



1200 West Algonquin Road
Palatine, Illinois

Regular Board Meeting Agenda

March 19, 2009
7:00 p.m.

- I. Call to Order**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Presentations**
 - None
- V. Student Trustee Report**
- VI. President's Report**
- VII. Harper Employee Comments**
- VIII. Citizen Comments**
- IX. Consent Agenda*** (Roll Call Vote)
 - A. For Approval**
 1. Minutes - February 19, 2009 Special Board Meeting; February 19, 2009 Regular Board Meeting Exhibit IX-A.1
 2. Bills Payable, Payroll for February 13, 2009 and February 27, 2009; Estimated Payroll for March 13, 2009 Exhibit IX-A.2
 3. Bid Awards Exhibit IX-A.3
 4. Requests for Proposals Exhibit IX-A.4
 5. Purchase Orders Exhibit IX-A.5
 6. Personnel Action Sheets Exhibit IX-A.6
 7. Faculty Tenure Status Report - 1st Year Fall Hires Exhibit IX-A.7
 8. Modification of Board Policy – Areas of Business – 01.37. 22 and First Reading of New Board Policy - Faculty Representation – 01.37.26 Exhibit IX-A.8
 - 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: 2009-2010 Tuition Exhibit X-A
- B. RECOMMENDATION: re/new YOU initiative for the Unemployed Exhibit X-B
- C. RECOMMENDATION: Contract with Rosemont Theatre to Conduct May 21, 2009 Commencement Ceremony at Their Facility Exhibit X-C
- D. RECOMMENDATION: Presidential Appointment Exhibit X-D

XI. Announcements by the Chair

- A. Communications
- B. Calendar Dates

On-Campus Events

(Note: * = Required)

- March 20 6:30 p.m. - "A Little Night Music" Friend / Fundraiser Reception - Performing Arts Center
- April 7 2009 Consolidated Election
- April 10 **COLLEGE CLOSED** - Reading Day / Friday Holiday
- April 16 6:00 p.m. - Small Works Art Collection Friend/Fundraiser Reception - Art Gallery - Room C200
- *April 30 7:00 p.m. - Organizational/Regular Board Meeting - W214-215
- *May 19 (Tuesday) 7:00 p.m. - Regular Board Meeting - W214-215

Off-Campus Events

- May 21 7:00 p.m. - Commencement - Rosemont Theatre
- June 15 11:00 a.m. - Foundation Golf Open - Inverness Golf Club (time tentative)

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

XIII. Adjournment

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 Special Board Meeting of Thursday, February 19, 2009

CALL TO ORDER: The special meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Stone on Thursday, February 19, 2009 at 3:47 p.m. in Room W101 of the Wojcik Conference Center, 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL: Present: Members Stone, Kelley, Hoffman, Borro, Canning, Graft (left meeting at 5:30 p.m.), and Student Trustee Garcia

Absent: Member Hill

Also present: Dr. Pickelman, Cathy Brod, Phil Burdick, Maria Coons, Joan Kindle, Cheryl Kisunzu, Dave McShane, Sheila Quirk-Bailey, Marge Skold, Judy Thorson

DISCUSSION: Discussed the direction the Board wanted the budget to take.

Also discussed new opportunities program for people in our district who are out of work.

ADJOURNMENT Member Kelley moved, Member Canning seconded, to adjourn the meeting. No action was taken.

In a voice vote, the motion carried at 6:33 p.m.

Chair

Secretary

Minutes of the Regular Board Meeting of Tuesday, February 19, 2009

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WILLIAM RAINEY HARPER COLLEGE
BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT #512
COUNTIES OF COOK, KANE, LAKE AND McHENRY, STATE OF ILLINOIS

Minutes of the Regular Board Meeting of Thursday, February 19, 2009

CALL TO ORDER: The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Stone on Thursday, February 19, 2009 at 7:00 p.m. in the Wojcik Conference Center (Room W214), 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL: Present: Members Borro (7:05 pm arrival), Canning, Hoffman, Kelley and Stone; Student Member Garcia
Absent: Members Graft and Hill

Also present: John Pickelman, Interim President; Catherine Brod, V.P. for Development; Maria Coons, Interim V.P. Enrollment and Marketing; Joan Kindle, V.P. Student Affairs and Assistant to the President; Cheryl Kisunzu, V.P. HR/Diversity and Organizational Development; David McShane, V.P. Information Technology; Sheila Quirk-Bailey, V.P. for Strategic Planning and Alliances; Margaret Skold, V.P. Academic Affairs; Judy Thorson, V.P. Administrative Services; Mike Alsup; Carol Blotteaux; Dave Braunschweig; Erin Brooks; Orlando Cabrera; Linda Campbell; Laura Crane; Ken Dahlberg; Tom Dowd; Earl Dowling; David Dwyer; Jason Ferguson; Sally Griffith; Yvonne Harris; Pascuala Herrera; Gregg Herriges; Mia Igyarto; Njambi Kamoche; Andy Kidwell; Keiko Kimura; Ashley Knight; Tom Knoff; Sunil Koswatta; Jim Ma; Wendy Mertes; Maria Moten; Mark Mrozinski; Michael Nejman; Sheryl Otto; Karen Patterson; Jason Peot; Steve Petersen; Perry Pollock; David Richmond; Michelé Robinson; Tammy Rust; Katherine Sawyer; Darlene Schlenbecker; Rich Seiler; Diana Sharp; Tom Thompson; Tryg Thoreson; Jose Vital; Nancy Wajler and Dennis Weeks.

Guests: Joanne Malinowski; Michael Lundeen, Legat Architects.

Member Canning led the Pledge of Allegiance.

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

In a voice vote, the motion carried.

EDUCATIONAL PRESENTATIONS

Erin Brooks:
PBS "Nightly Business Report"

Media Relations Specialist Erin Brooks noted that, in the past year, Harper students, staff and faculty have been featured in a variety of print publications including *The Daily Herald*, *Chicago Sun-Times*, *Chicago Tribune* and *Crain's Chicago Business*. However, with print journalism declining quickly, they are making more of an effort to pitch Harper stories to television, online outlets and radio. She shared two television segments which both aired on *PBS Nightly Business Report*, an Emmy award-winning program carried by more than 250 stations nationally and internationally. It has approximately 2.6 million viewers, making it the nation's most watched evening business program. One clip aired last summer; the other segment aired this week. The news clips focused on adults returning to school for retraining or advancing their degrees in order to become more marketable in today's economy. Nancy Wajler, Adult Learning Specialist, spoke on both clips.

Ms. Brooks thanked everyone who helped her with leads and other information. Chair Stone thanked Ms. Brooks for helping Harper obtain that exposure.

STUDENT TRUSTEE REPORT

Student Member Garcia noted that, beginning Monday, February 23, Harper College students with a valid ID will receive special discounts on suburban PACE bus passes – good until the end of the semester, Friday, May 22. There will be a PACE promotional table from 10:00 am – 2:00 pm Monday, February 23 in the lobby of Building J where the passes will be on sale. There will be special promotions. The benefits of this initiative are environmental impact, cost savings for students (spending less money on gas) and helping with traffic congestion and parking on campus.

Student Member Garcia noted that Friday, February 20, students will have a chance to meet the legendary music mogul hip hop historian, author and recent Rock-n-Roll Hall of Fame inductee, Darryll McDaniels of RunDMC. McDaniels will be giving a lecture on the history of hip hop and its influence on today's youth and culture. The Campus Activities Board sponsored a Graffiti Day, promotional event

for Darryl McDaniels, where students were asked to sign up and learn more about graffiti art and culture by tagging or writing their signature on the banner. Students of all cultures and backgrounds came to participate by the hundreds. Faculty, staff and Dr. Pickelman were seen onsite signing the banner.

Several Harper Pride students recently attended the Midwest Bisexual, Lesbian, Gay, Transgender and Ally College Conference. Student Member Garcia thanked the Center for Multicultural Learning and the Student Activities Office for their annual financial support to allow students to attend conferences like these. The theme this year was "Living Out Loud - Examining Our Past to Enhance Our Future." Many of the workshops she attended encouraged and educated her on new ways of activism and networking, and it inspired her and other members of the community to promote diversity, equality and social justice.

Chair Stone thanked Student Member Garcia.

PRESIDENT'S REPORT

Dr. Pickelman extended congratulations to the four Trustees who will be running unopposed. He noted that this is very significant, because it adds a dimension of stability that quality presidential candidates look for in deciding on whether or not they will make a move.

Faculty Achievements

Vice President Margaret Skold highlighted some faculty achievements. She introduced Professor Gregg Herriges, who is also a published author, and staff member Tom Knoff, who works in Department of Instructional Technology, which is soon to be called Center for Innovative Instruction. They have won the Platinum Best of Show at the Aurora Awards for their video "TC Boyle and the Art of the Story." Dr. Skold noted that Board members will receive a copy of the documentary film, which is about internationally acclaimed author, TC Boyle. Professor Herriges explained that TC Boyle has been publishing for over 30 years and is currently on his twelfth novel. The most recent one was released two weeks ago, entitled *The Women*, and is about the women in the life of Frank Lloyd Wright. TC has won just about every literary award around the world that is possible to win. Dr. Skold added that Gregg and Tom will be going to New Orleans on April 9 to receive this award. She congratulated them.

Dr. Skold noted that M. Glenn Taylor, Assistant Professor in the English Department, has written his first novel entitled *The Ballad of Trenchmouth Taggart*. Assistant Professor Taylor is among five finalists for the annual National Book Critics Circle Awards. Board members will receive a copy of his novel.

Dr. Skold read a portion of an e-mail she recently received from Barbara Gawron, who runs the nursing lab for all of Harper's nursing programs and who recently spearheaded a project for Dean Cindy Luxton. "The NEC Certified Nursing Assistant Lab is almost finished, and I would like to take a moment to reflect back on the past moments of the project. The certified nursing program at the Northeast site is providing a stimulus to the unemployed members of the community seeking a new career choice." Dr. Skold thanked Vice President Judy Thorson, Jim Ma and all the folks who helped do that with minimal budget. With their efforts, they were able to put a career program at the NEC. Thank you!

Vice President Sheila Quirk-Bailey introduced new administrator, Darlene Schlenbecker, Director of Institutional Effectiveness/Outcomes Assessment. She comes to us from the American Institute of Culinary Arts, better known as Cordon Bleu. Her role there was Chair of the Department of Psychology, and she was responsible for the Gen Ed initiatives, the assessment initiatives and ran their last HLC self-study. The Board welcomed Ms. Schlenbecker.

Tom Dowd, Faculty
Senate President

Dr. Thomas Dowd noted that the Presidential Search Advisory Committee was the best committee in which he has ever participated. Every meeting they had was collaborative; every decision made was not by majority vote, but by 100 percent consensus. It was a very good experience.

Dr. Dowd introduced faculty member Pascuala Herrera from Access and Disability Services (ADS), who will be sharing about her Fall 2007 sabbatical.

Pascuala Herrera,
Sabbatical Experience

Associate Professor Pascuala Herrera, who has coordinated services at Harper in ADS since 1991, addressed the Board. She shared what she believes is one of the most gratifying professional experiences for her since she has been at Harper. In the Fall 2007, she was able to participate in a sabbatical leave for one semester, for the purpose of doing research on motivation. She explained that she works with students with learning disabilities and has often been puzzled about their motivation. She wanted to step away

from her job and really look into what was causing their lack of motivation. Ms. Herrera decided to do some field study, go to the local high schools and give presentations. She presented her personal and educational journey as a person with a disability and discussed overcoming obstacles. After each presentation, Ms. Herrera conducted phone interviews with over 50 students, discussed their issues of motivation and their goals. In the process, she developed a website so that participants could enter comments and submit questions to her.

Benefits to the College

Ms. Herrera was able to come back and help in the planning of delivery systems for students with learning disabilities and Attention Deficit Disorder in order to reach as many students as possible. As a result, they have received increased interest in Harper from within the community and also from out of district because of their services in ADS. They have developed a better relationship with the local high schools and continue to work with them.

Professional Benefits

Ms. Herrera was re-energized with new ideas. By stepping away, shifting paradigms, she came up with new initiatives that will help the program serve many more students. It helped her to see that she had an impact on the high school students whom she was addressing. Many of the students had not even considered college, but after communicating with her and hearing her speak, they were now saying that college might be an option for them. It was also very gratifying that, when she was targeting students with disabilities at Palatine High School, the principal asked her to address the whole student body to share the message that education was possible for everyone. In one presentation she reached over 2,000 students.

Results of Research

- She found that students really had a difficult time identifying their strengths. Many students with disabilities had been told about their weaknesses and their disabilities and had never gotten an opportunity to think about their own strengths.
- Many of these students felt that the obstacles they faced were insurmountable; therefore, they did not think post-secondary education was something that they should even dream about.
- Many of the students she spoke to in the phone interviews felt that they were not the decision-makers, but

rather their parents, their teachers and others were decision-makers of their destiny.

With those findings, she came back and presented recommendations to their department, including a case management system, enhancing Harper's college awareness (outreach) program, working earlier with the high school students (sophomores/juniors), parent orientation for perspective LD and ADD students, and helping students develop better self-advocacy. They are revamping the whole Orientation 101 course and creating the first year experience course, which is now in a variable credit format. They are able to teach orientation issues, but also specific issues to students with disabilities and other special populations. From all the students who enrolled in the four sections of last semester, the cumulative GPA was 2.3, and 100 percent of the students were able to identify their strengths and name two resources that would help them be more successful.

Future

- Continue to enhance the College awareness program, increasing visits from the high schools as well as visiting the high schools earlier on and visiting younger students.
- Continue with parent orientation and working with the CE department to continue developing programming for parents, because the earlier they work with parents, the more they can assist the students in being more prepared as they come here.
- Offering a first year experience in the high school so students, while they are still in high school, can learn the valuable lessons that will help them prepare and transition well.

On behalf of the students with disabilities, she thanked the Board for the opportunity to participate in her sabbatical leave.

Dr. Pickelman noted that sabbaticals are not only a form of appreciation to faculty who have provided distinguished service to the institution, but they are also an investment. He noted that Associate Professor Herrera's presentation shows that the investment of the College was money well spent indeed. He thanked Ms. Herrera.

Chair of Presidential
Search Advisory
Committee, Dick
Hoffman

Dr. Pickelman thanked Members Canning and Hoffman for all the time and effort they put in to participate in the Presidential Search Advisory Committee. The committee demonstrated so well how 15 people could come together, work toward the same goals and achieve an outstanding result. This is the best search committee he has ever worked with. It was a pleasure.

Member Hoffman noted that it all starts with a process, and this particularly started with great leadership. With John Pickelman's direction and philosophy, they all started on the right foot. They also had an outstanding committee. He will extend a personal invitation for each of them to attend the next Board meeting. He would like the Board to recognize the people who were involved in that and the outstanding job they did.

Member Hoffman noted that they were able to attract a great candidate pool, starting with 26 candidates. Through resume checking and reference checking, they narrowed it down to eight candidates who had off-campus interviews last Thursday and Friday at O'Hare. It was a wonderful experience. All eight candidates were qualified to be a President of Harper College. That speaks volumes for what they did in the recruiting process and also for this institution – how it attracts people in this type of economy. People came from all over the country for this process. The committee was charged to bring three to five candidates to the Board - and that is one area where they fell short. They have selected two candidates. It was noted that the committee members were 100 percent together on these two candidates they are bringing forward. The only difference between the eight candidates who were interviewed and the two who were selected is really "fit." All eight were "qualified." It is a matter of fit - where Harper has been, where it is today and where they think it needs to go in this next window of opportunity. These two candidates are the best fit, and there was somewhat of a gap between the next candidates down the line. Member Hoffman read a brief profile of each of the two candidates.

Dr. Kenneth Ender has served as President and Chief Executive Officer of Cumberland County College for the past nine years. In total, the College serves three urban cities, 10 townships and one borough. He has successfully positioned the College as a vibrant institution that enhances the community's quality of life. As The Daily Journal, the area's main newspaper, editorialized: "Dr. Ender is moving

Cumberland County College ahead by giant steps... Improving the quality of life and opening the door of opportunity for all county residents.”

Last September, Dr. Ender won the Northeast Region President/CEO Award issued annually by the Association of Community College Trustees. The award is given to a community college President/CEO who has initiated and developed innovative programs, served on technical or special committees and promoted positive partnerships on campus and throughout the community. Dr. Ender was chosen as the recipient of the 8th Annual Community College Alliance Leadership award, given by Franklin University in Ohio. He was also selected as the National President Pacesetter of the Year by the National Council for Marketing and Public Relations and received the prestigious Hesed Acts of Loving Kindness Award from Temple Beth Hillel in Vineland, New Jersey.

Over the past thirty years, Dr. Ender has held a variety of positions in higher education, including Vice President for Academic Affairs at Richland Community College, Interim District Dean at Cuyahoga Community College, Associate Vice President for Administrative Services at Cleveland State University, Director of Student Activities at Virginia Commonwealth University, and Director of Student Advising at University of Georgia. He also has teaching experience and has written numerous publications.

In addition to his Ph.D. in Urban Services Leadership from Virginia Commonwealth University, Dr. Ender holds a Masters in Education from University of Georgia, and bachelor's degree in Business Management, also from Virginia Commonwealth University.

Dr. Ender enjoys golf, tennis, surf fishing and has completed 15 marathons. He lives in Bridgeton, New Jersey with his wife Cathy, dog Sammy and cat Cat.

Dr. Martha Ellis has more than 25 years of experience in community colleges and currently serves as Associate Vice Chancellor for Community College Partnerships for the University of Texas (UT) System. Prior to joining the UT System, she was president of Lee College in Baytown, Texas. During her six year tenure, the College became an Achieving the Dream College and the only college in Texas to be selected for the Clinton Climate Initiative. The College was recognized as the sixth fastest growing mid-size

community college in the nation, became a Hispanic Serving Institution and increased the College endowment by 315% during these years.

In her current role, Dr. Ellis coordinates the UT System community college transfer initiatives and promotes collaboration between the 50 community college districts and UT institutions to make it easier for students to transfer, and increase the number of students who transfer from community colleges to UT institutions.

In addition to her Ph.D. in Higher Education Administration and Research from the University of North Texas, Dr. Ellis has a Master of Science degree from the University of Texas at Dallas in Developmental Cognitive Psychology, and bachelor's degree in Religion and Music from American Christian College. She completed postgraduate work at Columbia University in New York, as well as an internship at the Albert Ellis Institute, State University of New York.

Dr. Ellis has won numerous teaching awards, has scholarly publications and is a presenter at national conferences on leadership development, economic development, strategic partnerships and sustainability. She has served on various chamber, economic development and hospital boards.

Dr. Ellis and her husband, Steve, live in Austin with their puppy CharlieB.

Member Hoffman distributed the bios and noted that they will be on Harper's website tonight. Dr. Kenneth Ender will be visiting Harper's campus on Wednesday, Thursday and Friday, March 4, 5, and 6. Dr. Martha Ellis will be visiting the campus on Monday, Tuesday and Wednesday, March 9, 10 and 11. Various groups will be interviewing the two candidates. The Board has asked for feedback; they are not asking for people to "vote." There will be a profile sheet to comment on "the fit." The feedback will come back to the Board, and the Board will make the hiring decision.

Member Hoffman thanked Rita Canning for helping him chair the Presidential Search Advisory Committee. He thanked Dr. Pickelman for his leadership and direction and thanked the committee for all their help. They look forward to the final interview process.

On behalf of the rest of the Board, Chair Stone thanked Dick Hoffman, Rita Canning, Dr. Pickelman and every member of

Technology to sign the maintenance agreement with SunGard Higher Education Inc.

Personnel Actions

Administrator Appointment

Darlene Schlenbecker, Director, Institutional Effectiveness/ Outcomes Assessment, STR PLN/ALL, 01/20/09, \$72,000/year

Professional/Technical Appointments

Jaclyn Willhoit, Recruiting Specialist, STU OUTR, 02/02/09, \$44,000/year

Michelle Woodruff, Instructional Specialist of D/HH Students, p/t, ADS, 01/13/09, \$20,024/year

Classified Staff Appointments

VersAnnette Blackman, Office Assistant III, p/t, HR, 02/09/09, \$7,956/year

Robert Karels, Library Assistant I, RFL, 02/16/09, \$26,052/year

Teju Olagunju, Financial Aid Assistant, OSFA, 01/21/09, \$33,930/year

Andrea Wheeler, Financial Aid Assistant, OSFA, 01/14/09, \$33,930/year

Harper College –ICOP Appointment

Thomas Koch, Police Officer, HCP, 01/05/09, \$41,600/year

Harper #512 IEA-NEA Appointment

Matthew Arena, Weekend Custodian, p/t, PHY PLT, 01/24/09, \$6,792/year

Administrator Retirement

Laura Crane, Director, Office of Research, OFF RES, 06/30/09, 15 years

Professional/Technical Resignation

Kristi McConnell, AED Assessment & Resource Specialist/NNL, p/t, AE/LS, 01/30/09, 3 years 8 months

Supervisory/Confidential Resignation

James Balsamo, Project Accountant, ACCT SER, 02/16/09, 8 months

Limited Term Employment Resignation

Melissa Schmitz, Campaign & Operations Manager, CR/FDN, 01/30/09, 8 months

Student Service Awards Approval of the Fall 2008 Student Service Awards in the amount of \$14,625.00 from Account No. 0001-9010-187-5902001, and \$765.00 from Account No. 0001-0000-000-1309011.

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

Proposed Credit Course Fee Changes and Fee for Credit by Examination/Prior Learning for the 2009-2010 Academic Year

Approval of the Proposed Fee Changes for 2009-10, effective with the 2009 Summer semester.

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

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

Nays: None

Motion carried. Student Member Garcia voted aye.

Liaison Report Educational Foundation

Member Canning noted that the Foundation is excited about hosting all Board members at their retreat next Tuesday. They have surpassed their \$8 million goal for the major gifts, which is nothing short of amazing in this type of environment. She thanked Vice President Cathy Brod for doing amazing things. Vice President Brod noted that it is a team effort. Member Canning called attention to the dates in the back of the Agenda – opportunities for friend-raising and fund-raising. She encouraged everyone to support the 100 Women Breakfast on March 6. They are trying to raise \$100,000 for the women's program.

Liaison Report Legislative

It was noted that Members Kelley and Borro recently represented the College in Washington, DC at the ACCT Legislative Conference.

Member Borro noted that it was a pleasure to represent Harper at the National Legislative Conference in Washington, DC. The timing was perfect because the Stimulus Bill was being discussed; there was a lot of potential. They had the opportunity to meet with their legislators to present Harper's point of view – how the stimulus would benefit Harper and colleges in general.

Member Borro noted that he was impressed with the cooperation. A letter was sent to President Obama, signed by all the state organizations and presidents, asking for \$6 billion of infrastructure funding for community colleges. The initial stimulus bill had it in there, and it has been paired down. He noted that it was powerful to work with others to have their message heard. He explained the “64/13” sticker, which he proudly wore on the trip – noting that community colleges represent 64 percent of the students, but last year they received 13 percent of the state funding.

Member Borro noted that Harper is looking for grants for expanding the Small Business Incubator. Congresswoman Melissa Bean came to Harper to tour the facility. She and others are interested. Member Kelley stated that it is becoming increasingly apparent that the opportunity for funding is going to be focused more on the federal level than the state level because of Illinois’ funding situation. It was a great opportunity to begin to establish some relationships. Chair Stone thanked Members Kelley and Borro for attending the conference on behalf of the College.

NEW BUSINESS:

Resolution to Issue
\$3,500,000 Taxable
General Obligation
Limited Bonds

Vice President Judy Thorson stated that they closed on the \$153 million bond sale several weeks ago. Yesterday, they priced the small issue of \$3.5 million. After Joanne Malinowski gives the details of the pricing, the Board will vote on selling these bonds. Ms. Malinowski will also recap the \$153 million sale, because only two of the Trustees were involved in the details of that particular sale.

Ms. Malinowski noted that the sale of both series of bonds reflected the efforts of a number of different parties: this Board, College staff, the underwriters, bond counsel and disclosure counsel – a great deal of effort was put in by all parties. She thanked the Board and the staff for all their work on this. The people who were involved in the pricing of the \$153 million of bonds realized there is a lot that goes on behind the scenes in terms of bringing a sale about and bringing those results to the Board.

Credit Rating

The College’s Aaa credit rating was reaffirmed by Moody’s. The College has had a Aaa rating since 2001 when it issued its last referendum bonds. That rating was very important in this climate for the sale of both series of bonds, given current economic conditions and the conditions in the municipal market. The College is one of only two community colleges

in Illinois that carry a Aaa rating, and there are only a handful of Aaa rated community colleges nationwide.

\$3.5 Million Taxable General Obligation Limited Bonds, Series 2009b Bonds

The College priced the bonds yesterday, the results of which are being brought to the Board for approval this evening. Approval of the bond Resolution will complete the sale of the bonds, and they will move toward closing of the bonds on March 9. Ms. Malinowski highlighted several things on the summary report, which was distributed earlier.

- The limited tax bonds are payable from a separate property tax levy from the operating levy. This enables the College to fund its technology efforts from a separate source of money and not have to dip into funds in the education fund to pay for technology.
- An advantage of limited tax bonds is that they create no new impact on property taxpayers, even though there is a separate tax levy for those bonds. The College is limited to a set dollar amount which cannot exceed prior levies, and that amount is roughly \$2.1 million per year in taxes to be levied for this purpose.
- The College selected underwriters after conducting a Request for Proposal (RFP) in December. That RFP process was used for the selection of underwriters for both the \$153 million of building bonds, as well as this \$3.5 million limited tax bond issue. The College selected BMO Capital Markets as the underwriter for this \$3.5 million issue; they had experience with marketing and selling taxable bonds.

Sale

- The overall interest rate is roughly 2.75 percent, which reflects yields to investors on the bonds of two percent to 2.5 percent for the bonds that will be maturing December 1, 2009 through 2011. This takes into account the College's costs of issuing the bonds.
- The largest portion of the bonds, a little over \$2 million, will mature next year, December 1, 2010. Those bonds are being sold at a yield to investors of 2.75 percent.
- The bonds are being issued on a taxable basis, which results in slightly higher interest rates than if the bonds were issued on a tax-exempt basis. The College last issued taxable limited bonds in 2007.
- Because these bonds are being paid off so quickly and maturing in 2.5 years, Harper is borrowing at the low interest rates that are associated with shorter term debt.

Ms. Malinowski recommends that the Board adopt the bond Resolution that is on the agenda tonight, which will approve the terms of sales of these bonds and the tax levy associated with them.

\$153 Million Building Bonds

Ms. Malinowski explained that the larger \$153 million building bond issue was sold in late January after the Board meeting and was done pursuant to a parameters Resolution where the Board gave authority to several of its officers to agree to the terms of the sales. She provided a brief recap.

- The bonds were sold in such a way that the College was able to meet its key goals: to maintain a level tax rate and to minimize its borrowing rate.
- The College is projecting a tax rate of roughly 6.13 cents per \$100 of equalized assessed valuation of property for the first 12 years of the bonds. That tax rate applies to all of the College's outstanding general obligation bonds for which it levies taxes.
- After the first 12 years, the tax rate will decrease by approximately two cents for the remaining eight years. That tax rate drop is larger than the one estimated with many of the scenarios shared with the Board during December and January.
- The bonds were sold with an overall interest rate of a 4.46 percent, with a final maturity of 2028. That is a very positive result, given the current climate in the municipal market.

Ms. Malinowski explained that the municipal bond interest rates for 20 year bonds have been in the range of 4-6 percent since the mid-1990s. The rate that Harper achieved is at the lower end of that 4-6 percent range. When the College sold its \$88.8 million of building bonds in 2001, the overall interest rate on those bonds was at 4.8 percent. So, the 2009 building bonds that were sold just now were about 1/3 of a percent lower than the bonds sold back in 2001. Those 2001 bonds were also 20 year bonds with a comparable structure.

Since the municipal market had seen a lot of improvement since last December, the College moved forward with the bond sale to take advantage of the market rally. They entered the market and priced those bonds on January 20. When they did that, they were already starting to see interest

rates begin to rise slightly; the bond buyer index which had been 4.8 percent the previous Friday rose to a 5.13 percent by the end of the week. They think they got into the market at a good time and were able to take advantage of the rally that occurred.

Ms. Malinowski noted that the bond sale was set up to give preference to retail buyers (individual investors as opposed to institutional investors like insurance companies or banks). They gave first priority to in-district residents so that the taxpayers of the district would have a first shot at buying the bonds. They were able to place many orders that were received by district residents - out of the \$153 million in bonds, there were \$58 million worth of bonds sold on a retail basis. That is very strong participation by individuals, which also helps contribute to the bonds being sold at a lower rate.

Chair Stone stated that she participated on the committee every step of the way throughout that bond sale. Bill Kelley and Dick Hoffman also participated. She felt very well supported by Ms. Malinowski, by Judy Thorson, by the underwriters and everyone else who contributed to the Board's education and to the success of the sale. It is quite a learning experience. Ms. Malinowski stated that it really is a collective effort. Good underwriters were chosen, and they worked hard on the College's behalf. Chair Stone thanked Ms. Malinowski for helping to bring a result that the Board was proud to bring back to the taxpayers.

Member Kelley reiterated that they are very well served at the College by Judy Thorson, Joanne Malinowski and the entire team. He was so impressed with how knowledgeable and thoughtful they are. It was a great process to go through.

Member Kelley moved, Student Member Garcia seconded, to approve the Resolution to Issue Limited Tax Bonds and to pay all associated costs of issuance, as outlined in Exhibit X-A (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes:	Members Borro, Canning, Hoffman, Kelley and Stone
Nays:	None

Motion carried. Student Member Garcia voted aye.

Second Reading of
A New Board Policy -
Religious Observances

Student Member Garcia moved, Member Borro seconded, to approve the new Board Policy – Religious Observances Policy, 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.

Consideration of
Sabbatical Leaves for
Faculty for 2009-10

Member Canning moved, Member Borro seconded, to grant the following faculty members a sabbatical leave for the requested time period, as outlined in Exhibit X-C (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Collette Marsh	Physical Science/ Physics	Fall 2009	\$36,683
Regina Rector	Biology	Spring 2010	\$34,443
Trygve Thoreson	English	Spring 2010	\$56,577
Elizabeth Turner	English	Fall 2009	\$42,399
			*\$170,101

*In addition to these costs, the College will hire part-time faculty at a cost of approximately \$50,382 to teach, in the absence of the faculty on leave.

In a voice vote, the motion carried.

Chair Stone noted that some excellent projects are being proposed. She is especially thrilled to see the project on grammar.

ANNOUNCEMENTS BY CHAIR

Communications

There were no communications.

Calendar Dates

Calendar dates are printed on the Agenda for Board information. The next regular Board meeting will be Thursday, March 19, 2009. She encouraged everyone to support the March 20 Foundation fundraiser, *A Little Night Music*. The College will be closed Friday, April 10 for Reading Day/Friday Holiday.

With regard to the on-campus interviews, Member Hoffman reminded everyone that interviews are always a two-way

street. He knows everyone will present Harper's best foot forward.

Student Member Garcia thanked the Board and committee for opening up for students to participate and give some good questions that will ultimately help their decision on the next Harper College President.

OTHER BUSINESS

There was no other business.

ADJOURNMENT

Member Kelley moved, Student Member Garcia seconded, to adjourn the meeting.

In a voice vote, the motion carried at 8:17 p.m.

Chair

Secretary

BOARD REQUESTS

FEBRUARY 19, 2009 REGULAR BOARD MEETING

There were no Board requests.