

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, April 18, 2018

CALL TO ORDER

The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Dowell on Wednesday, April 18, 2018 at 6:00 p.m. Wojcik Conference Center (room 214), 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL

Present: Members Greg Dowell, Pat Stack, Nancy Robb, Diane Hill, Herb Johnson, Bill Kelley, Walt Mundt, and Student Member Niki Safakas

Absent: None

Also present Ronald Ally, EVP Finance and Administrative Services; Mike Barzacchini, Director Marketing Services; Patrick Bauer, Chief Information Officer; Bret Bonnsetter, Controller; Laura Brown, Vice President and Chief Advancement Officer; Maria Coons, Vice President of Institutional Planning and Strategic Alliances and Chief of Staff; Brian Knetl, Associate Provost; Darryl Knight, Executive Director Facilities Management; Judy Marwick, Provost; Maria Moten, Assistant Provost; Mark Mrozinski, Assistant Vice President of Workforce Development and Executive Dean Community Education; David Richmond, Faculty; Darlene Schlenbecker, Executive Director for Planning, Research and Institutional Effectiveness; Michelé Smith, Vice President of Workforce Solutions and Associate Provost; Roger Spayer, Chief Human Resources Officer; Lisa Ayers, Faculty; Orlando Cabrera, Technical Support Specialist; Claude Casaletto, Chief of Police; Kim Chavis, Dean Health Careers; Meg Coney, Administrative Coordinator; Kathy Coy, Director of Institutional Research; John Garcia, Faculty; Andy Geary, Faculty; Amie Granger, Community Relations Manager ; Travaris Harris, Dean Student Affairs; Michael Horton, Faculty; Robin James, Faculty; Rick Kellerman, Network Specialist; Andy Kidwell, Faculty; Kyle Knee, Faculty; Marie Lapidus, Faculty; Jeannine Lombardi, Faculty; America Masaros, Faculty; Dawn McKinley, Faculty; Matt McLaughlin, Associate Dean, Student Success Initiatives, Director of Title III; Carolynn Muci, Internal Communications Manager; Mary Beth Ottinger, Dean Career and Technical Programs; Kim Pohl, Media Relations and Legislative Affairs Manager; Stephany Rimland, Faculty; Kathryn Rogalski, Dean Business and Social Science; Linda Schumacher, Faculty; Brian Shelton, Faculty; Chad Taylor, Faculty; Valerie Walker, Faculty; Marguerita Whitby, Operations Manager; Heather Zoldak, Associate Executive Director of Foundation/Major Gifts.

Guests: Jasmin Carrillo, Student; Melanie Carter, League for Women's Voter; Al Foerster, Student; Phil Gerner, Robbins Schwartz;

Betty Hull, League for Women's Voter; Ayah Jaber, Student; Stephen Jordan, Student; Killian Magiera, Student; Lavleen Mal, Student; Ginka Poptcheva, Student; Vansh Rai, Student; Noah Snyder, Student; Kassandra Vargas, Student.

AGENDA APPROVAL

Member Stack moved, Member Mundt seconded, approval of the Agenda.

Upon roll call for approval of the Agenda, the vote was as follows:  
Ayes: Members Dowell, Stack, Robb, Hill, Johnson, Kelley, and Mundt.

Nays: None.

Motion carried. Student Member Safakas advisory vote: aye.

PRESENTATION

Chair Dowell invited Mr. McLaughlin to present and overview of the Flight of the Hawks:

Flight of the Hawks

Mr. McLaughlin reported that during this past year he has been developing a lifecycle map for a credential-seeking student that outlines the student path from prospect to graduate, called Flight of the Hawks.

Mr. McLaughlin began with the background stating that at this time last year there was a strong, clear and universally understood vision that was focused on student success and there was a comprehensive suite of student success initiatives supported through the Title III grant, the Strategic Plan as well as a Frontier Set Grant from the Gates Foundation. There was a need to provide a unifying storyline to connect the College's vision with the initiatives. The solution that Dr. Ender identified was to create a framing paradigm of critical student lifecycle activities to ensure efforts were neither duplicative nor overlapping. The first step was to review all the various student success work and identify how each aligned to one another, and to assure the ultimate goal that students walk across this stage at graduation. During the process, there was a realization that in addition to helping students, a student lifecycle map would also help employees.

Reviewing a model by Completion by Design that has four main phases: connection, entry, progress and completion, helped in understanding the factors that help or hinder students as they progress. During this research process, a realization occurred that the Harper Mascot, the Harper Hawk, provides the perfect symbolism for a student's journey. Therefore, the student lifecycle categories were changed from connection to search (S), from entry to onboard (O), from progress to advance (A), and completion to realize (R). Where SOAR organizes the way for the new navigational metaphor of the Flight of the Hawks.

During the next phase, a prototype was developed and used to get feedback from the leaders who sit on the Strategic Initiatives Coordinating Council and in fall 2017 focus groups were conducted with students.

Mr. McLaughlin walked through each phase of the Flight of the Hawks, beginning with 'Search.' Explaining during the first stage students are encouraged to begin with the end game in mind by exploring academic offerings that lead them towards a goal of transferring or entering the workforce. The student is introduced to the ten academic areas of interest to help student choose an academic pathway based on their interests. The College website will be a major tool for students to use during this phase. After a student researches the academic offerings and submits an Application for Admission, they then move on to the 'Onboard' phase.

During the 'Onboard' phase, two outcomes occur during the personalized orientation experience. First, an advisor is assigned to every credential-seeking student. The assigned advisor serves as the student's primary point-of-contact for any questions, needed support, and will guide them from start to finish. The second outcome is that students work with their advisor to develop a first semester academic plan. This electronic plan is based on an area of interest and contains all critical courses to get started.

The next phase 'Advance' is the longest and spans from the first semester to graduation. During their first semester, students reconnect with their assigned advisor to build out a full academic plan to completion. Students are expected to be engaged by attending class, completing assignments and developing habits of a successful college. Students are encouraged to monitor their performance, by connecting with their assigned advisor at least once a semester to make any necessary adjustments.

The last phase is 'Realize' where the focus is on preparing for a successful landing. This includes assuring students have been using resources such as the Job Placement Resource Center or have been accepted into a transfer university, which may include a school in our University Center. Mostly, though, this phase is about celebrating students' life-changing accomplishment of earning a Harper College credential and preparing for the next journey in their life. The last part of the 'Realize' phase is for the new alumni to share their Harper success story.

Mr. McLaughlin quoted Carol Dweck from Stanford University "Research has increasingly shown there is more to student success than cognitive ability. Students' mindsets – their beliefs about themselves and the school setting – can powerfully affect whether students learn and grow in college." Therefore, the 'Culture of Care' mindset has been purposefully woven into the Flight of the Hawks by

including 'We Believe In You' as part of the material. This means that no matter where a student is along the continuum, Harper is a place that believes all students belong, that they have the capacity to grow.

Finally, Deans and Strategic Goal Team Leader were engaged to gather ideas about how to best socialize the Flight of the Hawks. The goal was not to create new initiatives, but rather to integrate into the strategic goal work already occurring. Examples included:

- integrating the Flight of the Hawks into new hire orientation
- integrating the SOAR organizing construct and 'culture of care' theme into open house presentations and orientations sessions for new students
- investigating how monthly student email newsletter can incorporate the Flight of the Hawks themes and messaging
- rebranding our academic planning software tool, Degree Works, to "My Flight Plan."

Lastly, messaging to other groups including students were open to a variety of formats including: simplified high-level handouts, posters, banners and perhaps a web-version that would allow for deeper dives for more fine-grain information.

Recently, someone asked Mr. McLaughlin if the name of this map was 'Flight of the Hawk' or 'Flight of the Hawks'. He responded 'Hawks' as student success work and the journey a student takes to pursue a college credential involves an entire community.

Chair Dowell thanked Mr. McLaughlin and acknowledged the original presentation during summer of 2017 about the new advising model was a great theme to build further outcomes.

## STUDENT TRUSTEE REPORT

Student Trustee Safakas shared on March 9, 2018 the ICCB Student Advisory Committee met for the last time to share their concerns about lack of student engagement and sharing ideas on how to improve student engagement. Additionally the committee decided to use social media to create an awareness for Student Advocacy Day with using #MAPMatters and #MAPMondays.

On April 4, 2018, the ACCT Student Trustee Advisory Committee met via teleconference to discuss their priorities of student trustee training, affordability, hunger, homelessness, campus security, and DACA students. Student trustees who have terms expiring in the next couple of month were granted alumni status to maintain their memberships through to the next ACCT Congress meeting in order to establish this new advisory committee.

Lastly, she reported on April 12, 2018, Student Advocacy Day, Harper students went to Springfield to join students from other Illinois community colleges to meet with their legislators. Students advocated for the support of Senate Bill 888, for community college to be able to

grant bachelor's degrees in nursing, an increase in MAP grants for community college students and a second MAP distribution date for students who apply in the spring semester in order to have the opportunity to receive MAP funds. Harper students met with District 22 Senator, Cristina Castro and District 28 Senator, Laura Murphy. Harper's Veteran Association students joined the group as well.

FACULTY SENATE  
PRESIDENT'S REPORT

Faculty Senate President Richmond thanked the Board and noted the College had a successful reaffirmation of accreditation site visit by the Higher Learning Commission. On behalf of the faculty, he congratulated both the Board of Trustees and the entire Harper community. He shared the first draft report is positive and that we should be proud.

The Harper Academy hosted the annual Faculty Retreat and provided an exceptional experience. He shared that this was one of the best professional development opportunities for faculty and the retreat used all in house talent.

Mr. Richmond acknowledged the many talented faculty members in the audience; during the April Board meeting the Board is asked to recognize the faculty by approving their promotions. The faculty go through a rigorous process of evaluation in three areas including teaching and learning, institutional service and professional development to achieve their promotions.

Two weeks ago the Faculty Senate Executive Committee received a report from the Harper College Open Educational Resource (OER) Community of Practice (CoP) that as of the 2018 spring semester almost 40% of Harper classes are using either OER or low cost alternatives. The CoP is working on a new program to incentivize faculty by training and encouraging them to adopt the use of OERs. The CoP is applying for a grant to fund the training with the goal of having 60% of classes using OER in the next couple of years.

PRESIDENT'S REPORT

Chair Dowell requested Trustee Stack to give the President's Report in the absence of Dr. Ender.

Trustee Stack highlighted items from Dr. Ender's President's Report. The attendance at the Community Day celebration was high in spite of the weather; both the parking lots and Avanté concourse were full. She attended the retiree celebration where everyone was celebrating with excellent food. Trustee Kelley attended the Alumni Association event. She acknowledge both Amie Granger and Carolynn Muci for organizing the event and all the work they did to make for such a special day. The final 50<sup>th</sup> Anniversary event is graduation on May 19, 2018, where Mr. Coleman, President and CEO of The College Board, will be the commencement speaker.

Further, she reported the Higher Learning Commission preliminary results were outstanding in terms of performance with no findings or interim monitoring and she congratulated all.

Harper is once again honored to have a student being awarded the Jack Kent Cooke scholarship. Mili Tomar is one of 47 students nationally to receive the award of \$40,000 annually to complete her bachelor's degree. Ms. Tomar will attend the May Board meeting.

At this time a Community Day video played  
<https://www.youtube.com/watch?v=9CqVQZxVkGE>.

#### First Year Seminar Update

Mr. Knetl began with an overview of the Start Smart Program. The program is a Presidential Priority and involves all credential-seeking students completing a class or an experience in their first year that results in the development of an educational plan. At this time, the Program includes a variety of courses that address three primary features: educational planning, academic strategies and support services, and academic and intellectual engagement. The educational planning is where a student in consultation with an assigned advisor or counselor creates a personalized educational plan to completion. Academic support services and strategies is where students learn about the support available for them on campus, and more importantly, they learn to seek help sooner rather than later. Academic and intellectual engagement addresses the expectations for appropriate college-level behavior to complete college-level coursework, how to engage in classroom discussion, conduct responsible research, and connect learning to college and career goals. The Start Smart offerings are aligned with the ten areas of interest and an area for undecided students that accommodate all students regardless of whether they are pursuing a transfer or career degree. During the 'Onboarding' (The Flight of Hawks), experience a student identifies an area of interest and connects with their advisor or counselor. Mr. Knetl provided an example of a health careers student would enroll in an FYS101 Health Careers that is targeted specifically for students in that area and is taught by health careers faculty. For students who are undecided they are offered a Focus on the Future (FOTF) first year experience class.

The Presidential Priority included enrollment targets for the Start Smart Program, in 2015 enrollment was 645 and in 2017 enrollment was 1,075. The expectation is for enrollment to grow with the addition of courses. The ultimate goal is to 'Advance' students. We are experiencing consistent trends over the past two years related to persistence, student success, and student satisfaction for students enrolled in Start Smart classes. These students are earning more credits towards their degrees and are persisting at a higher rate than students not enrolling in a Start Smart class. Student persistence for the fall 2017 cohort is higher for students enrolled in a Start Smart course at 94% for fall to spring persistence versus overall persistence

at 85%. Persistence rates for students who take Start Smart classes that place into developmental courses, male, African American, Hispanic and first generation students is also higher than the overall rate.

The College is committed to building the program further and anticipates 75 section to be offered in fall 2018 to better accommodate students. The working group is preparing a recommendation to proceed through the shared governance process to require students to participate in a Start Smart course during their first year at Harper.

In response to Trustee Robb, Mr. Knetl stated the Start Smart courses vary from one to three credits, with three credit hours being typical and taught as a stand-alone course. Further Mr. Knetl stated a student enrolls in a Start Smart course depending upon their chosen area of interest. Most courses will transfer as elective credit as long as a student completes a degree. If a student transfers before completing a degree, Harper has articulation agreements with many colleges and universities that will ensure credit transfers.

Chair Dowell introduced Police Chief Casaletto.

HARPER EMPLOYEE  
COMMENTS

There were no employee comments.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Member Johnson moved, Member Hill seconded, approval of the Consent Agenda.

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

Ayes: Members Dowell, Stack, Robb, Hill, Johnson, Kelley, and Mundt.

Nays: None.

Motion carried. Student Member Safakas advisory vote: aye.

The Consent Agenda included:

The minutes for February 14, 2018 Committee of the Whole meeting, February 21, 2018 Board of Trustees meeting, March 6, 2018 Special Board meeting, March 21, 2018 Special Board Workshop; accounts payable; student disbursements; payroll for February 2, 2018, February 16, 2018, March 2, 2018, March 16, 2018, and estimated payroll for March 30, 2018 and April 13, 2018; bid awards; requests for proposals; purchase orders; personnel actions; Board travel; approval of travel expense exceptions; academic calendar for 2020-2021; naming of classroom L202; monthly financial statements; Board committee and liaison reports; grants and gifts status report;

consortium, cooperative and State of Illinois contracts purchasing status report; March 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).

## Minutes

February 14, 2018 Committee of the Whole meeting, February 21, 2018 Board of Trustees meeting, March 6, 2018 Special Board meeting, March 21, 2018 Special Board Workshop.

## Fund Expenditures

Accounts Payable	\$15,996,183.40
Student Disbursements	\$4,188,070.19

The payroll of February 2, 2018 in the amount of \$1,810,342.21; February 16, 2018 in the amount of \$1,948,856.94; March 2, 2018 in the amount of \$1,930,571.44; March 16, 2018 in the amount of \$2,035,482.00; estimated payroll of March 30, 2018 in the amount of \$1,907,118.96; and estimated payroll of April 13, 2018 in the amount of \$1,907,118.96.

## Bid Approvals

- Ex. X-A.3.a Accept bid and award contract for the parking lot 1 reconstruction project to Rabine Paving LLC, as the lowest responsible and responsive bidder, in the total amount of \$1,922,229.41, including a base bid of \$1,734,754.41, 10% contingency of \$173,475.00 and construction administration of \$14,000.00, as provided in the Operations and Maintenance (Restricted) Fund budget.
- Ex. X-A.3.b Accept bid and award contract for the 2018 summer improvement projects to Stuckey Construction Company Inc., as the lowest responsible and responsive bidder, in the total amount of \$935,000.00, including a base bid of \$850,000.00 and 10% contingency of \$85,000.00, as provided in the Operations and Maintenance (Restricted) Fund budget.
- Ex. X-A.3.c Accept bid and award contract for the 2018 athletic field maintenance project to Breezy Hill Nursery, as the lowest responsible and responsive bidder, in the total amount of \$113,708.00, including a base bid of \$94,280.00, 10% contingency of \$9,428.00 and landscape architect fee of \$10,000.00, as provided in the Operations and Maintenance Fund budget.
- Ex. X-A.3.d Accept bid and award contract for audio-visual systems for the Building M addition and renovation project to PACE Systems Inc., as the lowest responsible and responsive bidder, in the total amount of \$250,916.00, including audio visual systems of

\$237,700.00, construction management service of \$5,943.00 and bonds and insurance of \$7,273.00, as provided in the Operations and Maintenance (Restricted) Fund budget, and is contained in the Building M Addition and Renovation Project contingency.

## Request for Proposals

There were no requests for proposals.

## Purchase Orders

- Ex. X-A.5.a Approve the issuance of a purchase order to CSI Software, LLC for a three-year agreement to provide management software for the operations of the new Health and Recreation Center located in Building M, in the amount of \$19,680.00 for each year and a total amount of \$59,040.00, as provided in the Auxiliary Enterprises Fund budget.
- Ex. X-A.5.b Approve the issuance of a contract to DLR Group for monitoring-based commissioning (MCBx) for the campus, DLR Group shall receive payment directly from ComEd, additionally \$50,000.00 to be requested for FY2019 to implement recommended energy conservation measures.
- Ex. X-A.5.c Approve the issuance of a purchase order to Eriksson Engineering Associates Ltd. for design and engineering services for the 2018 paving maintenance project, in the amount of \$33,900.00, as provided in the Operations and Maintenance (Restricted) Fund budget, and contained in the project budget.
- Ex. X-A.5.d Approve the issuance of a purchase order to Eriksson Engineering Associates Ltd. for design and engineering services for the 2018 sidewalk and concrete maintenance project, in the amount of \$30,900.00, as provided in the Operations and Maintenance (Restricted) Fund budget, and contained in the project budget.
- Ex. X-A.5.e Approve the proposed change order for additional mechanical demolition to M.A. Mortenson Construction for the Building M Addition and Renovation Project, in the amount of \$82,014.00, as provided in the Operations and Maintenance (Restricted) Fund, and provided in the Building M Addition and Renovation Project contingency.
- Ex. X-A.5.f Approve the proposed change order for the wrestling room floor and wall mats to M.A. Mortenson Construction for the Building M Addition and

Renovation Project, in the amount of \$108,345.00, as provided in the Operations and Maintenance (Restricted) Fund, and provided in the Building M Addition and Renovation Project contingency.

- Ex. X-A.5.g Approve the proposed change order for the removal and reconstruction of the spread footing in the pool equipment room to M.A. Mortenson Construction for the Building M Addition and Renovation Project, in the amount of \$81,604.00, as provided in the Operations and Maintenance (Restricted) Fund budget, and provided in the Building M Addition and Renovation Project contingency.
- Ex. X-A.5.h Approve entering into a five-year contract to Follett Higher Education Group, Inc. to provide course materials and campus store operations, for which funds are not required.

Personnel Actions

Administrator Appointment

Claudia Mercado, Assistant Provost and Dean of, Enrollment Services, Enrollment Services, 6/4/2018, \$145,000/year

Faculty Appointments

Holly Jarovsky, Instructor, Massage Therapy, Health Careers, 8/14/2018, \$57,566/year

Jeremy Miller, Instructor, Physical Therapy Assistant, Health Careers, 8/14/2018, \$57,566/year

Crystal Peirce, Instructor, Biology, Math and Science, 8/14/2018, \$51,167/year

Supervisory/Management Appointment

Jeffery Julian, Executive Director of Communications, Advancement/Foundation, 4/30/2018, \$126,900/year

Professional/Technical Appointment

Lisett Nevarez-Hauptman, Technical Support Specialist, P/T, IT/CS, 4/9/2018, \$35,890/year

Classified Staff Appointment

Tara Gray, Administrative Assistant, Liberal Arts, 4/2/2018, \$48,165/year

Board Travel

Approval of travel related charges for the Board of Trustees, as presented in Exhibit X-A.7.

Travel Expense Exceptions

Approval of employee, or other individual's, College related travel expense exceptions as required by Illinois Public Act 99-0604, as presented in Exhibit X-A.8.

Proposed Academic Calendar for 2020-2021	Approve the Academic Calendar for 2020-2021, as presented in Exhibit X-A.9.
Naming of Classroom L202 in Recognition of Jeff Przybylo	Approve the recommendation to name classroom L202 the Przybylo Speech Classroom in recognition of a gift made by Linda J. Lang in honor of Professor Jeff Przybylo, as presented in Exhibit X-A.10.
Financial Statements	Review of monthly financial statement as outlined in Exhibit X-B.1.
Board Committee and Liaison Report	Foundation Liaison Report: Member Hill reported that as of March 31, the Foundation has raised \$3,465,000, 90% to budget. Interest earnings however have dropped from previous months to \$736,435.

She reminded everyone that the Realizing Dreams Brunch is on Saturday, April 28, at Arlington Park, a new location, from 10 a.m. to noon, and this is a great opportunity for student and donor to meet, and for students to share their dreams and plans.

Further she announced a new scholarship that has been developed call Polly's Kids. It is a new scholarship for Harper students that use the Child Learning Center services. The scholarship is for two student to send their child, age 3-5, to Harper's Child Learning Center. The recipients can attend the Child Learning Center Monday - Friday from 7:30 a.m. to 6 p.m. The scholarship amount is up to \$11,200 per child.

Recipients must be a Harper College student pursuing a certificate or degree who have maintained a 3.0 GPA, be a single parent, have financial need demonstrated by an essay, preference for a Promise Scholar, or previous Foundation scholarship recipient, preference for prior credits earned in program of study.

The scholarship is named for a woman named Olive "Polly" Paine. Who was born in Chicago in 1891, she was destined for a creative life guided by her mother, Geneva Carr Paine and her father, Lyman May Paine, a prominent Chicago attorney. The donor's Great Aunt Polly's life story shows her to be an exceptional woman and she would be exceptional today as well. The scholarship is named in honor of Polly Paine's honor for the Harper's Child Learning Center.

Alumni Liaison Report: Member Stack shared there were more than 200 alumni and friends at the 50th Anniversary Alumni Reunion. The reunion was held in the Building D rotunda. Highlights of the reunion included an alumni meet and greet, academic program tables, live music by Brian Collins - a Harper employee and alum, raffle prizes and giveaways, and a 50th Anniversary Cake.

The Harper Alumni Committee hosted the first-ever Trivia Night for Harper alumni and friends, on March 1, 2018 at Durty Nellie's, 34

alumni and friends attended. The evening was full of food, beverages and trivia covering the last 50 years.

The Alumni Committee held a virtual 5k from March 1 to April 1. Participants were invited to walk, run or bike during the month of March and submit photos of themselves during their event, which were featured on Harper's various social media channels.

Currently, there is a call for nominations for the 2018 Distinguished Alumni Awards. The deadline to submit a nomination is May 15, 2018. The award criteria and nominating instructions are available on the alumni website.

Lastly, she reported the 8th Annual Harper College Nursing Alumni Symposium will be held on April 25, 2018. The theme of this year's event is "Leading the Future of Nursing: Past, Present and Future." The day will feature a keynote speaker and panel of alumni from the nursing program. Additional activities include a networking luncheon, nursing student poster presentations, a continuing education fair, a health careers job fair, and tours of the simulation hospital.

ICCTA Liaison Report: Member Kelley stated he attended two ICCTA meetings. The first in March was in Lisle where Ms. Brown, Vice President and Chief Advancement Officer, moderated a panel on community college foundations and their relationship with boards. At this same meeting, members began to address the dual credit classes taught by four-year institutions. He added there is currently a pending legislative bill that would limit dual credit taught by out of state institutions. There are many issues that need to be addressed regarding dual credit classes taught at four-year institutions, one being teacher's assistants teaching the classes.

On April 17, 2018, the ICCTA committee met and Lobby Day was held on April 18, 2018 where he had the privilege of meeting with a number of legislative leaders in the house and senate, the chair of the Appropriations – Higher Educations Committee, and the leadership team from ICCTA. He reported there is some optimism that the State will pass a budget this year, although in all likelihood it will not be sufficient. Two other discussion points were again the dual credit courses taught by four-year institutions and the Bachelors of Science in Nursing (BSN) being granted by community colleges. Al Bowman the Executive Director of the Illinois Board of Higher Education supports the BSN.

#### 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.

Approval of March  
Consent Agenda Items

Ex. X-B.5a Accept bid and award contract for 2018 Landscaping Enhancement project to Cardinal State, as the lowest responsible and responsive bidder, in the total amount of \$106,684.43, including a base bid of \$91,349.43, 10% contingency of \$9,135.00 and landscape architect fee of \$6,200.00, as provided in the Operations and Maintenance (Restricted) Fund budget and contained in the project budget.

Ex. X.B.5b Personnel Actions

Supervisory/Management Appointments

Claude Casaletto, Chief of Police, Harper College Police, 3/12/2018, \$90,000/year

Sarah Weinstein, Operations Manager, Business and Social Science, 3/26/2018, \$65,000/year

Professional/Technical Appointments

Erjon Carcani, Programmer/Software Developer, IT/IS, 3/19/2018, \$62,000/year

Marixa Ford, Music and Arts Lab Assistant, Continuing Education, 3/7/2018, \$28,592/year

Classified Staff Appointments

Erica Abarca, Information Receptionist, Academic Advising & Counseling Center, 3/26/2018, \$16,224/year

Sarah DeMay, Program Operations Assistant, AED, 4/16/2018, \$43,251/year

Kristin La Russo, Library Assistant, P/T, Library Services, 3/20/2018, \$19,320/year

Diane Szafranski, HR Office Assistant, Employment, Human Resources, 3/26/2018, \$34,125/year

Harper #512 IEA-NEA Appointments

Michael Haduch, HVAC Mechanic Operator, Facilities Management, 4/16/2018, \$60,320/year

Vincent Marzano, HVAC Mechanic Operator, Facilities Management, 4/2/2018, \$60,320/year

Alexis Perez, Custodian, Operations Services, 4/2/2018, \$25,376/year

Nora Vargas, Custodian, Operations Services, 3/5/2018, \$25,376/year

Classified Staff Retirement

Joanne Walker, Receptionist/Office Assistant, Center for New Students and Orientation, 4/30/2018 20 years 8 months

Faculty Separation

Employee #1690, Assistant Professor, Student Development, 3/8/2018, 9 years 2 months

Supervisory/Management Separation

Duncan Mitchell, Database Technology and Advancement Services Manager, Foundation, 3/16/2018, 2 years 11 months

Professional/Technical Separation

Shannon Nugent, One Stop Advocate, One Stop Center, 3/16/2018, 3 years 2 months

Classified Staff Separation

Employee #9814, Administrative Secretary, Health Careers, 3/2/2018, 5 months

ICOPS Separation

Somar Dankha, Community Service Officer, Harper College Police, 3/26/2018 2 years 3 months

Harper #512 IEA-NEA Separation

Angelica Marrero, Set-Up Crew, Operations Services, 3/30/2018, 3 months

NEW BUSINESS

Awarding of Faculty Promotions for the 2018-19 Academic Year

Dr. Marwick shared a brief description of the promotion process through which faculty demonstrate that they have gone above and beyond what is expected of good faculty in order to be promoted early or to full professor. She introduced faculty being recommended for promotion to assistant professor, associate professor, and professor.

Member Robb moved, Member Kelley seconded, to approve the recommendations to award promotions to faculty members who have met the performance criteria of excellence in teaching, service, and professional development expected for early promotion to assistant or associate professor or for promotion to full professor, as outlined in Exhibit XI-A (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon approval of the Board, the following promotions will be granted for the 2018-2019 academic year

Early Promotion to Assistant Professor

Marie Lapidus Business Administration  
Chris Athanassopoulos Engineering

Raeghan Graessle	Physical Sciences
Kyle Knee	Mathematics
Linda Schumacher	World Languages
Kelly Coronado	English as a Second Language / Linguistics
Brian Shelton	Mass Communications

Early Promotion to Associate Professor

Robin James	Business Administration
America Masaros	Mathematics
Michael Horton	Philosophy
Valerie Walker	Human Services/Community Health Worker

Promotion to Professor

Jason Andy Geary	Mathematics
Andy Kidwell	Chemistry
Chad Taylor	Mathematics
Stephany Rimland	Art
Pearl Ratunil	English
Lisa Ayers	Nursing
John Garcia	Philosophy

Upon roll call, the vote was as follows:

Ayes: Members Dowell, Stack, Robb, Hill, Johnson, Kelley, and Mundt.

Nays: None.

Motion carried. Student Member Safakas advisory vote: aye.

Awarding Professor Emeritus Recognition

Member Hill moved, Member Mundt seconded, to approve the recommendation to award the honorary designation of Professor Emeritus to Professor Renee Zellner who will retire on August 1, 2017 after 36 years of distinguished service, to Trygve Thoreson who retired on May 31, 2014 after 30 years of distinguished service and to Professor Judith Zaplatynsky who retired on July 31, 2016 after 19 years of distinguished service, as outlined in Exhibit XI-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Dowell, Stack, Robb, Hill, Johnson, Kelley, and Mundt.

Nays: None.

Motion carried. Student Member Safakas advisory vote: aye.

Board Meeting Dates for July 2018 – June 2019

Member Robb moved, Member Kelley seconded, to approve the meeting dates for the Committee of the Whole meetings and the regular Board meetings for the time period July 2018 – June 2019, as outlined in Exhibit XI-C (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Dowell, Stack, Robb, Hill, Johnson, Kelley, and Mundt.

Nays: None.

Motion carried. Student Member Safakas advisory vote: aye.

ANNOUNCEMENTS

BY CHAIR

Communications

There were no communications.

Calendar Dates

Calendar dates are printed on the Agenda for Board information. The next Committee of the Whole Meeting will be Wednesday, May 9, 2018 at 5:00 p.m. in W-216. The next Board of Trustees Meeting will be Wednesday, May 16, 2018 at 6:00 p.m. at the Learning and Career Center in Mt. Prospect.

OTHER BUSINESS

There was no other business.

ADJOURNMENT

Member Safakas moved, Member Kelley seconded, to adjourn the meeting.

In a voice vote, the motion carried at 6:55 p.m.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary