

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, April 21, 2021

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 Pat Stack on Wednesday, April 21, 2021 at 5:00 p.m. via Webex teleconference.

ROLL CALL

Present: Members Greg Dowell, Diane Hill, Herb Johnson, Bill Kelley, Walt Mundt, Nancy Robb, Pat Stack. Student Member Dylan Hildebrand joined at 5:16 p.m.

Absent: none

Also present: Dr. Avis Proctor; President; Mike Barzacchini, Director of Marketing Services; Laura Brown, Vice President and Chief Advancement Officer; Kathy Bruce, Interim Associate Provost; Meg Coney, Administrative Coordinator; Sue Contarino, Interim Chief Information Officer; Dr. Maria Coons, Vice President of Strategic Alliances and Innovation/Board Liaison; Dr. Kathy Coy, Director of Institutional Research; Sue Egan, Executive Assistant; Rob Galick, Executive Vice President of Finance and Administrative Services; Bob Grapenthien, Controller; Dr. MaryAnn Janosik, Provost; Jeff Julian, Chief of Staff; Rick Kellerman, Network Specialist; Darryl Knight, Executive Director of Facilities Management; Chelsea Lynn, Theater Technical Director; Dr. Claudia Mercado, Interim Vice President of Diversity, Equity and Inclusion; Carolynn Muci, Internal Communications Manager; Bob Parzy, Interim Assistant Provost; Kim Pohl, Director of Communications; Darlene Schlenbecker, Vice President of Planning, Research and Institutional Effectiveness; Dr. Michelé Smith, Vice President of Workforce Solutions; and Roger Spayer, Chief Human Resources Officer.

Guests: Stephen Siegle, Krisan Osterby-Benson and Meagan Storm from DLR Group; Andy Kidwell, Professor; Sara Gibson, Manager of Environmental Health and Safety; Dr. Mike Bates, Dean, Teaching, Learning and Distance Education; Bob Parzy, Interim Associate Provost of Enrollment Services; Scott Cashman, Manager of Community Education; Scott Haas, Supervisor of Motorcycle Safety Program; Brian Hamm, Motorcycle Safety Program Field Operations Manager; David Woodruff, Community Education Instructor; Sarah Baranek, Motorcycle Safety Program Assistant Program Coordinator; Carolann Dunn, Motorcycle Safety Program Specialist; Michael Progar, Doherty & Progar LLC; Al Cannestra, Maintenance Mechanic; Pahul Mal, student; Melissa Cayer, citizen; Sede Beck, citizen.

PUBLIC COMMENTS

None.

DISCUSSION OF
FOLLOW UP ITEMS

Steve Siegel and Krisan Osterby from DLR Group provided an update on the preliminary master plan for the College, reviewing the campus plan vision, planning principles and the plan overview with identified proposed projects. The next step is for the Master Plan Steering Committee to discuss and refine the preliminary plan and prioritize the projects to create the draft plan by mid-May.

- Spaces should remain flexible
 - Special use spaces, such as the one identified for cannabis, don't provide that flexibility
- In the future, please label buildings to indicate their use
- Pay attention to open spaces and making the campus more walkable and bikeable
- Child Care center is critical to our student population; make certain it is large enough
- Increasing the use of technology and innovation should be a focus
- Address how the projects will be prioritized
- Provide further insights into the extension centers
- The planetarium has been noted in past master plans and a facility was built with future plans to use it for that purpose
- Question regarding how much square footage under roof is being added to campus – initial estimate is a net of 40,000 to accommodate new programs requiring labs

Bob Grapenthien provided the Monthly Budget status report.

Dr. Proctor provided an update on the College's allocation of the Higher Education Emergency Relief Fund (HEERF) under CARES, CRRSAA and ARPA. There are specific federal regulations for disbursement under each act. Harper has exceeded guideline allocations to students to date. Harper has a task force overseeing compliance with the grant. ARPA funds have not yet been received.

Darlene Schlenbecker presented the status of the Strategic Plan. Since December's update, targets and measures have been finalized; proposal process and proposal form developed; meetings of goal teams, subgroups, goal leaders and strategic plan leadership team have taken place. The strategic plan dashboard is being built and will be presented with the year-end Accountability Report. The Board was impressed with the amount of work underway and the engagement by the goal teams.

Sara Gibson presented on a proposal that will come to the Board in May 2021 to strengthen risk management. She reviewed Harper's current Workers' Compensation self-insurance policy and detailed the benefits of joining the Illinois Community College Risk Management Consortium.

Dr. Mike Bates provided an update on the technology enhancements to support distance education using Board allocated funding and HEERF funds. Enhancements include supporting digital accessibility

with Blackboard Ally; adding recording and streaming platforms; video software; and Swivl robots to support on-campus instruction. Remote learning environment essentials require them to be secure, flexible, compatible with Chromebooks and third-party products.

Bob Parzy presented on a recommendation in the April Board packet to amend the existing agreement with Honorlock, the company providing remote proctored testing for students. This product has been viewed positively as a credible proctoring service by faculty and has been well-received by students. As a result, usage of the product has far exceeded original estimates and an additional 51,084 testing units will be sought. Funds will be provided through HEERF.

Dr. Avis Proctor provided an update of the President's Priorities.

Dr. Maria Coons reviewed the April 28 Board Packet, including the proposed Board meeting calendar for FY2022.

FORMAL ACTIONS

Member Mundt motioned; Member Dowell seconded to enter closed session to discuss collective negotiating, litigation, and personnel matters at 7:13 p.m. In a roll call vote, the motion passed unanimously.

Member Kelley motioned, Member Dowell seconded to adjourn the closed session and re-enter the regular meeting at 7:56 p.m. In a roll call vote the motion passed unanimously.

Regular meeting resumed at time 7:56 p.m.

ADJOURNMENT

Member Dowell moved, Member Hildebrand seconded, adjournment at 7:58 p.m.

In a voice vote, motion carried.

Chair

Secretary