

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, January 17, 2024

I CALL TO ORDER

The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Kelley on Wednesday, January 17, 2024, at 5:59 p.m. in the Wojcik Amphitheater.

Member Dowell led the Pledge of Allegiance.

II ROLL CALL

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

Absent: Members Nancy Robb, Pat Stack, Student Trustee Kei Smith.

Also present: Mike Barzacchini, Director, Marketing Services; Amber Blake, Manager, Internal Communications; Orlando Cabrera, Technical Support Specialist; Dr. Scott Cashman, Senior Manager, Community, Career and Corporate Education; Meg Coney, Administrative Coordinator; Dr. Maria Coons, Vice President of Strategic Alliances and Innovation/Board Liaison; Dr. Kathy Coy, Director of Institutional Research; Dr. Megan Dallianis, Interim Associate Provost, Student Success; Amanda Duval, Chief Human Resource Officer; Rob Galick, EVP Finance and Administrative Services; Dr. John Garcia, Faculty; Bob Grapenthien, Controller; Dr. Stephanie Horton, Faculty; Dr. Joanne Ivory, Interim Associate Provost & Dean Career and Technical Programs; Jeff Julian, Chief of Staff and VP of External Affairs; Andy Kidwell, Faculty; Jeannine Lombardi, Faculty; Dawn McKinley, Faculty; Dr. Maggie McKinley, Faculty; Nancy Medina, Executive Director of Facilities Management; Dr. Pardess Mitchell, Faculty; Sherese Parker, Director of Athletics; Bob Parzy, Associate Provost Enrollment Services; Crystal Peirce, Faculty; Steve Petersen, Campus Architect; Kris Piepenburg, Faculty; Kim Pohl, Director of Communications; Kimberley Polly, Dean Mathematics and Science; Dr. Avis Proctor, President; Dr. Dan Ranieri, Faculty; David Richmond, Faculty; Jaime Riewerts, Dean Liberal Arts; Darlene Schlenbecker, Vice President of Planning, Research and Institutional Effectiveness; Rebecca Scott, Faculty; Dr. Michelé Smith, Vice President of Workforce Solutions; Bobby Summers, Faculty; Dominique Svarc, Faculty; Dr. Alicia Tomasian, Faculty; Bryan Wawzenek, Manager, Communications; Dr. Ruth Williams, Provost; Riaz Yusuff, Chief Information Officer; Heather Zoldak, Chief Advancement Officer.

Guests: Emily Bothfeld, Robbins Schwartz; Shahara Byford, Byford/Pepper Construction; Jan Behounek, FGM Architects; Jim

Creath, Pepper Construction; Silas Jeffrey, RAMSA; MG Lewis, RAMSA; Camila Lohezie, RAMSA; Eric Schwartz, Pepper Construction; Emily Sulanowski, RAMSA; David Yandel, FGM Architects.

III AGENDA APPROVAL

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

Ayes: Members Greg Dowell, Herb Johnson, Diane Hill, Walt Mundt, and Bill Kelley.

Nays: None.

Motion carried.

IV PRESENTATION

Business and Social Sciences Center (Buildings I and J)

Dr. Proctor asked Rob Galick, Executive Vice President of Finance and Administrative Services, to introduce the status update on the Business and Social Sciences Center.

Mr. Galick asked representatives from FGM Architects and the RAMSA design team to provide the status update on the design process of the Business and Social Sciences Center building which will replace Buildings I and J. The project is transitioning from the schematic design phase to the design development phase. Before moving to that stage, an independent cost estimate of the project was completed and they are tracking over budget with a sizable overage. The presentation will include images of the current building as designed and provide more information about the cost estimate, the amount of the overage, and some of the issues that are contributing to the overage. They will also articulate next steps and what will be done to bring the estimate in line with the budget.

Dave Yandel with FGM Architects who has partnered with Silas Jeffrey and the RAMSA design team, shared that since June a lot of work has taken place in the schematic design phase. They have engaged the full design team, all the engineers: civil, electrical, mechanical, a theater consultant for the space, and all other key aspects that adjoin the project. About three quarters of the way through the schematic design phase, the college engaged Pepper Construction as the construction manager. Both the design team and the construction management team performed cost estimates and they are currently in the process of reconciling the numbers.

Mr. Jeffrey went through the design schedule in detail. The multi-phase process of moving in, demo of the existing buildings, and restoring the site with a wrap up in June of 2028. Final completion of the project and full use of the courtyard and the new building will be in September of 2028.

He shared that they have had a series of user group meetings. They took the information from those meetings and incorporated it into the schematic design documents, as well as developing the drawings, and the details that go into a project drawing set. That wrapped up in November and those documents were sent to the cost estimator for their review process which was completed in December.

Mr. Jeffrey and MG Lewis presented the design drawings in detail for each space. Upon completion, this new academic building will feature improved classrooms, laboratories, and an innovation space, and create much more green space outdoors.

Mr. Yandel provided an update on pricing. The total project budget established at the beginning was \$78 million with \$62 million being construction costs. They are now tracking \$10 to \$13 million over budget. Three main drivers that were not fully defined or taken into full consideration during the concept phase are theater equipment, stormwater retention, and the complexity of phasing. The theater equipment is currently in the construction budget but that will be reviewed to see if that can be part of the owner's costs instead. The latter two bigger items are related to the sitework. There is an identified need for stormwater retention that would likely be underground. That may happen in either the new courtyard or within the parking lot. With that comes an extensive amount of sitework. Lastly, the complexity of the phasing is an issue. As much as it's very feasible to build the new building around the existing building, the fact that they're building a whole level below land and some of the earth retention may create security and safety issues. Also, temporary egress that goes into building and around the existing building is much more complex than anticipated during the concept phase.

Mr. Yandel highlighted the next steps: reconcile estimates from design team and construction manager, review phasing and temporary conditions, review potential alternates and cost strategies, and provide recommendations to the college on how to bring the project within budget before moving forward. It is their goal to be fully reconciled on budget, with a clear direction, before moving forward into the next phase.

In response to Trustee Dowell, Mr. Yandel stated that they are pursuing LEED silver certification at minimum currently; however, preliminary scorecards are within LEED gold. The attributes that are outside and visible in the slides are the green roof and the very large windows. Mr. Jeffrey added that there will be a very robust exterior slope to be inherently energy efficient. Their teams are looking to provide the most responsible and efficient building for years to come based on shared

visions and a solid understanding of the college's goals for sustainability.

In response to Trustee Mundt, Dr. Proctor stated that Buildings I and J together make up the Business and Social Sciences division. Mr. Galick replied that the 20% budget increase estimate includes the contingency; however, they are reviewing the scope to determine if they can reduce costs. He also added that the theater equipment is not part of the project, and they could explore alternate funding sources for that equipment if necessary.

In response to Trustee Johnson, Mr. Yandel replied that back in June they identified and brought forth the number of parking spots lost to this project, but it was not a concern as there is ample parking available.

Trustees thanked all for the presentation.

V STUDENT TRUSTEE
REPORT

There was no student trustee report.

VI FACULTY SENATE
PRESIDENT'S REPORT

Faculty Senate President Richmond began by noting that given the extreme weather on the first day for students and the campus being closed on January 16, today was only their first day of real classes this semester; therefore, there is not a lot to share. The faculty are looking forward to working together in 2024 and thanked the Board for all the work they do.

VII PRESIDENT'S
REPORT

Dr. Proctor shared that five years ago she was here interviewing during a polar vortex and even though the campus was closed for their first day of classes due to the weather this week, the college navigated that well. This was confirmed as she walked around campus and found it to be vibrant with faculty and staff energized for teaching and learning.

She said spring enrollment continues to rebound, with tuition-bearing FTE up 6.1% and headcount up 3.2% from the year prior (as of January 16). She expressed her sincere thanks to the efforts to all who guide the work of the strategic enrollment management plan as it is reassuring to see spring enrollment continue to rebound as it did in the fall. Their focus on retention efforts is contributing to these increases as well as their digital transformation work including the CRM and recent investment in Motimatic. Their targeted outreach to students who have stopped out is showing promising results.

With the Biden-Harris administration designating the Chicago region as one of 31 innovation and technology hubs, Dr. Proctor highlighted a

new partnership with City Colleges of Chicago to develop education and training pathways leading to a skilled quantum workforce. We submitted a proposal, co-led with city colleges, and it was accepted by the Chicago Quantum Exchange. We are now in the process of pulling together partners, in Wisconsin, Indiana and throughout the region to really move forward with that project. With the support of several members of the Executive Cabinet, Dr. Susanne Brock has been leading this effort in an accelerated fashion given the quick turnaround on the proposal.

Dr. Proctor closed by noting that Congressman Raja Krishnamoorthi hosted two events earlier this month: a workforce panel discussion and a meet and greet for constituents. He has been a strong advocate for Harper and community colleges. Next month, Dr. Proctor, Jeff Julian, Chair Kelley, Trustee Johnson, and Student Trustee Smith will be in Washington DC to advocate for what is needed as a community college and within their sector. She is excited for the spring semester, and things are going well.

STUDENT SUCCESS REPORT

Programmatic Accreditations

Dr. Proctor asked Dr. Ruth Williams, Provost, to present on behalf of Dr. Rita Gura, Interim Dean, Health Careers, on specialized program accreditation.

Dr. Williams explained that specialized accreditation is a very comprehensive process in which external experts evaluate the programs to ensure they are meeting the standards of the specialized accreditor. She highlighted the importance of specialized accreditation to ensure programmatic excellence, foster continuous program improvement, and validate the quality of education in the professional world.

She noted that Harper has a large number of programs that have specialized accreditation, mostly falling within the health careers division. The process includes annual reviews, re-accreditation cycles, and ongoing tasks which continue through every semester. Each specialized accrediting body may identify different standards, however, there are common standards and benchmarks for most programs. An extensive example was provided for the most current accreditation standards for the Commission on Accreditation of Physical Therapy Education, or CAPTE.

Dr. Williams stated the purpose of specialized accreditation is to ensure quality and integrity. Standards help to provide structure, but programs do have flexibility in how they meet each standard. The accreditation process acts as a mechanism to identify strengths and areas for improvement. It also helps to foster a culture of self-reflection for

continuous improvement and ensures that programs demonstrate a high level of integrity. Most importantly, it indicates to students that the educational experience that they are investing in is high quality and aligns with industry standards. The specialized accreditation utilizes both internal and external stakeholders to assess programs. Each year, annual and or interim reports are submitted, but full re-accreditation cycles can range anywhere from 1 to 10 years. When a program is up for re-accreditation, there are a significant number of additional tasks that must be completed. Typically, the first item is a self-study report. This is a very large narrative with supporting documents that the faculty work on to identify how the program meets each of the accreditation standards. Developing a self-study report can be a daunting task, with many working on the document for six months to a year before it is submitted. Once the self-study is completed and submitted, then reviewers get to examine it and determine the areas they would like further clarification on when they come for their onsite visit.

She provided examples of the extensive self-study requirements. Each program has specific assessments they utilize that fully assess items such as the program as a whole, each course, faculty performance, outcomes, and resources. Some examples include surveys for students, faculty, clinical instructors, advisory committee members, roundtable discussion with stakeholders, employer surveys, employment surveys, pass rates on licensure exams, and so on. While Harper does a great job with programmatic assessment through the Institutional Effectiveness division, the programmatic assessment required of most programs with specialized accreditation requires even greater detail. Additionally, attaining specialized accreditation is important for professional recognition. While many of programs require accreditation to validate the quality of the education and allow students to complete licensure examinations, some of programs choose to go through this rigorous process, even if it is only recommended and not required.

Dr. Williams provided course mapping examples to help illustrate the tasks involved that provide valuable information about programs and helps to better assess and improve the program on an ongoing basis. Most importantly, compliance with accreditation standards leads to improved outcomes.

She closed by noting that programmatic accreditation is vital to the success of many programs. It allows programs to continually improve and demonstrate educational excellence. She thanked the Board for their support and the members of the college community who contribute to and are involved with this process.

Trustees thanked Dr. Williams for the informative report.

VIII HARPER EMPLOYEE COMMENTS

There were no Harper employee comments.

IX PUBLIC COMMENTS

There were no public comments.

X CONSENT AGENDA

Member Mundt 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 Greg Dowell, Herb Johnson, Diane Hill, Walt Mundt, and Bill Kelley.

Nays: None.

Motion carried.

The Consent Agenda included:

The minutes for December 6, 2023 Committee of the Whole meeting, December 13, 2023 Board of Trustees meeting; accounts payable; student disbursements; payroll for November 17, 2023 and December 1, 2023; estimated payroll for December 15, 2023 and December 29, 2023; 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; review of consortiums, cooperatives and State of Illinois contracts purchasing status report; as outlined in Exhibits X-A.1 through X-B.4.

Minutes

December 6, 2023, Committee of the Whole meeting, December 13, 2023, Board of Trustees meeting.

Fund Expenditures

Accounts Payable	\$24,129,055.91
Student Disbursements	\$67,495.08

The payroll of November 17, 2023, in the amount of \$3,371,562.88 and December 1, 2023, in the amount of \$3,378,252.13; estimated payroll of December 15, 2023, in the amount of \$3,300,000.00 and December 29, 2023, in the amount of \$3,300,000.00.

Bid Awards

Ex. X-A.3.a Accept bid and award contract for fire training equipment for the Emergency Services Training Center Project to Symtech Fire LLC, as the lowest responsible and responsive bidder in the total amount of \$375,840.00 including a base bid of \$333,400.00, 10% construction

contingency of \$33,340.00, and pre-construction services of \$9,100.00 as provided in the Operations and Maintenance (Restricted) Fund budget and contained in the Emergency Services Training Center Project budget.

Request for Proposals	Ex. X-A.4.a	Approve a proposal and award a contract to Evaluation and Grant Support Collaborative, LCC for Third-Party Evaluation Services for the National Science Foundation Advanced Technological Education Grant, in the amount of \$30,000.00, as provided in the NSF ATE Grant Program budget.
Purchase Orders	Ex. X-A.5.a	Approve a purchase order to Legat Architects for Professional Services for the Building Z Underpass Ceiling Replacement Project, in the amount of \$26,875.00, as provided in the Operations and Maintenance (Restricted) Fund budget.
	Ex. X-A.5.b	Approve a purchase order to Holabird and Root for the architectural services required to prepare the Resource Allocation and Management Plan (RAMP) document for renovations to Buildings C, L, and P, based on the 2021 Campus Master Plan, in the amount of \$67,500.00, as provided in the Operations and Maintenance (Restricted) Fund budget.
	Ex. X-A.5.c	Approve a purchase order to Crown Lift Trucks for a refurbished Encore lift truck to replace the lift truck at Building B warehouse, in the amount of \$46,013.00, as provided in the Operations and Maintenance (Restricted) Fund budget.
	Ex. X-A.5.d	Approve a purchase order to Motimatic to provide social media marketing campaigns, in the amount estimated to be \$100,000.00, as provided in the Education fund budget.
Personnel Actions		<p><u>Appointments</u> David Sroka, SM, Talent Acquisition Supervisor, Human Resources, 12/4/2023, \$65,000.00/year Kristi Broda, PT, Academic Advisor, Advising Services, 1/3/2024, \$58,000.00/year Krystal Vega, PT, Academic Advisor, Advising Services, 1/2/2024, \$54,461.00/year Linda McDonough, PT, Inside Sales/Operations Specialist, Harper Business Solutions, 11/20/2023, \$55,000.00/year Jorge Perez, PT, One Stop Center Advocate, One Stop Center,</p>

11/27/2023, \$55,000.00/year
 Michelle Sliczniak, PT, Program Specialist - CPE, Career and Technical Programs, 12/4/2023, \$54,461.00/year
 Janet Makuch, CS, Administrative Secretary, Business and Social Sciences, 12/4/2023, \$46,800.00/year
 Julissa Malagon, CS, Information Receptionist, P/T, Hawks Care Resources Center, 12/4/2023, \$22,204.00/year
 JoAnn Martinez, CS, Purchasing Assistant, Purchasing, 1/2/2024, \$58,500.00/year
 Angelica Navarrete, CS, University Center Assistant, P/T, Enrollment Services, 11/20/2023, \$14,788.80/year
 Amanda Schumacher, CS, Wojcik Conference Center Event Specialist, Business Development, 11/20/2023, \$45,045.00/year
 Robert Shepard, CS, Box Office/ID Card Office Assistant, P/T, Events Management, 12/4/2023, \$26,000.00/year
 Ricardo Aguirre, IEA, Custodian, 3rd Shift, Operations Services, 12/3/2023, \$37,772.80/year
 Alexis Rivas, IEA, Custodian, 3rd Shift, Operations Services, 11/19/2023, \$37,772.80/year

Position Changes

Tara Gray, SM, Administrative Coordinator, Workforce Solutions, 1/2/2024, \$66,593.00/year
 Ron Dickerson, PT, Technical Support Specialist, Client Systems, 1/2/2024, \$70,528.00/year
 Gabriela Sanchez, CS, Administrative Secretary, Hawks Care Resource Center, 12/4/2023, \$41,145.00/year

Separations

Employee #E21777, SM, Operations Manager, Health Careers, 12/1/2023, Termination, 1 year 6 months
 Chaitut Rongchai, SM, Evening and Weekend Supervisor, P/T, Academic Support Center, 12/15/2023, Resignation, 5 years 6 months
 David Sroka, SM, Talent Acquisition Supervisor, Human Resources, 12/11/2023, Resignation, less than one month
 Employee #E11076, IC, Police Officer, Harper College Police Department, 12/13/2023, Termination, 3 years 8 months

Board Travel	There was no Board travel.
Travel Expense Exceptions	There were no Travel Expense Exceptions.
Monthly Financial Statements	Review of monthly financial statement as outlined in Exhibit X-B.1.
Board Committee and Liaison Reports	<p>Alumni Liaison Report:</p> <p>Member Johnson reported for Trustee Stack that The HOPE Giving Circle hosted its winter social event, Charcuterie Made Easy, on Thursday, January 11th. Sixty-five HOPE donors and prospects</p>

attended along with scholarship recipients and alumni. HOPE recently surpassed over \$375,000 in funds raised for scholarship support since its inception in 2016.

The Harper Talks Alumni Podcast kicks off the new year with Alumna Jenn Mephram. Jenn was the Harper College 2023 Outstanding Recent Alumna. She shares insight into her career as the System Simulation Education Specialist for Advocate Health system where she trains nurses for all types of medical scenarios through simulation and discusses what it was like pivoting to an unexpected role during the COVID-19 Pandemic.

Harper Talks, a co-production of Harper College Alumni Relations and WHCM Radio, has produced 33 episodes since its launch in fall of 2020 and shares the stories of alumni from diverse backgrounds and experiences.

Foundation Liaison Report:

Member Hill shared that as of December 31, 2023, the Foundation is 96% to its fundraising goal for the year with \$2,468,240 in total giving for the first six months of the fiscal year.

The INSPIRE Campaign is at 108% of goal, with over \$32 million secured in donations and 69 new scholarships created since the beginning of the campaign which ends on June 30, 2024. The Foundation is in the planning stages of a campaign closing celebration.

The Harper Professional Advisors Committee is hosting the Economic Outlook 2024 with Kevin Depew, Deputy Chief Economist of RSM on February 8. The event will be held in the Wojick Conference Center and will also be streamed online. The event is free and open to the public.

The second year of the Corporate Mentorship program concluded in December. Fifteen corporations participated in the program this fall with 51 mentor/student pairings. After the completion of the program, student participants reported increased confidence in their abilities in all eight career competency skills. There was an increase of between 2-6% in each skill.

ICCTA/ACCT Liaison Report:

Member Kelley reported that he, Trustee Johnson, Student Trustee Smith, Dr. Proctor, and Jeff Julian, will be lobbying congressional leaders in Washington DC in February. There will also be an ICCTA meeting during that time. Later in February, he and Dr. Proctor will be attending the Community College Baccalaureate Association

conference and will give a presentation along with the ICCTA Executive Director Jim Reed.

Webinar on Community College Baccalaureate Degrees:
Member Johnson shared that he, Dr. Proctor, and Chair Kelley attended a webinar on December 15 from the Community College Board in conjunction with the ICCTA and it was one of the best presentations about community colleges offering four-year baccalaureate degrees. West Virginia was the first state in 1989 to offer a community college baccalaureate. Almost half of the states permit community colleges to offer baccalaureates, some more than others. The top fields of study are business, health professionals, education, early childhood development, and computer and information services. The average age of the students is 31 to 32 years old, which is not the demographic of most four-year universities. The demographic is mostly first generation and working students. The State of Washington did a deep dive on analyzing the graduation rates of community college students in the baccalaureate degree versus a four-year university and 68% of community college baccalaureates graduated, compared to 70% of a four-year university.

The average tuition for a community college was about \$4,000 annually. Public universities are at about \$14,500 and private universities \$43,000. There was little or no impact on public or private not-for-profit four-year institutions in states where community colleges conferred bachelor's degrees, but there was a negative impact on private, for-profit institutions.

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.

Review of Consortiums, Cooperatives 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.

XI NEW BUSINESS
There was no new business.

XII ANNOUNCEMENTS
BY CHAIR
Communications

There were no communications.

Calendar
Calendar dates are printed on the Agenda for Board information. The next Committee of the Whole Meeting will be Wednesday, February 14, 2024, at 5:00 p.m. in the Wojcik Amphitheater. The next Board of

Trustees Meeting will be Wednesday, February 21, 2024, at 6:00 p.m. in the Wojcik Amphitheater.

XIV ADJOURNMENT

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

In a voice vote, motion carried at 6:52 pm.

Chair

Secretary