

WILLIAM RAINEY HARPER COLLEGE
BOARD OF JUNIOR COLLEGE DISTRICT 512
COUNTIES OF COOK, KANE, LAKE, AND McHENRY, STATE OF ILLINOIS

Minutes of the Adjourned Board Meeting of Thursday, December 19, 1968

CALL TO ORDER: The adjourned meeting of the Board of Junior College District No. 512 was called to order at 8:00 p.m., December 19, 1968, pursuant to adjournment from the regular Board meeting of Thursday, December 12, 1968, at the College Board Room of the Administrative Center, at Algonquin and Roselle Roads, Palatine, Illinois, by Chairman Johnson.

ROLL CALL: Present: Members John Haas, Roy Hutchings, Jessalyn Nicklas and Richard Johnson

Absent: Members James Hamill, Milton Hansen and John Kuranz

Also present: Dr. Robert E. Lahti, Kenneth Andeen, Donald Collins, Harold Cunningham, James Harvey, Robert Hughes, William Mann, Donald Misic, Thomas Seward, Donn Stansbury, John Thompson, Frank Vandever, and John Upton, Harper College; Frank Hines, Board Attorney; Roy Mueller, Corbetta Construction Co.; E. Tymura, Fridstein, Fitch & Partners; Frank Elias and K. Buford, MBM; Mary Schlott, Paddock Publications; and Ruth Schulman, Day Publications.

MINUTES: Member Hutchings moved and Member Haas seconded the motion to approve the minutes of the meeting of Dec. 12, 1968, as distributed. Motion unanimously carried.

DISBURSEMENTS: Member Hutchings moved and Member Haas seconded the motion that W. J. Mann, Dean of Business, be authorized to approve the following construction payouts:

H. S. Kaiser Co.	\$41,738.08
William Zeigler & Son	7,826.40

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hutchings, Nicklas
and Johnson

Nays: None

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DISBURSEMENTS: Member Haas moved and Member Hutchings seconded the Bills Payable motion to approve for payment the bills payable as of December 19, 1968, as follows:

Educational Fund	\$ 71,548.00
Building Fund	32,347.76
Site & Construction Fund	29,284.60
Auxiliary Fund	<u>8,115.07</u>
	<u>\$141,295.43</u>

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hutchings, Nicklas and Johnson
Nays: None

Payrolls Member Haas moved and Member Nicklas seconded the motion to approve for payment the Payroll of December 1 through 15, 1968, in the amount of \$74,870.25, and the Estimated Payroll of December 16, 1968 to January 15, 1969, in the amount of \$210,000.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hutchings, Nicklas and Johnson
Nays: None

Chairman Johnson stated that it was necessary for Member Haas to leave the meeting and before that occurred the Board would move to items on the agenda which would require action of a quorum of the Board of Trustees. He then stated they would move to New Business.

NEW BUSINESS: The Board discussed the bid for the purchase of tape duplicators. Mr. Mann informed the Board that this is complex equipment and not many companies handle it.

Member Haas moved and Member Nicklas seconded the motion that the bid for the purchase of tape duplicators be awarded to Visualcraft, not to exceed \$7,080.00, as follows:

1. Infonics Tape Duplicator, 74M-2	\$1,790.00
2. Infonics Cassette Tape Dupl. RC-2	2,740.00
3. Infonics Cassette Dupl. Slave CS-2	2,550.00

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hutchings, Nicklas and Johnson
Nays: None

Minutes of Adjourned Board Meeting of Thursday, December 19, 1968

NEW BUSINESS:
(Cont.)Acceptance of
Resignation
Director of
Counseling

Dr. Lahti called attention to Exhibit B in reference to the resignation of Dr. Thomas Seward, Director of Counseling. Dr. Lahti stated he felt the recommendation of Dr. Harvey, Dr. Seward's immediate supervisor, was self-explanatory. He stated Dr. Harvey recommended to Dr. Lahti the acceptance of Dr. Seward's resignation, and Dr. Lahti was, in turn, recommending it to the Board.

Chairman Johnson stated he understood this letter of resignation was in protest to the non-reappointment of Mr. E. Kalish.

Member Haas moved and Member Nicklas seconded the motion that the resignation of Dr. Seward be accepted.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hutchings, Nicklas and Johnson

Nays: None

Non-reappoint-
ments

Dr. Lahti called attention to Exhibits C and D, in reference to the non-reappointments of Dr. Betty Enbysk and Mr. E. Kalish, stating he thought they were self-explanatory. He stated the recommendations came from the Division Chairmen, who have worked closely with these two persons for two years. The recommendations were made to Dr. Andeen, Dean of Instruction, and then to Dr. Lahti. Dr. Lahti stated he concurred in each case and was asking that these non-reappointments be made official at this Board meeting.

Chairman Johnson reviewed the recommendations made in Exhibit C by the Division Chairman and the Dean of Instruction in reference to Dr. Enbysk. In accordance with these recommendations, he stated, Dr. Lahti has given official notification under Sections 3.0.4, A-1, and 3.0.5, C-2, of the Policy Manual, in a letter dated December 13, 1968, that probationary appointment will not be renewed.

Chairman Johnson also reviewed the recommendations made in Exhibit D by the Division Chairman and the Dean of Instruction in reference to Mr. Kalish. In accordance with these recommendations, he stated, Dr. Lahti has given official notification under Sections 3.0.4, A-1, and 3.0.5, C-2, of the Policy Manual, in a letter dated December 11, 1968, giving official notification that probationary appointment will not be renewed.

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NEW BUSINESS:
(Cont.)
Non-reappoint-
ments

Member Haas moved concurrence of the Board, and Member Nicklas seconded the motion, with the non-reappointments of Dr. Betty Enbysk and Mr. E. Kalish as presented.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hutchings, Nicklas and Johnson

Nays: None

At this point Chairman Johnson stated he felt some comments were in order.

Member Haas stated he was thoroughly in agreement that it was not necessary to have a hearing on these contracts, but felt the point had been reached where the Board needed to make some judgment as to whether this type of situation was going to be of a long-term hurt to the institution--what effect it might have on the public. He stated the Board members might reconsider opening the files for the benefit of the public and the press. He informed the Board he was not asking them to take action at this time, merely to give some thought to it.

Chairman Johnson commented this might jeopardize the future careers of these people.

Member Hutchings stated that the problem right now is that the people responsible for the staff have decided these people are not qualified for the college staff.

Chairman Johnson pointed out two things to the Board. First, he stated a petition had just been handed to him by Dr. Seward, which he had discussed with him the previous evening. Dr. Seward had indicated this had been released to the newspapers and that he felt, with any degree of propriety, it should have gone to the Board first. Chairman Johnson reported he had suggested Dr. Seward give the petition to Dr. Andeen and not worry about rushing them to Board members the night before the meeting. Secondly, Chairman Johnson stated, with respect to the faculty, the policy which the Board had adopted in good faith was that faculty would be notified about their contracts by December 15. He stated that this Board had never acted capriciously--this was the existing policy and had been followed.

Minutes of Adjourned Board Meeting of Thursday, December 19, 1968

NEW BUSINESS:
 (Cont.)
 Non-reappoint-
 ments

Dr. Lahti stated that, unless the Board wished to review the policy and change it at a later date, it had been followed to the letter.

Chairman Johnson stated that much feeling had been leveled at the administration. He pointed out that the Board had met in executive session and had concurred on this situation, that it was the Board acting not the administration.

Member Hutchings read the first paragraph of the petition, "No one concerned with education would deny faculty the right to speak freely on educational policy or matters involving their own welfare." He stated this is the philosophy of the Board. Chairman Johnson agreed. Dr. Lahti stated he did not know of any administrators who would not agree with that statement.

Member Haas read the rest of the petition, which expressed concern that this right had been abrogated. The Board expressed a difference of opinion with this part of the petition.

Chairman Johnson commented that Harper College had enjoyed an excellent relationship with the community, which had been reflected in the newspapers up to this point.

Dr. Lahti informed the Board a committee of the faculty had been appointed and had contacted Dr. Andeen and himself. He stated they have every intention of responding to the faculty. Dr. Andeen concurred.

Chairman Johnson stated he was confident that this committee, after discussing this situation with the administrative officers, will support the Board of Trustees and, if they do, he stated he hoped they have the courage to so indicate.

Southwest
 Campus Project

Mr. Mann called attention to a letter of recommendation from Mr. E. Finlay of Caudill Rowlett Scott, architects (attached to official copy of minutes). Both Mr. Collins and he had been involved with the negotiations on the improvement of the southwest campus.

Mr. Collins explained that the figure of \$324,500.00 was the total cost estimate from the contractor for

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NEW BUSINESS:
 (Cont.)
 Southwest
 Campus Project

the southwest corner. This excludes the field surface for the football field, track, the watering system, tennis court surfacing, fence and lighting for tennis courts and baseball diamond and backstop. He went on to say that the figure of \$300,500.00 is the top contract amount which includes the site work. He went into further detail on a break-down of the \$300,500.00. He reported that the figure of \$24,000.00 would be a contingency fund for peat removal. Mr. Collins stated soil borings showed some peat. If it becomes a problem, a \$17,000.00 credit will be used and the parking spaces omitted. In this manner, there will be a reserve. Mr. Collins informed the Board that Mr. Finlay had reserved the right with Corbetta Construction Company that the \$300,500.00 figure was on a negotiable basis downward only, if less soil than estimated was actually removed. He stated that another cost figure will be obtained for the items that were excluded.

Member Haas moved and Member Nicklas seconded the motion that the contract for the Southwest Campus Project be awarded to the Corbetta Construction Company, not to exceed \$300,500.00, as outlined, and a construction budget be established of \$324,500.00, which construction budget is to take care of all contingencies regarding peat removal, etc.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hutchings, Johnson and
 Nicklas
 Nays: None

Member Haas left the meeting at 8:40 p.m.

Report: CPM-- Chairman Johnson stated that with Member Haas leaving Representatives the meeting, there was no quorum. The Board would proceed on an informative basis with respect to the other from Fridstein, Fitch & Partners, items on the agenda, which information would be relayed MBM, and Corbetta to the other Board members.
 Construction Co.

Dr. Lahti stated a full report was desired from the representatives of Fridstein Fitch & Partners and MBM as to progress and the opportunity to exchange ideas.

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NEW BUSINESS:

(Cont.)

Report: CPM--
 Representatives
 from Fridstein,
 Fitch &
 Partners, MBM,
 and Corbetta
 Construction Co.

Mr. Collins introduced Mr. E. Tymura from Fridstein, Fitch & Partners. Mr. Tymura stated progress is satisfactory on the project, as far as they were concerned. He stated provisions were being made for enclosing unfinished areas so trades can proceed in inclement weather with interiors of the buildings. He also stated they were pressing the heating contractor, making provisions for temporary heat for next month.

Mr. Frank Elias of MBM stated the situation was not quite as rosy as one might think. He introduced Mr. Kenneth Buford who is in charge of the construction management group for MBM.

Mr. Buford stated MBM had put forth special effort, particularly since the beginning of August, with a series of more informative reports. He pointed out that in these reports they have tried to demonstrate those buildings on schedule, those that need attention, and those behind schedule. He stated that there should be temporary heat and temporary enclosure, so the tradesmen can be kept on the job at this time of year. He discussed various areas which were behind schedule and pointed out that at this particular point the construction should be about 50% complete; that it is a point in the project where a maximum number of manpower and the greatest productivity is required. He stated that every effort is being made to keep this movement going, that they were not trying to give the impression the project would not be completed on time. He informed the Board that at this point they were operating twenty days behind schedule. He stated there is work going on, there is more work that could be going on; that they feel some if it is manpower, some of it is internal coordination within the mechanical trades themselves; and that there is still equipment missing from the boiler plan.

Chairman Johnson asked Mr. Buford if it should be characterized as "dire need" as was done in a letter dated November 29, 1968. Mr. Buford stated he would characterize it the same way now because he thought it still needed attention. He went on to say that people working for MBM have indicated that the level of work is not too much different from October 23, the date of the last analysis of the whole unit. There are areas which indicate the mechanical trades are not working at the

Minutes of Adjourned Board Meeting of Thursday, December 19, 1968

NEW BUSINESS:

(Cont.)

Report: CPM--
Representatives
from Fridstein,
Fitch &
Partners, MBM,
and Corbetta
Construction Co.

rate they could be at this point. He stated he was much less satisfied with progress at this time, that they still feel there are problems but efforts are being made by all parties. He reported there have to be continued efforts and improvement, pointing out that obviously it is of no benefit to any of the contractors to go beyond July and that they are interested in completing as early as they can. He stated MBM wants to help in achieving that goal.

Mr. Elias pointed out that on the resume of buildings shown ahead of schedule, they can already spot trouble; buildings behind schedule, they can see where they are improving.

Chairman Johnson thanked Mr. Elias and Mr. Buford for their presentation.

Mr. Collins introduced Mr. Ray Mueller, of Corbetta Construction Company. Mr. Mueller elaborated on the construction progress, stating they have utilized overtime because of manpower not available. He stated the mechanical trades have generally the same problem. He informed the Board that in the discussion of the day before, a decision was made to scaffold in so brick work will be able to proceed in any kind of weather. They anticipate they probably will need a period of four weeks to adapt that decision. He stated there has been a glass problem on the job. Mr. Mueller reported he felt the job was on schedule about 60 to 65%. He stated they were getting cooperation from mechanical contractors, and that they were handling their phase of the job, in his opinion. He informed the Board they anticipated starting the boilers the next week.

Chairman Johnson thanked Mr. Mueller for his report.

Mr. Tymura informed the Board, relative to payments, that they have paid out approximately 68% and the construction is about 63%. He stated the main things are being taken care of very well and there was no immediate concern with mechanical or general contractors.

Chairman Johnson thanked Mr. Tymura for his report.

PRESIDENT'S
REPORT:
 Metropolitan
 Sanitary
 District


Dr. Lahti reported that Mr. Mann and he had been attending the annual budget hearings of the Metropolitan Sanitary District. He stated they are optimistic the MSD will provide a solution for Harper College, and that a committee of the board of seven gave Harper College highest priority, with two other projects, which they will bring back Monday. He reported they were assured that MSD is going to provide a solution for Harper.

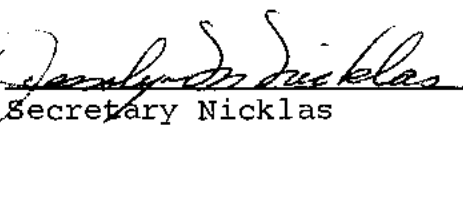
Chairman Johnson discussed the problems the Metropolitan Sanitary District face, relative to lack of funds, and the dedication of the Trustees and Superintendent in trying to do the best they can with the resources they have.

Chairman Johnson read a letter from Robert McDonough, a student at Harper College, registering a protest on the non-reappointment of Mr. E. Kalish.

Chairman Johnson informed the Board a land problem had arisen which would require an executive session after the Board meeting.

Member Nicklas moved and Member Hutchings seconded the motion that the meeting be adjourned at 9:30 p.m. Motion unanimously carried.


 Chairman Johnson


 Secretary Nicklas

WILLIAM RAINEY HARPER COLLEGE

December 19, 1968

To: Board of Trustees

From: Administration

Subject: Construction Payouts

The following construction payouts have been recommended for payment by our architect and have been reviewed by Mr. Hughes, Superintendent of Buildings and Grounds.

The administration recommends that W. J. Mann, Dean of Business, be authorized to approve the following construction payouts:

H. S. Kaiser Co.	\$ 41,738.08
William Zeigler & Son	7,826.40

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
PALATINE, ILLINOIS 60067

BILLS FOR APPROVAL
December 19, 1968

I.	BILLS PAYABLE		<u>PAGES</u>
	Educational Fund	\$ 71,548.00	5
	Building Fund	32,347.76	2
	Site & Construction Fund	29,284.60	2
	Auxiliary Fund	8,115.07	2
		<u>\$141,295.43</u>	
II.	PAYROLLS		
	Payroll, December 1 - 15, 1968	\$ 74,870.25	8
	Estimated Payroll, December 16, 1968 to January 15, 1969	\$210,000.00	1

WILLIAM RAINY HARPER COLLEGE
 DISTRICT NO. 512
 PALATINE, ILLINOIS 60067

EDUCATIONAL FUND EXPENDITURES -- DECEMBER 19, 1968

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Prudential Insurance Co.	Health & Life Insurance	\$ 5,147.16	9399
Harper College Building Fund	Interfund Payables-Tax Receipts	1,757.28	9400
Harper College Site & Construction Fund	Interfund Payables - Instructional Equipment	28,045.29	9401
American Envelope Co.	Office Supplies	204.43	9402
Order from Horder	Office Supplies	121.49	9403
Langer Printing Co.	Office Supplies	252.70	9404
3M Business Products Sales	Duplicating Supplies	1,509.42	9405
Harper College Bookstore	Office Supplies; Library Books	275.75	9406
McGraw Hill Book Co.	Classroom Supplies	15.16	9407
Babbey Office Machines	Typewriter Rentals	60.00	9408
White Collar Girls of America	Contractual Services	1,103.42	9409
David E. Campbell, Asst. Prof.	Academic Evaluation	50.00	9410
James D. Compton	Academic Evaluation	50.00	9411
The Flax Co.	Drafting Supplies	38.16	9412
Frederick Post Co.	Drafting & Technical Supplies	169.02	9413
Crown Supply Co.	Instructional Supplies - Mechanical Design	212.99	9414
Cardinal Supply Co.	Classroom Supplies	15.35	9415
Educational Aids Service	Technical Supplies	30.30	9416
Laury Smith	Modeling	14.88	9417
Susan Goodling	Modeling	14.88	9418
Cheryl Jorgenson	Modeling	6.38	9419
Chris Polan	Modeling	10.63	9420
Harry Tulchin	Modeling	20.83	9421
Allied Electronics Corp.	Lab. and Audio Visual Supplies	22.92	9422

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Carol Weatherby	Contractual Services - Accompanist	\$ 20.00	9423
Ray Papai	Contractual Services - Musician	30.00	9424
Russell Harvey	Directing	100.00	9425
Semiconductor Specialists	Technical Supplies	551.74	9426
Huot Mfg. Co.	Instructional Equipment - Electronics	325.50	9427
Void	Void	-0-	9428
Pulver Machinists Supply	Technical Supplies & Instructional Equipment - Mechanical Design	1,629.05	9429
Keuffel & Esser Co.	Technical Supplies - Numerical Control	5.18	9430
Glo Brite Products	Instructional Supplies - Numerical Control	38.12	9431
Atlas Material Handling Equipment	Instructional Equipment - Numerical Control	288.38	9432
Educational & Institutional Cooperative Service	Office Equipment - Vocational Instructional Supplies	179.00	9433
National Steel & Copper Plate Co.	Instructional Supplies	53.44	9434
James Roberts	Modeling	4.68	9435
Marsha Williksen	Modeling	31.88	9436
Dick Blick	Instructional Supplies - Art	48.00	9437
Karnes Music Co.	Sheet Music	11.50	9438
Denoyer-Geppert Co.	Human Skeleton & Stand	379.00	9439
Welch Scientific Co.	Wattmeters	335.25	9440
Scientific Glass Apparatus	Lab. Supplies	13.85	9441
Sargent-Welch Scientific Co.	Lab. Supplies	29.65	9442
D. L. Saslow Inc.	Lab. Supplies	71.40	9443
Easy Travel Service	Travel - J. Siedband	66.00	9444

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Universal Stationers	Office Supplies	\$ 5.46	9445
International Business Machines	Typewriter	310.00	9446
Seattle Community College	Office Supplies	10.00	9447
BNA Inc.	Film Rental	20.00	9448
Alpine Camera Inc.	Audio Visual Supplies	126.95	9449
Industrial Education Films	Film Rental	40.00	9450
Southern Illinois University	Film Rental	13.50	9451
McGraw Hill Book Co.	Tapes	352.52	9452
Triangle Camera Co.	Audio Visual Supplies	11.00	9453
Contemporary Films	Film Rental	9.50	9454
Die Service Inc.	Audio Visual Aids	13.89	9455
AFL-CIO Film Division	Film Rental	7.50	9456
A. C. McClurg & Co.	Library Books	467.54	9457
Bro-Dart Inc.	Library Books	3,004.93	9458
Remington Rand Office Systems	Library Cabinets	318.50	9459
Burke Audio Visual Service	Projectors	381.00	9460
Management Information Services	Professional Book	36.50	9461
Sheridan Psychological Services	Vocational Library Supplies	50.28	9462
American College Testing Program	Office Supplies	114.16	9463
Runkle Thompson Kovats	Printing	1,198.00	9464
Western Concessions	Meeting Expense	473.65	9465
Stivers Lifesavers Inc.	Contractual Services	219.38	9466
Kelly Services, Inc.	Contractual Services	299.95	9467
Addressograph Multigraph	Equipment Repair & Rental	74.78	9468
Forest-Atwood Paper Co.	Printing & Duplicating Supplies	243.00	9469
Paddock Publications	Legal Notice & Want Ad	25.83	9470
First Bank & Trust Co.	Rental of Safety Deposit Box	21.00	9471
Accounting Machines Sales	Equipment Rental	95.00	9472
Capitol Discount Co.	Equipment Rental	95.00	9473
Vivian Stewart	Medical Examination	17.00	9474
Robert Thornhill	Medical Examination	15.00	9475
Joliet Junior College	Chargeback	127.50	9476
Triton Community College	Chargeback	4,655.00	9477
Harper College Trust & Agency Fund	Transfer of Part of Student Activity Fees	10,000.00	9478

PAYEE

Prudential Insurance Co.
Easy Travel Service

DESCRIPTION

Health & Life Insurance
Travel - D. Stansbury, R. Sedrel,
J. Roloff, J. Singelmann, R. Thieda,
G. K. Andeen (Cr.), W. Mann (Cr.)

CHECK
NUMBER

9479

CHECK
AMOUNT

\$ 5,222.62

9480

112.00
\$71,548.00

TO: TREASURER

FROM: BOARD OF TRUSTEES

The above listed checks number 9399 to 9480 are hereby authorized for payment.

Date of Approval: December 19, 1968

Chairman: Richard L. Johnson

Secretary: Joseph D. Dickler

EDUCATIONAL FUND SUMMARY -- DECEMBER 19, 1968

Stationery Inventory	162.01	
Interfund Payables	231.00	\$ 2,020.37
<u>Instructional Expense</u>		39,802.57
Contractual Services	520.00	
Classroom Supplies	530.00	1,507.24
General Materials & Supplies	540.00	2,980.07
Library Books	537.00	289.12
Travel	554.00	3,490.97
Capital Outlay - Equipment	585.00	109.85
<u>Administrative Expense</u>		3,142.09
Contractual Services	520.00	
General Materials & Supplies	540.00	519.33
Travel & Meeting Expense	550.00	1,749.71
Rental - Equipment	576.00	465.65
<u>Institutional Expense</u>		211.00
Innovative Travel		88.00
Group Insurance		10,369.78
Medical Examinations		32.00
Chargebacks		4,782.50
		<u>\$71,548.00</u>

BUILDING FUND EXPENDITURES -- DECEMBER 19, 1968

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Harper College Educational Fund	Interfund Payable Balance		
	Salaries \$25,292.62		
	Equipment 1,140.13		
	Supplies 40.09		
	Travel 7.00	\$26,479.84	1189
Kelly Services, Inc.	Contractual Services	246.69	1190
Albert Peterson	Equipment Rental - Cement Mixer	125.00	1191
Heller Lumber Co.	Building Materials & Maintenance Supplies		
	Glass	38.04	1192
Elgin Macor Inc.	Building Materials & Supplies	28.24	1193
Addison Building Materials Co.	Void	62.32	1194
		-0-	1195
Riemer Bros., Inc.	Demolition of Biddle Farm Buildings	655.00	1196
The Roscoe Co.	Custodial Supplies & Uniforms	294.40	1197
Empire Cooler Service	Custodial Supplies	34.94	1198
P & W Industrial Sales	Groundskeeping Equipment	105.85	1199
Sears Roebuck & Co.	Groundskeeping Equipment	35.87	1200
Country Gas Co.	Thermogas	216.32	1201
Arlington Oil Co.	Oil	10.71	1202
Illinois Bell Telephone Co.	Telephone Services - October & November		
	Forms	3,619.59	1203
Victor Business Forms Group	Forms	197.57	1204
Mine Safety Appliances Co.	First Aid Cabinet	37.83	1205
Davidsmeyer Bus Service	Bus Service	120.00	1206

BUILDING FUND EXPENDITURES -- DECEMBER 19, 1968

PAYEE

Twinbrook V & S Hardware
 Rays Heating & Plumbing
 Ace Hardware
 Graybar Electric Co.
 Gateway Supply Co.

DESCRIPTION

Maintenance Supplies
 Maintenance Supplies
 Maintenance Supplies
 Meter
 Building Materials

CHECK
 AMOUNT

2.64
 4.91
 13.32
 15.00
 3.68
\$32,347.76

CHECK
 NUMBER

1207
 1208
 1209
 1210
 1211

TO: Treasurer

From: Board of Trustees

The above listed checks number 1189 to 1211 are hereby authorized for payment.

Date of Approval: December 19, 1968

Chairman:

Richard S. Johnson

Secretary:

Joseph S. Truckla

BUILDING FUND SUMMARY

Interfund Payables - Educational Fund
 Contractual Services
 Materials & Supplies
 Utilities
 Fuel, Heating
 Telephone Service
 Rentals - Bus
 Capital Outlay
 Site Improvement
 Building Renovation
 Equipment

231.01
 520
 540
 571
 573
 576
 582
 584
 585
 26,479.84
 246.69
 570.11
 227.03
 3,619.59
 120.00
 655.00
 234.95
 194.55
\$32,347.76

WILLIAM RAINEY CARPER COLLEGE
 DISTRICT NO. 512
 PALATINE, ILLINOIS 60067

SITE & CONSTRUCTION FUND EXPENDITURES -- DECEMBER 19, 1968

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Void	Void	\$ -0-	632
Caudill Rowlett Scott	Architects Fees, Phase II, \$ 9,647.59		
	Architects Fees, Site Development 17,550.00		
	Architects Fees, Interiors 1,549.08	28,746.67	633
Fridstein Fitch & Partners	Freight - Plans	8.48	634
Keuffel & Esser Co.	Engineering Equip. Title VI	73.15	635
Clay Adams Co.	Dental Hygiene Equip.		
	Reimbursable	250.00	636
Educational & Institutional Cooperative Service, Inc.	Dental Hygiene Equip.		
	Reimbursable	45.30	637
A. J. Nystrom & Co.	Dental Hygiene Equip.		
	Reimbursable	161.00	638
		<u>\$29,284.60</u>	

TO: TREASURER

FROM: BOARD OF TRUSTEES

The above listed checks number 632 to 638 are hereby authorized for payment.

Date of Approval: December 19, 1968

Chairman: Richard L. Johnson

Secretary: Janet M. Suckla

SITE & CONSTRUCTION FUND SUMMARY

Architectural Fees, Phase I
Architectural Fees, Phase II
Vocational Equipment-Engineering
Vocational Equipment-Dental Hygiene
Long Term Liabilities

586
586
138.91

\$ 1,557.56
31,954.50
73.15
456.30
(4,756.91)
\$29,284.60

WILLIAM RAINY PER COLLEGE
 DISTRICT NO. 512
 PALATINE, ILLINOIS 60067

AUXILIARY FUND EXPENDITURES -- DECEMBER 19, 1968

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
John Gelch	Travel Expense	\$ 249.00	455
Paddock Publications	Want Ads	40.01	456
John Sexton & Co.	Purchases - Food	77.49	457
Allen Bros. Inc.	Purchases - Food	61.60	458
O. H. Bambas Tobacco Co.	Purchases - Food	59.05	459
Burny Bros.	Purchases - Food	38.59	460
Jewel Food Marketers	Purchases - Food	160.45	461
Frito Lay Inc.	Purchases - Food	38.40	462
Kraft Foods	Purchases - Food	51.07	463
Oscar Mayer & Co.	Purchases - Food	12.10	464
Nedlog Co.	Purchases - Food	6.48	465
Silvercup Bakers	Purchases - Food	38.02	466
Illinois Bell Telephone Co.	Telephone Service	82.20	467
Dave Theesfeld	Officiating - Wrestling	20.00	468
Bill O'Neill	Officiating - Wrestling	20.00	469
Bill O'Neill	Officiating	20.00	470
John Ellis	Officiating	20.00	471
Cunningham-Reilly Inc.	Athletic Supplies	1,048.10	472
Parrish Sporting Goods	Athletic Equipment	430.39	473
Schaumburg Transportation System	Bus Service	328.00	474
White Collar Girls of America	Contractual Services	120.00	475
Dept. of Revenue	Sales Tax - August	314.24	303*
Dept. of Revenue	Sales Tax - September	4,879.88	304*
		<u>\$8,115.07</u>	

*Omitted from Board Listing 10-31-68.

TO: TREASURER
 FROM: BOARD OF TRUSTEES

The above listed checks number 455 to 475 including checks 303 and 304 are hereby authorized for payment.

Date of Approval: December 19, 1968

Chairman: Richard L. Johnson

Secretary: Paula M. Dickel

AUXILIARY FUND SUMMARY

Cafeteria

Want Ads	546.10	40.01	
Food Purchases		<u>543.25</u>	583.26

Bookstore

Telephone	573.00	82.20	
Sales Tax	255.00	<u>5,194.12</u>	5,276.32

Intercollegiate Athletics

Officiating	529.00	80.00	
Supplies	539.00	1,478.49	
Travel	554.00	249.00	
Bus Rental	556.00	<u>328.00</u>	2,135.49

Data Processing Equipment Leasing

Contractual Services		120.00	
		<u>\$8,115.07</u>	

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
PALATINE, ILLINOIS 60067

TO: TREASURER

FROM: BOARD OF TRUSTEES

SUBJECT: Approval of Estimated Payroll Expenditures
 December 16, 1968 to January 15, 1969.

The following estimated Payrolls in the amount of \$210,000.00
are hereby authorized for payment.

DECEMBER 16 - 31, 1968	
Regular Payroll	\$128,000.00 *
 JANUARY 1 - 15, 1969	
Regular Payroll	<u>82,000.00</u>
	<u>\$210,000.00</u>
	<u> </u>

DATE OF APPROVAL: DECEMBER 19, 1968

CHAIRMAN:

Richard L. Johnson

SECRETARY:

Jessie S. Smith

*Includes part-time teachers payroll.

FOR BOARD ACTION

I. SUBJECT:

Recommendation for the awarding of bid for the purchase of tape duplicators.

II. REASON FOR CONSIDERATION BY THE BOARD:

Total request is in excess of \$5,000 and requires Board approval.

III. INFORMATION:

In accordance with Board purchasing policy, specifications have been established, advertisements placed and bids tabulated for the subject items.

Six requests for the bid were sent out and five responses were received. The results are as follows:

<u>BIDDER</u>	<u>VISUALCRAFT</u>	<u>J. COLBURN</u>	<u>INFONICS</u>	<u>ELECTRONIC SOUND</u>	<u>EDISON VOICE</u>	<u>MIDWEST VISUAL</u>
<u>ITEM</u>						
1. Infonics Tape Duplicator, 74M-2	\$1,790.00	N.R.	\$1,895.00	*N.B.	N.B.	N.B.
2. Infonics Cassette Tape Dupl., RC-2	2,740.00	N.R.	2,895.00	*N.B.	N.B.	N.B.
3. Infonics Cassette Dupl. Slave, CS-2	2,550.00	N.R.	2,695.00	*N.B.	N.B.	N.B.

* Bid Incorrect Prices - withdrew bid.

IV. RECOMMENDATION:

The Administration recommends that the award be made to Visualcraft for a total of \$7,080.00.

These items are included in our Title VI application and if they are approved by the State we will receive a 50% reimbursement from the State.

December 19, 1968

MEMORANDUM

TO: BOARD OF TRUSTEES

FROM: OFFICE OF THE PRESIDENT

On 12 December 1968, I received a communication from the office of Dr. James Harvey in reference to the tendering of the resignation of Dr. Thomas Seward, Director of Counseling.

Dr. Harvey has discussed with Dr. Seward his resignation, and after this discussion recommended to the President that his resignation be accepted.

After careful study of this, it is my recommendation to the Board that the resignation of Dr. Thomas Seward, be accepted.

MEMORANDUM

SUBJECT: Contract for Dr. Betty Enbysk for the year 1969-1970

TO : Dr. Kenneth Andeen

FROM : John H. Thompson

Under the provisions of paragraphs 3.0.5 A and 3.0.5 C of the Harper Policy Manual, I recommend that Dr. Betty Enbysk not be issued a contract for the year 1969-1970. It is my understanding that the individual involved be informed of this decision (providing it is jointly shared by the responsible reviewing personnel) by Dec. 15, 1968. It is also my understanding that cause for this decision not necessarily be shown.

RECEIVED
DEC 10 1968
DEAN OF
INSTRUCTION



CONFIDENTIAL MEMORANDUM

December 13, 1968

TO: Dr. Lahti

FROM: Dr. Andeen

SUBJECT: Notice of Non-reappointment of
Dr. Betty Enbysk

After a careful review of the entire situation I concur with the recommendation of Mr. John Thompson, Chairman of the Division of Science and Math.

GKA/js
Attachment

December 13, 1968

Dr. Betty Enbysk
928 Bradford Court
Schaumburg, Illinois

Dear Dr. Enbysk:

In accordance with Sections 3.0.4, A-1, and 3.0.5, C-2, of the Policy Manual, notice is hereby given you that your probationary appointment to the faculty of William Rainey Harper College for the academic year 1968-69, will not be renewed, and you will not be re-appointed.

Sincerely,

Robert E. Lahti
President

rb

cc: Andeen, Birkholz, Johnson

MEMORANDUM

November 22, 1968

TO: DR. K. ANDEEN
FR: JOHN BIRKHOLOZ
RE: FACULTY APPOINTMENTS -- MR. E. KALISH

I recommend that Mr. E. Kalish not be reissued a contract for the 1969-70 school year as outlined in the Policy Manual, Section 3.0.4, A-1:

"Probationary appointments are for one year and place no obligation on the college for renewal or to specify cause. These appointments are subject to renewal on a year-to-year basis for a period of three years but not to exceed seven years. Faculty serving with probationary appointments will enjoy academic freedom on an equal basis with other members of the faculty."

I believe the next procedure in following up on this recommendation is provided in Section 3.0.5, C:

"The Board and the non-tenured faculty will be given notice of non-reappointment, or intention not to recommend reappointment, in writing and:
1. Not later than March 1 of the first academic year of service, and
2. Not later than December 15 of the second and succeeding academic years of service."

In this case, your office should notify Mr. Kalish by December 15 as outlined in number 2, Section 3.0.5, C:

"2. Not later than December 15 of the second and succeeding academic years of service."

JRB:by



CONFIDENTIAL MEMORANDUM

December 2, 1968

TO: Dr. Lahti

FROM: Dr. Andeen *J.A.*

SUBJECT: Notice of Non-reappointment of
Mr. Edward Kalish

After a careful review of the entire situation I concur with the recommendation of Mr. Birkholz, Chairman of the Division of Business and Social Sciences.

GKA/js
Attachment

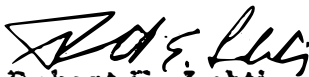
December 11, 1968

Mr. Edward Kalish
1986 Algonquin Road
Mt. Prospect, Illinois 60056

Dear Mr. Kalish:

In accordance with Sections 3.0.4, A-1, and 3.0.5, C-2, of the Policy Manual, notice is hereby given you that your probationary appointment to the faculty of William Rainey Harper College for the academic year 1968-69, will not be renewed, and you will not be re-appointed.

Sincerely,


Robert E. Lahti
President

rb
cc: Andeen, Birkholz,
Johnson

all the numbers 12-10-68

C
O
P
Y

CAUDILL, ROWLETT & SCOTT
3636 Richmond Avenue
Houston, Texas 77027

December 19, 1968

William J. Mann, Dean of Business
William Rainey Harper College
Algonquin & Roselle Roads
Palatine, Illinois 60067

Re: Southwest Campus Corner Development

Bill:

We recommend that a construction budget of \$324,500.00 be approved for the construction of a perimeter road, parking lot, drainage facilities, earth work, top soil and spreading, seeding and planting for open play field areas in the southwest corner of the campus site. This budget figure does not include court development for tennis, track, and development of the baseball and football fields.

We also recommend that a quotation of \$300,500.00 from Corbetta Construction Company, based on our drawings and specifications for this work, be accepted. Corbetta Construction Company has also quoted a \$17,000.00 credit to be given for reducing the northern part of the parking lot (93 spaces) which the college may accept as a deduct alternate. We recommend that acceptance of this alternate be held in abeyance at this time but be considered as a future possibility, pending actual start of the construction on this area of the parking lot.

Best regards.

Sincerely yours,

Louis E. Finlay
CAUDILL ROWLETT & SCOTT

LEF:jg
cc: R.E.Lahti
D.Collins
R. Fridstein

PETITION TO THE BOARD OF HARPER COLLEGE

No one concerned with education would deny faculty the right to speak freely on educational policy or matters involving their own welfare.

However, we the undersigned, wish to express our gravest concern that this right has been abrogated; and that three faculty members - one through resignation, the others through non renewal of contract - will be leaving Harper College because of it.

The denial of this right to speak freely has produced an atmosphere in which the senate and the faculty as a whole are convinced that to openly disagree with the administration is to invite dismissal. Such an atmosphere must adversely effect the quality of education at Harper College.

As faculty we are deeply dismayed, not only personally, but because of our desire to serve the community by providing the best education possible. The current situation at Harper is such that this is prevented. We know that the Board and the community share our concern, and it is to this end that our petition is addressed.

Marti J. [unclear]
 Michael W. [unclear]
 Frank L. [unclear]
 Frank Edmund Smith
 Michael R. Dostrowski
 Ronald Stewart
 Daniel J. [unclear]
 Robert R. [unclear]
 [Redacted]
 [unclear]
 Jacqueline M. Urbanski
 R. C. Seward
 Robert L. Smith
 Lester P. Hook
 Anne Marie Bazyk
 Seda Scobba D.
 [Redacted]

Gregory C. [unclear]
 R. L. [unclear]
 Clete Hinton
 Diane T. Collins
 John A. Knudsen
 Ramon Dossa
 Rupin W. Desai
 Bill [unclear]
 [unclear]
 Edward C. Wablin
 [unclear]
 M. June Stevens
 Melbert J. Tierney
 Reginald Murrell
 Stephen T. Franklin
 Janet [unclear]
 William C. Miller

PETITION TO THE BOARD OF HARPER COLLEGE

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W. R. Foust

Marilyn L. Swanson

John Harrigan

Charles F. Julek

J. J. Gaudin

[Redacted]

E. J. Owens

Robert Thida

Ron Bassemir

[Redacted]

Henry Lewis

Laura M. Collier

Edward M. Foshick

Robert [Redacted]

W. H. Miller

R. L. DePalma

Robert Parcell

J. J. [Redacted]

Judi Best