

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 Committee of the Whole Meeting of Wednesday, October 2, 2019

CALL TO ORDER

The Committee of the Whole meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Stack on Wednesday, October 2, 2019 at 5:00 p.m. in Room W216 of the Wojcik Conference Center, 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL

Present: Members Greg Dowell, Diane Hill, Herb Johnson, Bill Kelley, Nancy Robb, Pat Stack, and Student Member David Santafe-Zambrano.

Absent: Member Walt Mundt.

Also present: Dr. Avis Proctor, President; Dr. Ronald Ally, EVP Finance and Administrative Services; Patrick Bauer, Chief Information Officer; Bret Bonnstetter, Controller; Dr. Maria Coons, Interim Provost; Jeff Julian, Interim Chief of Staff/Board Liaison; Darryl Knight, Executive Director Facilities Management; Dr. Claudia Mercado, Assistant Provost; Dr. Mark Mrozinski, Assistant Vice President of Workforce Development and Executive Dean Community Education; Kim Pohl, Interim Director of Communications; Darlene Schlenbecker, Interim Vice President of Institutional Planning and Strategic Alliances; Michelé Smith, Vice President of Workforce Solutions and Associate Provost; Roger Spayer, Chief Human Resources Officer; Meg Coney, Administrative Coordinator; Sue Egan, Project Assistant;Carolynn Muci, Internal Communications Manager; Bob Grapenthien, Assistant Controller

Guests: Christine Torres, Crowe, LLP; Melissa Cayer, citizen

PUBLIC COMMENTS

Citizen Melissa Cayer asked the Board to offer a presentation on the property value assessment algorithm.

DISCUSSION OF  
FOLLOW UP ITEMS

Member Dowell reviewed the audit process in which the Board's Audit Committee (Members Dowell and Johnson) met with the auditors from Crowe, LLP (Christine Torres), Dr. Ron Ally, and Bob Grapenthien to review and discuss a draft version of the Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2019. Dr. Ron Ally distributed the June 30, 2019 Financial and Compliance Audit Highlights from Crowe, LLP.

Ms. Christine Torres gave a high level overview of the audit results. There are no findings on compliance or control issues. The auditors are waiting for one additional piece of information, which is expected within the next week.

Darlene Schlenbecker guided the Board members through a hands-on demonstration in how to navigate through the Institutional Effectiveness Measures Dashboard. The data changes on an annual basis. Member Dowell asked if it was possible to receive access to a high-level summary of data. For reference, Ms. Schlenbecker noted that 'peer colleges' include College of DuPage, College of Lake County, Elgin Community College, Joliet Junior College, Moraine Valley Community College, Oakton Community College, and Triton College. Chair Stack complimented Ms. Schlenbecker's team on the excellent work in developing the dashboard.

Bret Bonnstetter presented on the FY2020 Budget.

Bret Bonnstetter presented on the ERP Update reflecting the finance aspect, human capital management and budget. The project is on schedule, with no scope change and no identified risks. Weekly meetings between all project managers are underway. Member Dowell asked if the vendors see opportunities for internal control improvements. Mr. Bonnstetter said Harper is continually seeking such input from them. Trustee Robb acknowledged the huge undertaking of the project.

Jeff Julian reviewed the October Board packet. He reminded the Board that the October 9 meeting is at Harper's Learning and Career Center in Prospect Heights. He also reminded the Board of the upcoming Dialogue Session on the Changing Landscape of Work on October 8 at 8:00 am, and the first Data Summit on October 11 at 9:00 am.

#### FORMAL ACTIONS

Member Hill motioned, Member Santafe-Zambrano seconded to enter closed session to discuss internal controls at 6:27 p.m. In a roll call vote, the motion passed unanimously.

Member Robb motioned, Member Kelley seconded to adjourn the closed session and re-enter the regular meeting at 6:37 p.m. In a roll call vote, the motion passed unanimously.

#### ADJOURNMENT

Member Dowell moved, Member Hill seconded, adjournment at 6:38 p.m.

In a voice vote, motion carried.



Chair



Secretary