

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, October 19, 2022

CALL TO ORDER

The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Stack on Wednesday, October 19, 2022 at 6:00 p.m. in the Wojcik Amphitheater.

Member Kelley led the Pledge of Allegiance.

ROLL CALL

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

Absent: None.

Also present: Robert Allare, Faculty; Mike Barzacchini, Director Marketing Services; Dr. Michael Bates, Associate Provost Curriculum and Instruction; Michelle Bauer, Faculty; Melissa Baysingar, Instructional Design Specialist; Dr. Susanne Brock, Senior Director of Grants and Innovation; Laura Brown, Vice President and Chief Advancement Officer; Tony Butler, Director of Risk Management; Orlando Cabrera, Technical Support Specialist; Dr. Scott Cashman, Manager Community Education; Meg Coney, Administrative Coordinator; Dr. Kathy Coy, Director of Institutional Research; Dr. Diane Duin, Interim Dean Health Careers; Rob Galick, EVP Finance and Administrative Services; Bob Grapenthien, Controller; Esmeralda Guerrero Lopez, Coordinator - Student Diversity Initiatives; Kathleen Haines-Finley, Faculty; Erika Hartman, Administrative Coordinator; Mary Kay Harton, Dean of Students; Dr. Joanne Ivory, Dean Career and Technical Programs; Dr. MaryAnn Janosik, Provost; Dr. Tamara Johnson, Vice President of Diversity, Equity and Inclusion; Jeff Julian, Chief of Staff; Rick Kellerman, Network Specialist; Chris Maxwell, Associate Dean of Students; Nancy Medina, Executive Director of Facilities Management; Bruce Morris, Faculty; Amanda Nielson, Specialist - Faculty Communications and Adjunct Faculty Outreach; Bob Parzy, Associate Provost Enrollment Services; Kim Pohl, Director of Communications; Kimberley Polly, Dean Mathematics and Science; Dr. Avis Proctor, President; David Richmond, Faculty; Darlene Schlenbecker, Vice President of Planning, Research and Institutional Effectiveness; Dr. Michelé Smith, Vice President of Workforce Solutions; Eric Tellschow, Faculty; Steven Titus, Faculty; Darice Trout, Interim Dean, Business and Social Science; Kristen Walk, Faculty; Bryan Wawzenek, Manager Communications; Dr. Stephanie Whalen, Faculty; Dr. Markenya Williams, Faculty; Riaz Yusuff, Chief Information

Officer; Heather Zoldak, Associate Executive Director of Foundation/Major Gifts.

Guests: Melissa Cayer, Citizen; Phil Gerner, Robbins Schwartz; Shannon Morris, Citizen; Oscar Silis, Student.

AGENDA APPROVAL

Member Dowell moved, Member Mundt seconded, approval of the agenda.

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

Nays: None.

Motion carried. Student Member Gonzalez advisory vote: aye.

PRESENTATION

A Tribute to Bernie Bluestein

Dr. Proctor asked Jason Peot, Professor, Liberal Arts, to introduce Bernie Bluestein, longtime Harper student and Congressional Gold Medal recipient.

Mr. Peot celebrated Harper student, Mr. Bluestein, who has been taking art classes on campus since 1989 and has taken almost every course the art department offered, although he primarily focused on sculpture which Mr. Peot taught. He also shared that while many of Mr. Bluestein's sculptures are figurative, most are abstract variations in the form of a sewing needle to honor his father, a tailor, and his mother, a seamstress. Mr. Peot described Mr. Bluestein's delightful presence in his classes and talked about how Harper's sculpture studio was recently named for Mr. Bluestein, a member of the World War II "Ghost Army" who was honored with the Congressional Gold Medal. Mr. Peot also shared that Mr. Bluestein's hard work has led to him passing his class over 40 times and now he's finally earning a degree.

Dr. Proctor awarded Bernard D. Bluestein, the honorary degree of the Associate in Arts from Harper College. (Note: The exhibit for approval of the honorary degree and vote is recorded in New Business Exhibit XI-B.)

Chair Stack thanked Mr. Bluestein and shared that they look forward to him attending the graduation ceremony in May 2023.

STUDENT TRUSTEE REPORT

Student Trustee Gonzalez reported that it is officially the start of fall on campus, kicked off by the annual Fall Fest, hosted by Student Engagement, which included pumpkin picking, hay barrels, corn stocks, a tractor, and candy handed out to students. She added that students were taking pictures, carving pumpkins, watching pumpkins exploding (courtesy of our chemistry club) and asking Dr. Proctor questions, such as what her favorite food is and what instruments she can play.

She shared that Student Engagement and the Pride Club held the annual Pride Fest which included speakers, a performance by the

Harper Dance and Poms team, a parade, and a chance to talk with representatives from the Kenneth Young Center and Pride Club members.

She added that Student Engagement is also hosting a trip to see Wicked, the Broadway play in Chicago, and tickets are available for students, employees, and community members.

Student Trustee Gonzalez reported that Student Government hosted its very first Scholarship Expo, a tabling event dedicated to informing students about the various scholarships available to them, with the help of the Financial Aid Office and The Foundation.

She also shared that Student Government will be hosting a Student Town Hall on November 1 as an opportunity for students to share their experience with Harper administrators.

She shared that the event Sabor Latino was presented by Latinos Unidos and the Office of Diversity, Equity and Inclusion, and that events like this make students feel welcomed and included at Harper.

Student Trustee Gonzalez congratulated Dr. Proctor on her investiture and shared what a truly beautiful event it was.

Lastly, she shared her excitement for attending the ACCT Leadership Congress in New York next week and hopes to learn valuable leadership skills.

FACULTY SENATE
PRESIDENT'S REPORT

Faculty Senate President Richmond began by sharing that with the weather changing quickly, coat after coat, he found face masks in the pockets of each reminding him of how far Harper has come since living and working in a very different environment last year which made him feel thankful and appreciative. He also extended his gratitude and appreciation for investiture week and how wonderful it was for many across campus to meet Dr. Proctor's family and attend the love filled Investiture Ceremony which really brought some humanity to the campus. He also shared what an honor it was to be present as Mr. Bluestein was recognized as he has brought so much to the Harper campus over the years.

PRESIDENT'S REPORT

Dr. Proctor began by expressing gratitude for all the efforts that went into making Investiture Week a success and thanked all who participated as it was a once-in-a-lifetime experience which made her so happy to have shared it with her family, friends, and colleagues from near and far. She shared details of the week which included a faculty and staff luncheon recognizing them for their continued hard work and

excellent contributions on behalf of the students, a luncheon for annuitants celebrating their contributions to Harper and students during their careers at Harper, spending time with students at Fall Fest, hosting a Community Breakfast consisting of elected officials, business leaders, and community partners, the Welcome Reception spent with family, friends, and colleagues, and the Investiture Ceremony which featured so many memorable moments for her from the students in the Harper College Concert Choir and their faculty leads, the tributes from colleagues and friends, the insightful keynote from Dr. Karen Stout, and the joyful performances from her family members. She is very grateful to everyone who participated and meticulously planned the events of the week.

She shared good news on major accreditation outcomes: The Higher Learning Commission affirmed through its mid-cycle review that Harper continues to meet all standards with no monitoring required. Also, both the Dental Hygiene and Practical Nursing programs received re-accreditation with no findings or conditions – the highest level of accreditation finding possible! She congratulated everyone who helped ensure successful site visits and contributed to this extremely involved process.

Dr. Proctor also highlighted recent engagement activities with Pride Fest and Latinx Heritage Month as Harper is committed to providing an array of welcoming and educational events for the community.

Lastly, she shared that she is pleased to see the progress being made on the design of the Canning Center even though some difficult decisions related to programming had to be made due to significant inflationary costs; however, she does believe the building will be a welcoming and vibrant student center that will serve students and community well for decades and it will be a signature state-of-the-art facility on campus. It will house the culinary/hospitality program, use advanced technologies, employ community spaces for students and a mix of services that will allow prospective and current students find what they need to begin and sustain their academic journeys at Harper College and beyond via the University Center.

STUDENT SUCCESS REPORT

Latinos Unidos

Dr. Proctor asked Esmeralda Guerrero Lopez, coordinator for student diversity initiatives, and Oscar Silis, president of Latinos Unidos, to present on the positive impact Latinos Unidos has on students.

Ms. Guerrero Lopez highlighted her Harper College journey which started in 1998 as a student. She was soon welcomed into Latinos Unidos by recent Harper retiree and club advisor, Juanita Bassler, which changed her life and her experience on campus. She continued to explain how she became president of Latinos Unidos in 1999 and in 2017 started working at Harper in Admissions and becoming the advisor for Latinos Unidos which allowed her to bring a level of care, support and dedication to ultimately making a difference in students'

lives. She now works for the Office of Diversity, Equity and Inclusion as a coordinator for student diversity initiatives, helping the officers and members develop their leadership skills, build their network, and expose them to experience they might otherwise not have access to.

Mr. Silis introduced himself as a freshman student majoring in kinesiology, a student aide in Career and Technical Programs, president of Latino Unidos, and participating in the GLIDE Mentorship program as a mentor. GLIDE is a first-year program for incoming Latinx and black students to help with retention and graduation that offers benefits such as networking, making great connections, and having access to information and resources from staff that he shares with his peers.

Ms. Guerrero Lopez explained that Latinos Unidos began in 1991 and the purpose of the organization is to promote Latino, Latina and Latinx culture at Harper College, to provide a support system for the members as they navigate higher education, to increase civic engagement and to support leadership development. She went on to explain that membership has increased since the pandemic.

Harper College alum, Cassandra, was featured in the video presentation and spoke about what activism means to her and how she continues to hold leadership roles at Illinois State University where she attends school.

Ms. Guerrero Lopez and Mr. Silis discussed the yearly programs and initiatives the group shares with the Harper community to enhance the experiences of our students and bring awareness about Latino/a/x culture while creating a safe space for students to come by, share how their week is going, where they're struggling, where they're succeeding and having activities and fun games for them to play, to relax and have a good time.

Ms. Guerrero Lopez shared that Día de Los Muertos Ofrenda, Day of the Dead Altars, will be on display from October 31 to November 3 in Avanté and the celebration is November 2nd from 12 to 3 pm in Avanté.

In response to Trustee Dowell, Ms. Guerrero Lopez explained that the impediments to membership can be the time the club meets because many are working; however, they will set a specific time and date for meetings to help create consistency and possibly increasing attendance.

Chair Stack thanked Ms. Guerrero Lopez and Mr. Silis for an excellent presentation and commended them for preparing members to be leaders.

HARPER COLLEGE
EMPLOYEE COMMENTS

There were no Harper employee comments.

PUBLIC COMMENTS

Ms. Cayer asked to abolish tax increment financing and not to place the risk upon the students, and to let the professional risk takers assume that position.

CONSENT AGENDA

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

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

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

Nays: None.

Motion carried. Student Member Gonzalez advisory vote: aye.

The Consent Agenda included:

The minutes for September 14, 2022 Committee of the Whole meeting, September 21, 2022 Board of Trustees meeting; accounts payable; student disbursements; payroll for August 26, 2022 and September 9, 2022; estimated payroll for September 23, 2022 and October 7, 2022; bid awards; requests for proposals; purchase orders; personnel actions; Board travel; approval of travel expense exceptions; monthly financial statements; Board committee and liaison reports; grants and gifts status report for; consortium, cooperative and State of Illinois contracts purchasing status report; as outlined in Exhibits X-A.1 through X-B.4.

Minutes

September 14, 2022 Committee of the Whole meeting, September 21, 2022 Board of Trustees meeting.

Fund Expenditures

Accounts Payable	\$3,450,792.96
Student Disbursements	\$3,058,299.73

The payroll of August 26, 2022 in the amount of \$2,835,542.63 and September 9, 2022 in the amount of \$3,047,942.68; estimated payroll of September 23, 2022 in the amount of \$2,941,742.66 and October 7, 2022 in the amount of \$2,941,742.66.

Bid Approvals

Ex. X-A.3.a Accept bid and award contract to Blue Reef LLC for the Building F Water Infiltration Repairs Project, as the lowest responsible and responsive bidder in the total amount of \$354,750.00 including a base bid of \$320,000.00, 10% construction contingency of \$32,000.00, and additional services for re-bidding (Legat Architects) of \$2,750.00 as provided in the Operations and Maintenance (Restricted) Fund budget and contained in the Building F Water Infiltration Repairs Project budget balance of \$291,950 and the remaining

\$62,800 from the Capital Project Contingency budget balance of \$936,927.

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| Request for Proposals | Ex. X-A.4.a | Approve a proposal to authorize staff to negotiate terms and fees with FGM Architects for professional services for the programming analysis phase of the Business and Social Sciences Center. If an agreement cannot be reached, the administration is further authorized to negotiate with the next ranked firm. The subsequent contract will be presented to the Board for approval at a future Board of Trustees meeting, as provided in the Operations and Maintenance (Restricted) Fund budget. |
| Purchase Orders | Ex. X-A.5.a | Approve a purchase order to Assessment Technologies Institute, LLC (ATI) to provide software for students in Health Careers, in the amount of \$176,000.00, as provided in the Education Fund budget. |
| | Ex. X-A.5.b | Approve a purchase order to Holabird & Root Architects for professional services for the Film Screening Lab addition to Building E, in the amount of \$242,215.00, as provided in the Operations and Maintenance (Restricted) Fund budget and contained in the Film Screening Lab Project budget of \$1,936,000, Building E HVAC Replacement Project budget of \$294,000, and Building E Sprinkler Piping Redundant Heat Project budget of \$32,000. |
| | Ex. X-A.5.c | Approve a purchase order to Laerdal Medical for a SimMan3G PLUS Medium Manikin and accessories, in the amount of \$80,583.10, as provided in the Education Fund budget. |
| | Ex. X-A.5.d | Approve a purchase order to extend the agreement with Honorlock for remote proctoring services, for an additional two years, in the amount of \$433,768.00 (\$219,384.00 per year over two years) that are allocated in the IT budget. |

Personnel Actions

Appointments

Ashley Eiermann, Professional/Technical, Wojcik Conference Center Event Coordinator, Business Development, 9/26/2022, \$63,000.00/year

Elizabeth Montano, Professional/Technical, Technical Support Specialist, Client Systems, 9/12/2022, \$64,000.00/year

Debolina Bhaumik, Professional/Technical, Research Analyst,

Institutional Research, 9/26/2022, \$59,000.00/year
Sarah DeMay, Professional/Technical, CRM Coordinator, One-Stop Center, 9/6/2022, \$60,000.00/year
Alexandra Calzada, Classified Staff, Student Accounts Representative II, Student Accounts and Receivables, 9/12/2022, \$42,900.00/year
Andrez Arreguin, Classified Staff, Student Accounts Representative III, Student Accounts and Receivables, 9/26/2022, \$44,850.00/year
Carolyn Dowty, Classified Staff, Administrative Secretary, Health Careers, 9/12/2022, \$40,950.00/year
Kathryne Maragay, Classified Staff, Registration Assistant, Registrar's Office, 9/26/2022, \$38,025.00/year
Vincent Salgado, Classified Staff, Computer Operator, P/T, Infrastructure Services, 9/6/2022, \$37,700.00/year

Position Changes

Regina Gul, Classified Staff, Student Account Representative III, Student Accounts and Receivables, 9/26/2022, \$44,850.00/year
Yongchun Chen, Classified Staff, Administrative Assistant, Health Careers, 9/12/2022, \$44,635.00/year

Separations

Sue Contarino, Administrator Director, Client Systems, 9/30/2022, Retirement, 15 years
Kathryn Powell, Faculty, Professor, Adult Educational Development, 5/31/2023, Retirement, 32 years 5 months
Theresa Frank, Faculty, Assistant Professor, Health Careers, 5/23/2023, Retirement, 5 years 9 months
Laurie Dietz, Supervisory/Management, Manager - Budget, Accounting and Operational Analysis, Accounting Services, 6/30/2023, Retirement, 23 years 5 months
Ronnie Nataatmadja, Professional/Technical, Analyst - Institutional Effectiveness, Institutional Effectiveness and Outcomes Assessment, 9/9/2022, Resignation, 3 years 1 month
Angella Kilabo, Classified Staff, Library Services Assistant I, Library Services, 9/9/2022, Resignation, 1 month
Deyi Sawers, Classified Staff, Clerk - Receptionist, P/T, Academic Support Center, 8/31/2022, Retirement, 21 years 4 months
James Davis, Classified Staff, Student Account Representative III, Student Accounts and Receivables, 9/16/2022, Resignation, 13 years 6 months
Melody Schmidt, Classified Staff, One-Stop Phone Center Representative, One-Stop Center, 9/30/2022, Retirement, 10 years 4 months
Cedric Ross, IEA, Custodian, Operations Services, 9/7/2022, Resignation, 2 months
George Gersch, IEA, Custodian, Operations Services, 9/22/2022, Resignation, 6 years 8 months

Board Travel	Approval of travel related charges for the Board of Trustees, as presented in Exhibit X-A.7.
Travel Expense Exceptions	There were no Travel Expense Exceptions.
Financial Statements	Review of monthly financial statement as outlined in Exhibit X-B.1.
Board Committee and Liaison Report	<p>Alumni Liaison Report: Member Mundt reported that Harper College 2018 alumni Drake Roberts and Anthony Tamras joined Harper Talks: The Harper Alumni Podcast to discuss their journey as students and entrepreneurs which started with an idea in high school. The pair discuss the pursuit of education at Harper College and DePaul while becoming full-fledged entrepreneurs and co-founders of DeoBlock, a company that specializes in reusable gym bag deodorizers. He also shared that Harper Talks episodes can be found on the Harper Talks website and all streaming platforms by searching “Harper Talks”.</p> <p>Member Mundt also shared that the Harper Alumni program will host Alumni “Speed” Mentoring on November 3. The event connects Harper College students with alumni from a variety of careers over the course of the evening. Learn more at harpercollege.edu/alumni.</p> <p>Lastly, he reminded all that the Harper College Distinguished Alumni Awards celebration is tomorrow night, with the reception at 6:00 PM and the awards ceremony at 7:00 PM</p> <p>Foundation Liaison Report: Member Hill shared the Foundation’s ending fund balance for September is \$48,347,593. The Promise fund balance is \$20,073,913.</p> <p>In partnership with the Grants Department, the Foundation has received three grants totaling \$152,000 in support of student scholarships from Motorola Solutions Foundation, Rivers Casino Foundation and the Gene Haas Foundation.</p> <p>The Fall Virtual Corporate Mentoring program has matched 53 Harper students with mentors from ten corporate partners. Partners are Northwest Community Healthcare, Allstate, Vistex, Barrington Bank & Trust and Wintrust, School Health, WT Group, Eriksson Engineering Associates, AIP, Clearwater Capital Partners and SHI International Corporation.</p> <p>ICCTA Liaison Report: Member Kelley reported that he is looking forward to attending the ACCT Congress in New York City next week as Harper will be presenting on the PASO program. He also shared that</p>

he forwarded a letter that was submitted to the Secretary of Agriculture Thomas Vilsack and the Secretary of Education Miguel Cardona about updating the anachronistic, outdated SNAP benefit requirements and programs, especially in regard to higher education students. One in three students throughout all of higher education experience hunger and food insecurity with a disproportionate amount of those in community colleges. He highlighted the starkest statistic that 57% of the students are eligible for Supplemental Nutrition Assistance Program (SNAP) benefits, but many don't receive it because they are not aware of it and we need to get the word out and champion the effort. He stated that the letter includes some great proposals which can be done by the administration and encouraged Harper College to join the efforts as it may move the needle for student success and enrollment.

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.

NEW BUSINESS

Exhibit XI-A: Awarding of Level II Adjunct Faculty Designation

Member Robb moved, Member Dowell seconded, to approve the recommendation to award the Level II designation to adjunct faculty members who have demonstrated a strong commitment to professional learning and college service during their employment at Harper College, as outlined in Exhibit XI-A.

Dr. Janosik announced the names of the adjunct faculty receiving this designation.

Upon roll call, the vote was as follows:

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

Nays: None.

Motion carried. Student Member Gonzalez advisory vote: aye.

Exhibit XI-B: Honorary Harper College Degree for Bernard B. Bluestein

Member Hill moved, Member Mundt seconded, to approve the recommendation to grant an honorary Harper College Associate in Arts degree to Bernard B. Bluestein, as outlined in Exhibit XI-B.

Upon roll call, the vote was as follows:

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

Nays: None.

Motion carried. Student Member Gonzalez advisory vote: aye.

Exhibit XI-C: Member Johnson moved, Member Kelley seconded, to approve the Intergovernmental Agreement with Northwest Central Dispatch recommendation for an intergovernmental agreement between William Rainey Harper College and the Northwest Central Dispatch, as outlined in Exhibit XI-C.

Upon roll call, the vote was as follows:
 Ayes: Members Stack, Kelley, Robb, Dowell, Hill, Johnson, and Mundt.
 Nays: None.
 Motion carried. Student Member Gonzalez advisory vote: aye.

Exhibit XI-D: Member Hill moved, Member Dowell seconded, to approve the Intergovernmental Agreement with Palatine Park District recommendation for an intergovernmental agreement between William Rainey Harper College and the Palatine Park District, as outlined in Exhibit XI-D.

Upon roll call, the vote was as follows:
 Ayes: Members Stack, Kelley, Robb, Dowell, Hill, Johnson, and Mundt.
 Nays: None.
 Motion carried. Student Member Gonzalez advisory vote: aye.

Exhibit XI-E: Second Reading of New Policy: Recruitment and Hiring (11.15.02) Member Johnson moved, Member Kelley seconded, to approve the recommendation of the second reading of a new policy on Recruitment and Hiring, as outlined in Exhibit XI-E.

Upon roll call, the vote was as follows:
 Ayes: Members Stack, Kelley, Robb, Dowell, Hill, Johnson, and Mundt.
 Nays: None.
 Motion carried. Student Member Gonzalez advisory vote: aye.

Exhibit XI-F: Approval of the Schematic Design for the New Campus Facility (Canning Center) Project Member Dowell moved, Member Johnson seconded, to approve the recommendation of the schematic design prepared by Holabird & Root, LLC for the New Campus Facility (Canning Center) Project (CDB #810-032-029), as outlined in Exhibit XI-F.

Upon roll call, the vote was as follows:
 Ayes: Members Stack, Kelley, Robb, Dowell, Hill, Johnson, and Mundt.
 Nays: None.
 Motion carried. Student Member Gonzalez advisory vote: aye.

ANNOUNCEMENTS
BY CHAIR

Communications Chair Stack reminded folks of the Distinguished Alumni Reception tomorrow, which Trustee Mundt highlighted in his report.

Calendar Dates Calendar dates are printed on the Agenda for Board information. The next Committee of the Whole Meeting will be Wednesday, November 9,

2022 at 5:00 p.m. in the Wojcik Amphitheater. The next Board of Trustees Meeting will be Wednesday, November 16, 2022 at 6:00 p.m. in the Wojcik Amphitheater.

OTHER BUSINESS

There was no other business.

ADJOURNMENT

Member Hill moved, Member Johnson seconded, to adjourn the meeting.

In a voice vote, motion carried at 6:51 pm.

Chair

Secretary