the Small Business Development Center for Harper College for Businesses.
- Met with corporate representative and Harper College Public Safety to discuss in-kind donation of public safety computer aided dispatch software estimated at \$500,000. Further research is being developed to determine gifting procedures and acceptance terms.
- Completed Named Gift and Recognition Policy and Procedures. Completed Named Gift Opportunities (campus locations). Scheduled Named Gift and Recognition Committee on-campus tour of campus locations with Clark Delanois, Committee Chair.
- Recruited and oriented co-chairs for the Administrator Campaign Committee. Full committee orientation was completed in March.

- Received notice of additional \$100,000 value to retired faculty planned gift.
- Based on discussions at the Executive Committee meeting, currently renegotiating the terms of contract with Ketchum, Inc. to reduce monthly payments and lengthen time of contract to equal the same financial commitment but over a longer period of time.

## **Charitable Positioning**

- Hosted evening appreciation and introduction reception with a performance of “Two Gentlemen of Verona” in the Performing Arts Center on Friday, March 16.
- Stasia Zwisler attended the Legacy Alliance Barrington Area Networking Breakfast, “Building a Tradition of Giving.”
- Assisting the Institution with its planning for the overall 40<sup>th</sup> Anniversary activities.

## **Governance**

- Dr. Breuder, Jeff Butterfield, Rita Canning, Clark Delanois and Bob Glorch attended the 11<sup>th</sup> Annual AGB Leadership Forum. Bob Glorch and Clark Delanois attended a special pre-event seminar entitled “Campaign Responsibilities for the Board.”
- Held orientation for new board members, David Fairburn and Ken Nykiel, on March 21.
- Meeting with prospective board member Mike Bohn, Vice President of Gilbane Building Company on April 30<sup>th</sup>.
- Developed the annual board self-assessment survey that was completed at the March Board meeting by board members in attendance.
- Reconfigured the Executive Committee team due to the appointment of the Vice President of Board Membership, Rita Canning, to the Board of Trustees.

Clark Delanois, currently serving as Treasurer, will serve as the Vice President of Board Membership for the remainder of Rita’s term until June 30<sup>th</sup>, 2008.

Lane Moyer, currently serving as an Investment Committee member, will serve as Treasurer for the remainder of Clark’s term until June 30, 2008.

- Rita Canning, currently serving as the Vice President of Board Membership, will step down from the Executive Committee and will continue to serve as an emeritus (non-voting) member.

## **Infrastructure**

- Reported an investment return of 9.64% from Commonfund investments as of February 28, 2007.
- Reported \$4.7 million in net assets as of February 28, 2007.
- Reconfigured Coordinator of Advancement Services, a vacant staff position, into Assistant Director of Annual Giving/Alumni Relations and conducted first interviews with three candidates.
- Made a selection for the Associate Executive Director/Director of Major Gifts position. After some deliberation she declined the position due to the commute. Reopened Associate Executive Director of Foundation/Director of Major Gifts position. Contacted three Chicago-area executive search firms to assist with recruiting.
- Foundation staff received Raiser's Edge database training on March 19<sup>th</sup> and 20<sup>th</sup>.

## **Program and Outreach**

- Hosted Small Art Works Wine and Cheese Reception on Thursday, April 19<sup>th</sup>.
- Awarded 86% of available scholarships.
- Scheduled Motorola and Amersham committee meetings for April 19<sup>th</sup> and May 11<sup>th</sup>.
- Awarded \$58,000 in Resource for Excellence grants for seven projects. (See attached exhibit)
- Purchased four pieces of art for the Foundation collection from visiting artists, Brian Dettmer and Nancy Morrow. (See attached exhibit)
- Hosted Community Night for the Village of Elk Grove and the City of Des Plaines in February with a total attendance of about 70.
- Hosted Wheeling Community Night on April 12, 2007.

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.

4/9/2007

## Harper College Educational Foundation March Fundraising Report FY07

<b>Appeal ID</b>	<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>
Event Follow-Up	Event Follow-Up	1	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
FY07YEDM	FY07 Year End Direct Mail	1	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00
Gala07	Gala 2007	1	\$0.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00
Golf07	Golf Open 2007	2	\$3,000.00	\$5,000.00	\$0.00	\$0.00	\$8,000.00
PerSol	Personal Solicitation	1	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00
Planned Giving	Planned Giving	1	\$0.00	\$0.00	\$0.00	\$100,000.00	\$100,000.00
PSFY07	Pacesetters Campaign FY07	3	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$2,000.00
RfE05	Resource for Excellence Campaign FY07	7	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
RFE06	Resource for Excellence Campaign FY07	11	\$65.00	\$0.00	\$0.00	\$0.00	\$65.00
Scholarship	Scholarship Stewardship	1	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00
Unsolicited	Unsolicited	2	\$0.00	\$0.00	\$1,100.00	\$0.00	\$1,100.00
Web	Web Donation	1	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
<b>Grand Totals:</b>			<b>\$7,265.00</b>	<b>\$56,000.00</b>	<b>\$1,100.00</b>	<b>\$100,000.00</b>	<b>\$164,365.00</b>

31 Gift(s) listed  
20 Donor(s) listed

4/9/2007

## Harper College Educational Foundation Year to Date Fundraising Report (as of 03-31-07)

Appeal Description	Gift Count	Cash	Pledges/Stocks	In-Kind Gifts	Other	Total
Event Follow-Up	1	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
Football Program Golf Open	4	\$500.00	\$0.00	\$500.00	\$0.00	\$1,000.00
FY06 Year End Direct Mail	1	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
FY07 Year End Direct Mail	84	\$18,011.00	\$0.00	\$0.00	\$0.00	\$18,011.00
Gala 2007	2	\$0.00	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Golf Open 2006	1	\$125.00	\$0.00	\$0.00	\$0.00	\$125.00
Golf Open 2007	4	\$3,000.00	\$18,000.00	\$0.00	\$0.00	\$21,000.00
Harper Symphony Orchestra	2	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00
Leadership Gifts for Project Tomorrow Major Gifts Campaign	1	\$0.00	\$0.00	\$0.00	\$35,000.00	\$35,000.00
Lifelong Learning Direct Mail	1	\$15.00	\$0.00	\$0.00	\$0.00	\$15.00
Jim McGuire Golf Open	43	\$3,336.00	\$0.00	\$0.00	\$0.00	\$3,336.00
Margaret Scott	31	\$1,971.00	\$0.00	\$0.00	\$0.00	\$1,971.00
Personal Solicitation	4	\$2,750.00	\$55,000.00	\$0.00	\$0.00	\$57,750.00
Planned Giving	1	\$0.00	\$0.00	\$0.00	\$500,000.00	\$500,000.00
Proposal	3	\$10,000.00	\$55,000.00	\$0.00	\$0.00	\$65,000.00
Pacesetter Campaign FY06	1	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
Pacesetters Campaign FY07	36	\$19,000.00	\$10,119.66	\$0.00	\$0.00	\$29,119.66
Resource for Excellence Campaign FY05	51	\$4.00	\$0.00	\$0.00	\$0.00	\$4.00
Resource for Excellence Campaign FY06	54	\$1,470.00	\$700.00	\$0.00	\$0.00	\$2,170.00
Scholarship Stewardship	21	\$26,075.00	\$0.00	\$0.00	\$0.00	\$26,075.00
Special Initiatives	3	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
Stewardship	2	\$1,025.00	\$0.00	\$0.00	\$0.00	\$1,025.00
Tribute	43	\$1,705.00	\$0.00	\$0.00	\$0.00	\$1,705.00
Unsolicited	31	\$3,698.75	\$0.00	\$37,381.00	\$0.00	\$41,079.75
Web Donation	2	\$510.00	\$0.00	\$0.00	\$0.00	\$510.00
<b>Grand Totals:</b>		<b>\$94,745.75</b>	<b>\$238,819.66</b>	<b>\$37,881.00</b>	<b>\$535,000.00</b>	<b>\$906,446.41</b>

427 Gift(s) listed  
319 Donor(s) listed

**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>								
Homeland Security	Commercial Equipment Direct Assistance	Harper Police	Mike Alsup	Federal	\$20,000	TBD	TBD	Training and purchase of equipment
Illinois Gateways Grant	Early Care/Education Credential	Business and Social Science	Jennifer Mathes, Wendy Mertes	State	\$4,000	12/6/2006	12/31/2007	Curriculum alignment and in-service faculty development for Early Childhood Program
ICCB sponsored by Illinois Center for Specialized Professional Support	New Look Innovation Award	Career Programs	Daniel Corr	State	\$1,500	10/1/2006	6/15/2007	Health careers transition.
ICCB sponsored by Illinois Center for Specialized Professional Support	New Look Innovation Award	Access & Disability Services	Tom Thompson	State	\$1,000	10/1/2006	6/15/2007	Support captioning of media for deaf and hard of hearing students.
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.
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**

<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>
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	\$100,000	10/1/05	12/31/06	Provides training to underemployed or unemployed workers in manufacturing occupations in the northwest suburbs.
WBMC Workforce Board of Metropolitan Chicago	Critical Skills Shortages Initiative - Addressing Health Care Solutions - Project I	Career Programs	Daniel Corr	State	\$75,000	7/1/06	6/30/07	Provides training to underemployed or unemployed workers in manufacturing occupations in the northwest suburbs.
WBMC Workforce Board of Metropolitan Chicago	Critical Skills Shortages Initiative - Addressing Health Care Solutions - Project II	Career Programs	Daniel Corr	State	<u>\$55,000</u>	7/1/06	6/30/07	Provides training to underemployed or unemployed workers in manufacturing occupations in the northwest suburbs.
<b>COMPETITIVE GRANTS</b>	<b>TOTAL</b>				<b>\$671,455</b>			

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

Granting Agency	Title	Department	Grant Manager	Agency	Amount	Start Date	End Date	Description
<b>AGENCY ALLOCATED GRANTS</b>								
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; <b>State Performance, \$140,152</b> )
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.

**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>
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	\$49,216	8/1/02 Extended 7/1/05	7/31/05 Extended 6/30/07	Pays for 3 fulltime officers, through Universal hiring program.
<b>AGENCY ALLOCATED GRANTS</b>					<b>\$1,581,093</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>SUBCONTRACTOR / PARTNER in GRANT</b>								
IBHE Illinois Board of Higher Education	HECA Disability Matrix	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.
NSF National Science Foundation	Exploring New Models for Undergraduate Research w/Two-year College	Chemistry	Sally Griffith	\$449,273/5 yrs	\$128,101	10/1/06	9/30/07	City Colleges of Chicago-Harold Washington College (lead institution)
<b>SUBCONTRACTOR/PARTNER IN GRANT</b>					<b>\$137,713</b>			
<b>FY07 Total All Grants: as of April 4, 2007</b>					<b>\$2,390,261</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.

Summary of Items Purchased from State Contracts, Consortiums, or Cooperatives

Source	Vendor	Purchase Date	Items Purchased	Dollar Amount of Purchase	Assessment Attached?*
IPHEC	CDW	March-07	Computer Peripheral Equipment	4,599.61	yes
IPHEC	KI	March-07	Classroom Furniture	4,832.62	yes
IPHEC	Fisher Scientific	March-07	Biology & Chemistry Instructional Supplies	\$536.97	yes
IPHEC	Office Concepts	March-07	Office Furniture	\$59,801.90	yes
MHEC	MPC Solutions Sales LLC	March-07	Computer Peripheral Equipment	\$32,920.00	yes
E & I	Grainger	March-07	Maintenance, Repair and Operations supplies	\$1,221.92	yes
E & I	HP Products Corp	March-07	Janitorial Supplies	\$2,984.00	yes
				<b>\$106,897.02</b>	

\*Supporting documentation regarding process followed to award the contract

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

New AAS degree program in Nanoscience Technology.

II. REASON FOR CONSIDERATION

The Illinois Community College Board requires the Board to approve new degree programs.

III. BACKGROUND INFORMATION

This AAS Degree in Nanoscience Technology is designed to provide students with the skills and knowledge to prepare them to work as technicians within nanotechnology, the enabling science of manipulating atoms and molecules at the nanometer scale (1-100 nanometers) to create and manufacture new materials and devices. This enabling science incorporates biology, chemistry, materials science, physics, electronics, and engineering. By all accounts, making things smaller will revolutionize manufacturing processes, create breakthroughs in cancer research, generate more efficient sources of energy, transform consumer products, and ultimately change the world as we know it.

Many nano-enabled products have moved into the marketplace including drug delivery devices, stain resistant fabrics, cosmetics, and applications that address global challenges such as water treatment and agriculture productivity. Graduates in this AAS Degree program will be prepared to work as technicians and manufacturing and production workers within firms using nanoscience and microscience technologies. This includes research and development, production, manufacturing, and sales.

Through this program, Harper College will develop a regional program for the Chicago area to address the need for skilled technicians in this cutting-edge, emerging field. Harper College is well suited to develop this regional program because it is the Illinois representative in the Midwest ATE Regional Center for

Exhibit X-A

April 24, 2007

Nanotechnology Education, an NSF funded project involving five community and technical colleges in the northern Midwest. Other participating colleges are Dakota County Technical College, Minnesota; Chippewa Valley Technical College, Wisconsin; Lansing Community College, Michigan; and North Dakota State College of Science, North Dakota. Harper College also has a close working relationship with both Northwestern University and Argonne Laboratory. These two organizations are leaders in the development and promotion of nanotechnology.

Illinois currently ranks ninth for all states in the number of firms that are working in the nanotechnology field, a field that is expected to grow exponentially in the next 10 to 15 years. Because this is such a new and emerging field, reliable statistics on employment needs for the Chicago region in nanotechnology research, development, or manufacturing are not yet developed. Several groups are currently addressing this issue but it may be some time before supply-demand employment data will be available. Nanotechnology is a dynamic new field of science that has promise to have a tremendous impact on a wide variety of fields. The U.S. government has highlighted this technology as a critical future area of competitiveness for the country and has been supporting nanotechnology research and development to sustain the United States as the global leader. The National Nanotechnology Initiative (NNI) established in 2001 has invested over \$6.5 billion, and the budget for FY2007 provides another \$1.2 billion to a multi-agency group including the National Science Foundation, Department of Defense, Department of Education, and the National Institute of Health. Through Federal grants, research centers have been established at Northwestern University and the University of Illinois along with ongoing academic research funding for development of nanoscience and its applications. Already within the Chicago area there are over 20 start-up companies that are taking basic research discoveries and working to develop viable commercial businesses from them. In addition, many larger Chicago area companies are working to develop new business opportunities in nanotechnology.

IV. RECOMMENDATION

The administration recommends that the Board approve the new AAS degree program in Nanoscience Technology. Upon approval, it will be submitted to the Illinois Community College Board and the Illinois Board of Higher Education for approval and implementation in the 2007-2008 academic year.

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 *University of Illinois-Chicago* for the *Cardiac Technology* 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, *University of Illinois-Chicago* whereby they require Board or appointed designee signature.

III. BACKGROUND INFORMATION

The facilities and educational opportunities available at *University of Illinois-Chicago* 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 *University of Illinois-Chicago* 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

Faculty Promotions, 2007-2008 Academic Year

II. REASON FOR CONSIDERATION

In accordance with Board Policy 11.02.11, final approval of promotions is made by the Board of Trustees.

III. BACKGROUND INFORMATION

The 1990-93 Agreement between the Board of Trustees and the Faculty Senate stipulated that a faculty promotions procedure be developed beginning with the 1991-92 academic years. On January 30, 1992, the Board of Trustees approved a Faculty Promotion System developed by the Promotions Committee. The promotions procedures in the Faculty Promotions System, "Promotion Procedures" pages 7 - 10, have been followed.

The administration certified which faculty members were eligible to apply as documented by their years of service. The Senate Promotions Committee recommended those individuals who met the minimum requirements for early promotion to the appropriate vice presidents. The administration's recommendations come from the Committee's list.

IV. RECOMMENDATION

The College administration recommends that the Board of Trustees grant the following promotions for the 2007-2008 academic year.

**To Associate Professor**

Kris Conroy – Student Development Division

Wendy Mertes – Business and Social Sciences Division

Regina Rector – Technology, Math, and Science Division

Exhibit X-C  
April 24, 2007

**To Assistant Professor**

Samuel Giordano – Health Careers and Public Safety Division  
David Antonides – Student Development Division  
Bobby Summers - Business and Social Sciences Division  
Linda Frank - Student Development Division

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for award of bid request Q00514 to provide correction to the Façade of the Wojcik Conference Center as recommended by Administrative Services.

II. BUDGET STATUS

Funds in the amount of \$995,900 are provided in the 2006/07 and will be provided in the 2007/08 Operations and Maintenance Fund Budget under account numbers 0002-8060-039-5303000-10010000000-000 and 0002-8060-039-5804000-10010000000-000.

III. INFORMATION

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

Stuckey Construction Company, Inc.	\$807,000
Camosy Inc.	908,680

Two other vendors attended the mandatory pre-bid meeting. Every attempt was made to encourage these contractors to submit bids for this work. But, because of the timing and their schedule for the summer months they declined to submit.

Since the completion of construction of the Wojcik Conference Center, there have been a series of leakage problems in the areas where the white metal façade was placed. In addition, as the canopy was not made an integral part of the structure, leakage problems have occurred in that area also. The architects, engineers and contractor have been provided with ample opportunities to correct these deficiencies but have failed in each attempt. In a last attempt

to resolve the deficiencies that are causing the leakage, the College solicited counsel from Wiss, Janney, Estner Associates, Inc., an engineering consulting firm. The consultants provided a report recommending corrective measures for both the façade and the canopy. Again, the responsible architects, engineers and contractor were given an opportunity to correct the deficiencies, as noted, without a positive result.

The white metal panels installed on the exterior of the building are not installed properly, thus enabling leaks to develop and persist. The solution provided in this recommendation will replace the metal panels with brick to match the remainder of the building. A glass curtain wall will be installed in the area of the canopy and a new canopy will be installed.

It is the recommendation of the architect that metal panels be installed in the area outside the front of the amphitheater to enhance the façade of the building and to tie that part of the building into the new curtain wall and canopy. An alternate to upgrade the metal panels to flat stainless steel panels is included in the recommendation. This alternate is \$32,000 and is under review with the architect. A final decision will be made prior to executing the contract.

Also included in this recommendation is a contingency of not to exceed \$77,000, architect's fees of \$88,900, reimbursables of not to exceed \$8,000, and an amount of \$15,000 for landscape corrections once the project is complete.

The approval of this recommendation is subject to review by the College attorneys.

#### IV. RECOMMENDATION

The administration recommends that the Board award bid request Q00514 for the Wojcik Conference Center Façade Correction to Stuckey Construction Company, Inc., the low bidder, in the amount of \$807,000, plus the Architectural fees in the amount of \$88,900, reimbursables in the amount of not to exceed \$8,000, a contingency of not to exceed \$77,000, and landscape corrections in the amount of \$15,000 for a total award of \$995,900.

Exhibit X – D  
April 24, 2007

The alternate, in the amount of \$32,000, for the flat stainless steel panels is included in this recommendation. A final decision regarding this upgrade will be made after review with the architects. This decision will be made prior to executing the contract.

This approval is subject to review by the College attorneys.