

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 Board Meeting of Wednesday, November 19, 2014

CALL TO ORDER

The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Hill on Wednesday, November 19, 2014 at 6:05 p.m. in the Wojcik Conference Center (room 214), 1200 W. Algonquin Road, Palatine, Illinois.

Member Canning led the Pledge of Allegiance.

ROLL CALL

Present: Members Rita Canning, Greg Dowell, Jim Gallo, Diane Hill, Bill Kelley, Walt Mundt (entered at 6:21 pm), Laurie Stone, and Student Member Marisa Andreuccetti (entered at 6:23 pm)
Absent:

Also present: Kenneth Ender, President; Ronald Ally, EVP Finance and Administrative Services; Patrick Bauer, Chief Information Officer; Bret Bonnstetter, Controller; Laura Brown, Chief Advancement Officer; Phil Burdick, Chief Communications Officer; Maria Coons, Senior Executive to the President; Tom Crylen, Executive Director Facilities Management; Brian Knetl, Associate Provost; Judith Marwick, Provost; Maria Moten, Assistant Provost; Sheryl Otto, Assistant Provost; Michelé Robinson, Special Assistant to the President for Diversity and Inclusion; Roger Spayer, Chief Human Resources Officer; Kristin Allen; Kathy Bruce; Orlando Cabrera; Kimberly Chavis; Kathy Coy; Tom Dowd; Joan Fiske; Amie Grainger; Ashley Knight; Paul LeBreck;Carolynn Muci; Mary Beth Ottinger; Steve Petersen; Kim Pohl; Jeff Przybylo; Kathryn Rogalski; Evelyn Seiler; Becky Suthers

Guests: Phil Gerner, Robbins Schwartz; Marian Alvarado, Alexian Brothers; Amanda Avi, student; Brittany Babler, student; Tramon Biciunas, student; Melissa Cayer, resident; Lori Eslick, student; Colleen Gibbons, student; Dana Phelan, student; Diane Roma, student; Becky Suthers, student; Ann Trantor, FGM Architects; Elizabeth Vernick, Alexian Brothers; Bethany Williams, student

AGENDA APPROVAL

Member Canning moved, Member Dowell seconded, approval of the Agenda.

Upon roll call of the Consent Agenda, the vote was as follows:
Ayes: Members Dowell, Gallo, Hill, Kelley, and Stone.
Nays: None.
Motion carried.

PRESENTATION

Dr. Ender asked Dean Ashley Knight to brief the Board on the Smoke-Free Campus Policy.

Smoke-Free Campus 2015 Implementation

Knight emphasized the efforts being made to comply with the State laws as this policy is implemented at Harper. The focus today would be on the communications strategies, cessation and craving support offerings, and enforcement and compliance strategies.

The Smoke-Free Campus Policy came through the Shared Governance process, which has been an on-going discussion for a few years with a variety of iterations over that time. With the Illinois Smoke Free Campus Act prohibiting smoking on college campuses, the outcome became more definitive and efforts went toward aligning Harper's policy with the Illinois State law.

There were two groups that were formed to implement the policy and the law, the working group and the advisory group. The working group consists of many professionals on campus who have special expertise from health services and safety and other areas. The advisory group includes representatives from all campus constituents, including students, to assure all perspectives were taken into consideration. She reviewed the definition of smoking according to the Smoke Free Campus Act, which impacted Harper's policy.

In communicating the policy across campus, Harper chose a positive, non-judgmental approach. The policy is not asking people to quit smoking, and is expecting everyone to follow the policy and respect the rights of others. Some of the ways the new policy has been communicated to students include emails, website notices, portal notices, social media, the Algonquin Road marquee, table tents and posters, and meetings with student groups and organizations. For employees, many of the same communications were used with some employee-specific additions, like the weekly e-newsletter *Inside Harper*, and posting bilingual flyers at time clock locations. The marketing department developed the visuals for the smoke-free campus campaign, which are being used for the a-frame signs that will go into the designated smoking areas, the door stickers, the campus entry signage, and the website. The web page has many resources, including FAQs that are continuously updated, smoking management and cessation resources for both on and off campus programs.

Enforcement will be informational in the beginning, and will then be handled like any other policy violation through disciplinary procedures. Student violations will be handled through the student conduct process and employees through their managers and human resources, as needed.

Dr. Ender added that to clarify State law, the non-smoking policy applies to individuals that are out of their cars, and that the College's policy will reflect this. Individuals will be allowed to smoke in their cars on campus per State law.

FACULTY SENATE
PRESIDENT'S REPORT

Dr. Tom Dowd announced that Jessica Walsh, who presented her poetry sabbatical project a couple of months ago, has placed second in the Illinois Emerging Writers Competition Gwendolyn Brooks Poetry Awards. She will be presenting her winning poem about her grandmother with Alzheimers on Friday at Springfield at the State Library. He noted that the smoking policy that was just discussed is a perfect example of how the new shared governance system is doing and has been working; the policy went through the shared governance process several times before there was a policy that people agreed on, and everybody is satisfied with the way it came about and support it. The semester is almost over, only three weeks to go, faculty are ready to finish up strong and help Harper's students be successful.

ACCT Summary

As part of the Board goal of Board development and education, Chair Hill asked the Trustees who attended the Association of Community College Trustees conference in Chicago to briefly share something that they took from that conference.

Member Stone remarked about the session presented by Elgin Community College about their accelerator program which is funded in part by the advanced manufacturing grant through the Harper-led consortium. This program assists students with the most academic need by providing a coach throughout their program of study. She was impressed with the idea of matching the level of assistance to the level of need on a student by student basis. She also was struck by how enthusiastic and proud each attendee from each college was about the services and education they provide to students to help them achieve success. Her closing comment was that Harper "is not to have stars in our eyes with respect to our own successful achievements, and to always remember that we're not the only successful community college and that we have to always strive for excellence in everything that we do because we're a work in progress."

Member Dowell agreed with Member Stone, adding that it's important "not to fall subject to your own hubris of your own institution." He attended a seminar about governance issues focusing on the challenges that community colleges face in today's environment which gave him much to think about. He also found interesting a session on the budgeting process which went a little deeper than just simply a percentage of student tuition, but taking it to the next step of comparing continually the actual results by which you can make modifications throughout the course of the year. In another presentation, a college presented a retention strategy that utilized Retention Action Teams, RAT Teams, which has resulted in a 21 percent increase in retention over the 3 years it has been implemented.

Member Kelley discussed the pre-Congress symposium on Student Success and completion he has attended for the past three years. He has found it interesting to follow the ideas into

action and the development of tracking reports, some of these programs are showing incredible success. He shared his notes with the Board, highlights of which include: a number of colleges moving away from pre-requisite courses to what they call co-requisite courses; Math pathways that provide the most useful Math requirement based on major with most liberal arts majors and even nursing students taking quantitative reasoning or statistics instead of College Algebra; taking a hard look at how the current remedial education pathways result in 10 to 15 percent of students not being able to complete; the need to really focus on retention, getting the students already on campus to complete; and structured schedules that set the courses for students to finish and eliminate the options that can sidetrack and delay completion.

Member Mundt had positive feedback about the session Harper conducted with San Juan College (New Mexico) on collaborating with the high schools to align curricula. He also appreciated a session on the different generations in education and what each generation expects and brings in terms of skill sets and research and how essential they are to guiding colleges to meet these challenges.

Chair Hill added that she appreciated being part of the presentation with San Juan College, and at the end of the presentation a gentleman came up and said that this presentation was worth his whole trip to Chicago. That, she reflected, is what this conference is about, giving back and sharing ideas with each other. She then shared the "Aspiration to Achievement: Men of Color and Community Colleges" booklet that was part of the ACCT packet. This is an initiative that is sponsored by the Center for Community College Student Engagement, and Harper is doing many of the suggested next steps, and this reinforces the necessity of these actions. She thanked the community for the opportunity to attend the conference.

STUDENT TRUSTEE REPORT

Student Member Andreuccetti appreciated attending the ACCT conference. She had the opportunity to meet other student trustees and found out that not all community colleges have student trustees. And among the colleges that do have student trustees, many do not give their student trustees the opportunity to report, join in, and represent the students in the same ways the Harper student trustee does. Lake County College only just added a student trustee to their board this year. With this, she recognizes and appreciates the opportunity she has been given.

In other Student Government news, there has been some student concern about the pricing in the cafeteria and their evening hours. In Harper sports news, the Men's Soccer team placed second in regionals, Men's Cross Country took their fourth national title, and Women's Cross Country placed second in nationals with two runners named All-Americans, including Andreuccetti who finished 11th. She stated how proud she is to be a Harper Hawk.

Chair Hill thanked Andreucetti for her report and noted the cross country teams will be recognized at the December meeting. She added to the ACCT reports that Harper Trustee Kelley, as President of the Illinois Association of Community Colleges was instrumental in the ceremonies at the ACCT in Chicago, and we thank him for his efforts on behalf of students in Illinois.

PRESIDENT'S REPORT

Alexian Brothers Foundation Award Presentation

Dr. Ender introduced Elizabeth Vernick and Marian Alvarado of Alexian Brothers to present an award for one of our programs.

Vernick, Vice President of the Alexian Foundation, asked Alvarado to briefly share information about the program being honored.

Alvarado, Director of Timothy's Ministry at Alexian Brothers, runs the programming for young adults with mental health disabilities. Harper College has partnered with Alexian Brothers this past year and a half to provide vocational programming and jobs for a number of their clients. These individuals have aged out of the high school programs and there is no other programming for them to reach their goals. Through this program, they are able to experience success in the workplace, have a vocational counselor on-site as a job coach, experience socialization and healthy relationships in a work setting, gain independence and self-confidence, improve self-esteem, bestow dignity, and foster pride. There are 10 clients served by Harper's partnership, three clients per day with an on-site job coach, providing 12 work hours per week, and they receive a pay check. Three former clients have been able to get independent work after building confidence through this program. She thanked Harper for all they have done.

Vernick presented the Alexian Brothers "Christ the Healer Award" to Dr. Ender and Chair Hill, which reads: "With your on-going generosity and benevolence, you've enabled us to heal, care for and shelter those who need it most. In honor of your philanthropic leadership, the Alexian Brothers and the Alexian Brothers Foundation bestow upon you this Christ the Healer award along with our sincere and humble gratitude. Thank you for your partnership and support."

Dr. Ender said the responses of the Board as the pictures of the clients were shown speaks volumes for Harper's gratitude in being able to provide these opportunities. He thanked Vernick and Alvarado for the recognition.

In the President's Report, Dr. Ender expressed his pride in the many projects being reported on and the work being accomplished across campus. He made special mention of the current theater production of *Fiddler on the Roof*, which surpasses expectations by the level of quality that comes out on stage. Dr. Ender has been invited to the White House for a second time, the first being for the advanced manufacturing steering committee

efforts, and now for the high school articulation collaboration. This next trip includes the four superintendents in Harper’s district. It is a positive reflection of the innovative work done around student success that is keeping all of Harper so busy. He closed acknowledging that this time of year is full of end of semester energy and the excitement of the holidays, and he wished all a Happy Thanksgiving.

HARPER EMPLOYEE COMMENTS

There were no employee comments.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Member Dowell moved, Member Kelley seconded, approval of the minutes for September 10, 2014 Committee of the Whole meeting and September 17, 2014 Board of Trustees meeting; bills payable; payroll for September 5, 2014, September 19, 2014, October 3, 2014, October 17, 2014; estimated payroll for October 31, 2014; bid awards; requests for proposal; purchase orders; personnel actions; career advisory committee appointments for the 2014-2015 academic year; semi-annual review of closed session minutes and board recordings; monthly financial statements; Board committee and liaison reports; grants and gifts status report; summary report of items purchased from state contracts, consortiums or cooperatives; October consent agenda items previously approved; as outlined in Exhibits X-A.1 through X-B-5 (attached to the minutes in the Board of Trustees Official Book of Minutes).

Fund Expenditures

Accounts Payable & Tuition Refunds \$18,263,792.88

The payroll of September 5, 2014 in the amount of \$1,912,988.07; September 19, 2014 in the amount of \$1,974,743.09; October 3, 2014 in the amount of \$2,086,112.61; October 17, 2014 in the amount of \$2,062,682.35 and the estimated payroll of October 31, 2014 in the amount of \$2,009,030.53.

Bid Approvals

- Ex. X-A.3.a Accept bids and award contract for Building Automation System (BAS) Integration to FIX Consulting, LLC, in the amount of \$398,200.00, which includes bid amount of \$362,000 and a construction contingency of \$36,200, as the lowest responsible and responsive bidders, as provided in the Operations and Maintenance Restricted) Fund (Fund 3) budget.

- Ex. X-A.3.b Accept bids and award contract for Phase I of the Building Automation System (BAS) Controls project to Applied Controls, Inc., in the amount of \$64,515.00, which includes bid amount of \$58,650 and construction contingency, as the lowest responsible and responsive bidders, as provided in

the Operations and Maintenance (Restricted) Fund (Fund 3) budget.

Request for Proposals	Ex. X-A.4.a	Accept a proposal and award a three year contract to PageUp People for a vendor supported applicant tracking software system, with two annual options to renew at the same or lower price, in the amount of \$109,244.00, which includes \$20,000 implementation fee and annual fees of \$29,748, as provided in the Education Fund (Fund 1) budget.
	Ex. X-A.4.b	Accept a proposal and award a contract to Maher & Maher for education workforce and strategic planning consulting, in the amount of \$80,000.00, as provided in the Restricted Purposes Fund (Fund 6) budget.
Purchase Orders	Ex. X-A.5.a	Approve the issuance of a purchase order to Hilltop Condominium Association for Harper Professional Center's portion of the annual dues for common area maintenance, in the amount of \$234,976.00, as provided in the Operations and Maintenance Fund (Fund 2) budget.
	Ex. X-A.5.b	Approve issuance of a purchase order to Eriksson Engineering Associates Ltd. for design and engineering services for the redesign of Parking Lot 5, in the amount of \$38,500.00, as provided for in the Operations and Maintenance (Restricted) Fund (Fund 3) budget.
	Ex. X-A.5.c	Approve issuance of a purchase order to Power Construction Company, LLC for construction management services for the landscaping project on the east side of campus, in the amount of \$282,374.00, as provided for in the Operations and Maintenance (Restricted) Fund (Fund 3) budget.
	Ex. X-A.5.d	Approve the proposed change order to Power construction for sidewalks and grading related to the Renovations and Addition to Building D project, in the amount of \$404,675.00, as provided for in the Operations and Maintenance (Restricted) Fund (Fund 3) Budget as part of the project budget contingency.
Personnel Actions	<u>Administrator Appointments</u> Jennifer Berne, Dean, Liberal Arts, Liberal Arts, 2/2/2015, \$116,000/year Paul LeBreck, Chief of Police, Harper College Police Department, 12/1/2014, \$91,000/year	

Supervisory/Management Appointments

Allison Grippe, Director of Grants, 1/5/2015, \$75,000/year
 Matthew McLaughlin, Director Title III/Testing Center and Process Improvement, 10/1/2014, \$103,598/year
 Joseph Scrima, Testing Center Manager, 10/20/2014, (5 year position) \$51,699/year

Professional/Technical Appointment

Brian Collins, One-Stop Center Advocate, One-Stop Center, 12/01/14, \$48,000/year

Classified Staff Appointments

Courtney Friedlund, Financial Aid Assistant, 10/27/2014, \$38,025/year
 Javier Padilla Jr., Financial Aid Assistant, 11/18/2014, \$38,025/year

Harper #512 IEA-NEA Appointments

Joseph Meehan, Groundskeeper I, Roads and Grounds, 11/03/14, \$22,090/year
 Ying Yuan, Custodian, Operations Services, 11/10/14, \$19,136/year

Professional/Technical Retirements

Terry Engle, Inventory & Logistics Specialist, IT/CS, 12/31/14, 17 years 3 months

Professional/Technical Separations

Franca Deflorio, Lab Assistant, Fashion Design, P/T, Career and Technical Programs, 12/18/2014, 4 years 7 months
 William Ginsberg Lab Technician, P/T 12/31/14 Resignation 5 yrs. 1 mth.

Classified Staff Separations

Michelle Caporusso, Student Athlete Success Center Coordinator, P/T, Student Affairs, 10/28/14, 5 months
 Kathryn Dauksza-Dowd, Library Assistant I, P/T, Library Services, 11/14/14, 14 years 2 months
 Christa Ogilvy, CE Sales Associate, P/T, Continuing Education, 10/31/14, 8 months
 Angela Smedley, Project Success Assistant, P/T, Student Development, 01/09/15, 1 yr. 4 months

Harper #512 IEA-NEA Separation

Employee #8155, Custodian, Operation Services, 10/30/14, 1 month

Career Advisory Committee Approve the recommended Career Advisory Committee Appointments for the 2014-2015 Academic Year in Exhibit X-A.7.

Semi-annual Review of Approve the recommendation that minutes of closed sessions

Closed Session Minutes and Board Recordings	under review remain closed as the need for confidentiality still exists and that the verbatim recording prior to May 2013 that do not involve pending litigation be destroyed, as presented in Exhibit X-A.8.
Financial Statements	Review of monthly financial statement as outlined in Exhibit X-B.1.
Board Committee and Liaison Reports	<p>Foundation Report: Member Canning reported that 100 percent of the fall semester scholarships have been awarded for a total of \$202,402.53 to 255 students. As of October 31, the Foundation received \$195,757 in contributions, and the Promise Program received additional funding from some Foundation Board members and Harper College administrators in the amount of \$56,057. There have been two new endowed scholarships: Bill and Sheila Kesler established a new endowed scholarship, the Thomas E. Irwin Chemistry Scholarship, and Peter and Beatriz Bandemer established the Future CPAs from Harper College endowed scholarship. The annual giving committee and staff have launched an annual alumni phone-a-thon, a new initiative for the Foundation and for community colleges. Traditionally phone-a-thons are fundraising methods used by four-year colleges and universities, and allows a college to open the door and connect with alumni. This effort resulted in 449 new contacts established and 63 pledges totaling \$3,370. The Foundation shared the sad news of the passing of Jim Lancaster, who served on the Foundation Board of Directors from 1973 to 1986, as president in 1986, and as an Emeritus Board member and donor since 1986; his presence will be missed. And Allison Grippe will join the Foundation as Director of Grants on January 5, 2015.</p> <p>ICCTA Liaison Report: Member Kelley reported that the ICCTA meeting was held in conjunction with the ACCT convention.</p>
Grants and Gifts Status Report	Current status of operational public and private grants to the College, and status of cash donations and in-kind gifts to the Educational Foundation, as outlined in Exhibit X-B.3.
Consortium, Cooperative and State of Illinois Contracts Purchasing Status Report	Review of the monthly Consortium, Cooperative and State of Illinois Contract Purchasing Status Report, as outlined in Exhibit X-B.4.
October Consent Agenda Items Previous Approved	<p>Ex. X-B.5.a Recommend Mortenson Construction to the Capital Development Board (CDB) for construction management services related to the proposed Hospitality Project in Building A. The contract for the construction management services will be negotiated by the Capital Development Board (CDB). Funds in the amount of \$3,944,800 have been appropriated by the State of Illinois. The College's required local funds in the amount of</p>

\$1,314,900 are provided in the Operations and Maintenance (Restricted) Fund (Fund 3) budget

- Ex. X-B.5.b Accept a bid and award a contract for furnishing and delivering a single axle dump truck to Rush Truck Center of Illinois, as the lowest responsive and responsible bidder, in the amount of \$106,400.00 as provided in the Operations and Maintenance Fund (Fund 2) budget, as part of the FY 2015 vehicle budget.
- Ex. X-B.5.c Accept bids and award construction contracts for construction of the Provost Office Space in Building L as follows:
- | | |
|--|----------|
| Demolition – Terra Demolition | \$10,210 |
| Millwork – Cain Millwork | \$7,900 |
| Door, Frames and Hardware – LaForce | \$7,462 |
| Carpentry – Doherty Construction | \$24,989 |
| Acoustic Ceiling – Alpine Acoustics | \$6,900 |
| Flooring – Jemrick Carpets, Inc. | \$5,692 |
| Painting – Ascher Brothers | \$5,390 |
| Window Treatments – Interior Concepts, Inc. | \$3,300 |
| Fire Suppression – Nelson Fire Protection | \$3,991 |
| Plumbing – DeFranco Plumbing | \$3,700 |
| Mechanical – M.G. Mechanical Services, Inc. | \$42,000 |
| Electric – Monarch Electric | \$43,000 |
| Statue Relocation – Standard Cartage Company, Inc. | \$10,100 |
- as the lowest responsible and responsive bidders, in the total amount of \$226,895.00, inclusive of total bid amount of \$174,644, construction management fees of \$27,938, bonds and insurance of \$3,686, 10% contingency of \$20,627, as provided in the Operations and Maintenance (Restricted) Fund (Fund 3) budget.
- Ex. X-B.5.d Accept a bid and award a contract for the refrigeration trainer systems to be used for classes in Career and Technical Programs to Hampden Engineering Corporation, as the lowest responsive and responsible bidder, in the amount of \$110,808.00 as provided in the Operations and Maintenance Fund (Fund 3) budget, as part of the approved new Career and Technical Education Center renovation.
- Ex. X-B.5.e Accept bids and award contracts for the renovation to X135 as follows:

09.1 – General Trades: Pepper Construction Co.	
	\$ 9,785
09.2 – Flooring: Jemrick Carpets, Inc.	\$1,232
09.3 – Painting: Triangle Decorating	\$1,550
21.1 – Fire Protection: United States Alliance	
Fire Protection	\$1,174
23.1 – HVAC/ Controls: Therm Flo Inc.	\$9,275
26.1 – Electrical: McWilliams Electric Co.	\$5,833

as the lowest responsible and responsive bidders, in the total amount of \$40,709.00, inclusive of total bid amount of \$28,849, construction management fees of \$7,172, bonds and insurance of \$987, 10% contingency of \$3,701, as provided in the Operations and Maintenance (Restricted) Fund (Fund 3) budget.

Ex. X-B.5.f Accept bids and award construction contracts for the build out of the temporary spaces for Access and Disability Services in Building I as follows:

Demolition – Alpine Demolition	\$11,500
Carpentry – Doherty Construction	\$20,379
Acoustic Ceiling – L.J. Morse Construction	\$10,000
Flooring – Mr. David’s Flooring	\$2,583
Painting – Durango Painting	\$5,500
Fire Protection – F.E. Moran	\$11,975
Mechanical – Stern Corporation	\$20,700
Electrical – Monarch Electric	\$83,400

as the lowest responsible and responsive bidders, in the total amount of \$214,886.00, inclusive of total bid amount of \$166,037, construction management fees of \$25,938, bonds and insurance of \$3,376, 10% contingency of \$19,535, as provided in the Operations and Maintenance (Restricted) Fund (Fund 3) budget.

Ex. X-B.5.g Accept bids and award construction contracts for the department relocations in Building A as follows:

General Trades – L. J. Morse	\$14,520
Above Ceiling Batt Insulation I – Mortenson	
Construction	\$5,500
HVAC - Atomatic Mechanical Services	\$6,892
Electrical - Titan Electric	\$17,050

as the lowest responsible and responsive bidders, in the total amount of \$83,548.00, inclusive of total bid amount of \$43,962, construction management

fees of \$28,425, bonds and insurance of \$3,566, 10% contingency of \$7,595, as provided in the Operations and Maintenance (Restricted) Fund (Fund 3) budget.

- Ex. X-B.5.h Accept bids and award construction contracts for the Temporary One Stop in Building A as follows:

General Trades – L. J. Morse	\$12,540
Above Ceiling Batt Insulation I – Mortenson Construction	\$8,000
HVAC - Atomic Mechanical Services	\$8,213
Electrical - Titan Electric	\$24,235

as the lowest responsible and responsive bidders, in the total amount of \$101,253.00, inclusive of total bid amount of \$52,988, construction management fees of \$34,734, bonds and insurance of \$4,326, 10% contingency of \$9,205, as provided in the Operations and Maintenance (Restricted) Fund (Fund 3) budget.

- Ex. X-B.5.i Accept a bid and award a contract for furnishing and delivering trash and recycling containers, with the option of two annual extensions at her same pricing to Forms and Surfacing, as the lowest responsive and responsible bidder, in the amount of \$30,183.00 as provided in the Operations and Maintenance Fund (Fund 2) budget, as part of the Building H project budget.

- Ex. X-B.5.j Approve the issuance of a purchase order to Research Technology International (RTI) for the purchase of a Library Media Box – PIK Inc. Media Box Model 750, Fully Automatic Disc Dispensing Kiosk, in the amount of \$37,699.00, as provided in the Restricted Purposes Fund (Fund 6) budget.

- Ex. X-B.5.k Approve the proposed change order to Voris Mechanical, Inc., for the additional required piping repairs in the steam tunnels, in the amount of \$12,138.00, as provided in the Operations and Maintenance (Restricted) Fund (Fund 3) budget, as part of the 10% contingency for this project (\$9,885) and from the life safety budget (\$2,253).

- Ex. X-B.5.l Approve the proposed change order to Power Construction for the Parking Structure Project, in the amount of \$74,590.00, as provided in the Operations and Maintenance (Restricted) Fund (Fund 3) budget, as part of the Parking Structure project budget contingency.

Ex. X-B.5.m Approve the issuance of a purchase order to Aidex Corporation for a Steam Learning System to be used for classes in Career and Technical Programs, in the amount of \$46,748.61 as provided in the Operations and Maintenance Fund (Restricted) Fund (Fund 3) budget, as part of the Building H project budget.

Ex. X-B.5.n Approval of personnel actions as follows:

Professional/Technical Appointments

Amanda Nielsen, CE Marketing Specialist, Continuing Education, 9/15/2014, \$35,750/year

Amelia Ortiz, AED Student Advisor, P/T, Academic Enrichment and Engagement/AED, 9/15/2014, \$37,700/year

Steve Song, Research Analyst, Institutional Research, 10/6/2014 \$55,500/year

ICOPS Appointment

Melissa Douglas, Police Officer, Harper College Police, 9/29/2014, \$40,456/year

Classified Staff Appointments

Jeanette Boysen, Receptionist/office Assistant, P/T, Workforce % Economic Development, 09/15/14, \$20,735/year

Kenneth Chase, Supply Point Inventory Clerk, Operations Services, 09/15/14, \$26,000/year

Christine Kozlowski, Facilities Systems Technician, P/T, Facilities Management, 10/20/14, \$23,244/year

Robert Nelson, Library Technical Assistant, Library Services, 09/22/14, \$32,662/year

Harper #512 IEA-NEA Appointments

Charles Jaspersen, HVAC Mechanic, Utilities, 10/20/14, \$57,054/year

Joselina Reyes, Custodian, Operations Services, 09/29/14, \$19,136/year

Faculty Retirement

Cheryl Turnauer, Associate Professor, Career and Technical Programs, 01/16/15, 22 years 4 months

Professional/Technical Separations

Colleen Lord Coordinator, Chemistry Technologies/Chemical Hygiene Officer, Math/Science, 10/10/14, 8 months

Jane Price, Career Programs Specialist, Career & Technical Programs, 10/31/14, 2 months

Robert Zelinske, Desktop Integration Analyst, P/T, IT/TS 10/15/14, 9 months

Employee #7882, Program Coordinator, Learning & Career Center, 10/21/14, 4 months

Classified Staff Separations

Dena Atteo, Receptionist, P/T, Registrar's Office, 09/20/14,
2 years
Kenneth Chase, Supply Point Inventory Clerk, P/T, Operations
Services, 09/22/14, 1 week
Daniel Grybash, Facilities Aide, P/T, Student Affairs, 09/12/14,
2 years
Pamela Mitsch, Receptionist/Office Assistant, P/T, CNSO,
10/30/14, 2 years 3 months

ICOPS Separation

Ashley Fleck, Police Officer, Harper College Police, 09/12/14,
13 years 5 months

Upon roll call of the Consent Agenda, the vote was as follows:
Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, Stone, and
Student Member Andreuccetti.
Nays: None.
Motion carried.

Dr. Ender announced the hiring of a Dean for Liberal Arts and
congratulated Paul LeBreck on being named Chief of Police.

NEW BUSINESS

Resolution Designating a
Person or Person's to
Prepare a Tentative Budget
For Fiscal Year Ending
June 30, 2016

Member Stone moved, Member Mundt seconded, to adopt
the resolution which designates Kenneth L. Ender and Ronald
N. Ally as responsible for developing a budget for Fiscal Year
ending June 30, 2016, in compliance with the Illinois Public
Community College Act, as outlined in Exhibit XI-A (attached to
the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call of the Consent Agenda, the vote was as follows:
Ayes: Members Canning, Dowell, Gallo, Hill, Kelley, Mundt,
Stone and Student Member Andreuccetti.
Nays: none.
Motion carried.

Resolution for Estimated
Tax Levies

Chair Hill read the resolution into the minutes:

**RESOLUTION REGARDING ESTIMATED AMOUNTS
NECESSARY TO BE LEVIED FOR THE YEAR 2014**

WHEREAS, the Truth in Taxation Law requires that all taxing
districts in the State of Illinois determine the estimated amounts of
taxes necessary to be levied for the year not less than 20 days
prior to the official adoption of the aggregate tax levy of the
district; and

WHEREAS, if the estimated aggregate amount necessary to be
levied, exclusive of election costs and bond and interest costs,
exceeds 105% of the aggregate amount of property taxes
extended or estimated to be extended, including any amount

abated by the taxing district prior to such extension, upon the levy of the preceding year, public notice shall be given and a public hearing shall be held on the district's intent to adopt a tax levy in an amount which is more than 105% of such extension or estimated extension for the preceding year; and

WHEREAS, the amount of property taxes extended or estimated to be extended on the aggregate levy of William Rainey Harper Community College District No. 512 for 2013 was \$55,651,010; and

WHEREAS, it is hereby determined that the estimated aggregate levy necessary to be levied for the year 2014 upon the taxable property of the College District is \$57,240,000;

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

Section 1: The estimated aggregate levy for the year 2014 is \$57,240,000.

Section 2: The estimated aggregate levy for the year 2014 does not exceed 105% of the taxes extended, including any amount abated prior to such extension, on the aggregate levy of the College District for the year 2013.

Section 3: In light of Section 2 above, the provisions of sections 18-65 through 18-85 of the Truth in Taxation Law do not apply to the adoption of the 2014 aggregate levy, and the College District is not required to publish notice of or conduct a hearing thereon.

Section 4: This resolution shall be in full force and effect forthwith upon its passage.

ADOPTED this 19th day of November, 2014.

Member Dowell moved, Member Canning seconded, to adopt the resolution providing for the 2014 estimated tax levies, as outlined in Exhibit XI-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

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

Ayes: Members Canning, Dowell, Gallo, Hill, Kelley, Mundt, Stone and Student Member Andreuccetti.

Nays: none.

Motion carried.

Adoption of Debt Certificate Resolution, and Accepting A Proposal and Awarding a Contract to Barrington Bank & Trust Company N.A. as the Purchaser of the Debt Certificate

Member Dowell moved, Member Gallo seconded, to adopt the Debt Certificate Resolution and accept the proposal and award the contract to Barrington Bank and Trust Company, N.A. as the purchaser of the Debt Certificate, as outlined in Exhibit XI-C (attached to the minutes in the Board of Trustees' Official Book of Minutes).

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

Ayes: Members Canning, Dowell, Gallo, Hill, Kelley, Mundt, Stone and Student Member Andreuccetti.

Nays: none.
Motion carried.

Designation of Election
Official for the April 7, 2015
Consolidated Election

Member Canning moved, Member Mundt seconded, to designate Maria Coons, Senior Executive to the President and Board Liaison, to serve as the election official to accept filings of nominating papers on behalf of the Board Secretary for the April 7, 2015 consolidated election, as outlined in Exhibit XI-D (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

Second Reading of
Modifications to Board
Policies – Policy on
Smoking and Use of
Tobacco Products (Section
09.09.00)

Student Member Andreuccetti moved, Member Gallo seconded, approval of the second reading of modifications to the Board Policy Manual Section 09.09.00 – Policy on Smoking and Use of Tobacco Products, as outlined in Exhibit XI-E (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 Hill wished all a Happy Thanksgiving holiday.

Calendar Dates

Calendar dates are printed on the Agenda for Board information. The Committee of the Whole Meeting will be Wednesday, December 10, 2014 at 5:00 p.m. in W216. The next Board of Trustees Meeting will be Wednesday, December 17, 2014 at 6:00 p.m. in W214 of Wojcik Conference Center.

OTHER BUSINESS

Member Dowell moved, and Member Gallo seconded, to enter closed session at 7:03 p.m. to discuss a real estate matter. In a voice vote, motion carried.

ADJOURNMENT

Member Dowell moved, Member Gallo seconded, to adjourn to adjourn the meeting.

In a voice vote, the motion carried at 7:52 p.m.

Chair

Secretary