

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, May 8, 2024

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 Bill Kelley on Wednesday, May 8, 2024 at 5:00 p.m. in of the Wojcik Conference Center, 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL

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

Absent: Student Member Liman Lei

Also present:

Dr. Yolonda Barnes, Dean, Business Social Sciences; Mike Barzacchini, Director of Marketing Services; Dr. Susanne Brock, Senior Director, Innovation and Development; Tony Butler, Director of Risk Management; Orlando Cabrera, Tech Support Specialist; Scott Cashman, Senior Manager Community, Career and Corporate Education; Meg Coney, Administrative Coordinator; Dr. Maria Coons, Vice President and Board Liaison; Dr. Kathy Coy, Director, Institutional Research; Amanda Duval, Chief Human Resources Officer; Rob Galick, EVP Finance and Administrative Services; Bob Grapenthien, Controller; Erika Hartman, Administrative Coordinator; Dr. Joanne Ivory, Dean, Career and Technical Programs; Jewell Jackson, Purchasing Manager; Dr. Tamara Johnson, Vice President, Diversity, Equity and Inclusion; Jeff Julian, Chief of Staff; Rick Kellerman, Network Specialist; Kristyn Meyer, Associate Executive Director Educational Foundation; Nancy Medina, Executive Director Facilities Management; Bob Parzy, Associate Provost, Enrollment Services; Kim Pohl, Director of Communications; Dr. Avis Proctor, President; Jaime Riewerts, Dean Liberal Arts; Darlene Schlenbecker, Vice President of Planning, Research, and Institutional Effectiveness; Dr. Michelé Smith, Vice President, Business Solutions; Darice Trout, Senior Director, Community, Career and Corporate Education, Dr. Ruth Williams, Provost; Riaz Yusuff, Chief Information Officer; Heather Zoldak, Chief Advancement Officer.

Guests: Martha Bell, citizen; Lane Moyer, citizen. Jim Creath and Tim Lumpp, Pepper Construction; David Yandel, FGM Architects

PUBLIC COMMENTS

None.

DISCUSSION OF
FOLLOW UP ITEMS

Rob Galick introduced David Yandel from FGM Architects who provided a status update on the four-story Emergency Services Training Center (ESTC). Mr. Yandel reviewed the project goals and

objectives, current budget estimate, and work completed to date. Bidding documents are in-progress. Recommendations will be finalized in July 2024 with the Board approval scheduled in August 2024. The anticipated construction start is September 2024, with completion in April 2025. The bid specs included the alternates of a classroom building with restrooms and a carport with PV panels – estimated at slightly under \$2 million. Mr. Yandel also reviewed the sustainability initiatives and wildlife considerations.

The Board appreciated the attention to sustainability. Trustee Johnson asked about funding for the alternative classroom and carport. Dr. Proctor noted Harper is seeking additional funding from national and state sources.

Bob Grapenthien and Jewell Jackson presented on the Procurement Process for Request for Bids (RFB) in response to previous Board questions on Harper's process. They reviewed purchasing objectives, referencing Harper's adherence to rules, policies and laws by Federal and Illinois State Statutes; an overview on requests for bids and the vendor selection process; the difference between a RFB vs. Request for Proposals vs. Request for Qualifications; and a review of the Business Enterprise Program that includes female-owned, minority-owned and persons with disabilities vendors. In addition, terminology was explained in relation to identifying vendors as nonresponsive, nonresponsible and a bid being withdrawn. Trustee Johnson suggested listing all bids and amounts, even those nonresponsive with zero-dollar amounts. This will be reviewed. Trustee Mundt asked if Harper utilizes Oracle sourcing for the bidding process. Ms. Jackson said all bids are handled manually. The Board appreciated walking through the process and has a better understanding of bids.

Bob Grapenthien presented the semi-annual review of the FY2024 Budget stating that January's projection is very close to current budget. The July Board Workshop will review how the previous year's surplus was distributed with the proposed usage of surplus money will be brought to the August Board meeting.

Mr. Grapenthien continued to present the FY2025 budget assumptions stating Harper is being thoughtful about expenditures. The preliminary budget will be presented for approval at next month's Board meeting. The public hearing is scheduled for August. The Trustees asked about new positions and how they are being funded. Dr. Proctor stated she will send that information to the Board. The Board appreciated the informative presentation.

Dr. Maria Coons reviewed the May Board packet. Trustee Mundt asked about Exhibit X-A.5.b janitorial services for Building M. He questioned if Centers is providing those services per their contract. He requested more detail on which vendor provides which services.

Dr. Coons mentioned that Administrator contracts will be in the June Board packet.

The Board then commenced the Decennial Committee at 6:32 p.m. to review the draft Decennial Committee report. Minutes are recorded separately.

FORMAL ACTIONS

Member Stack moved, Member Johnson seconded to enter closed session to discuss per OMA 2 (c) (1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employee of the public body; and OMA 2 (c) (2) collective negotiating matters at 6:39 p.m.

Member Robb motioned, Member Dowell seconded to adjourn the closed session and re-enter the regular meeting at 7:14 p.m. In a roll call vote, the motion passed unanimously.

ADJOURNMENT

Member Robb moved, Member Dowell seconded, adjournment at 7:14 p.m.

In a voice vote, motion carried.

Chair

Secretary