

Ruth Ruper

WILLIAM RAINEY HARPER COLLEGE

Algonquin & Roselle Roads

Palatine, Illinois 60067

AGENDA

May 13, 1971

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
- IV. Approval of Disbursements
 - A. Bills Payable
 - B. Payroll - April 1 to April 30, 1971
 - C. Estimated Payroll - May 1 to June 30, 1971
- V. Communications
- VI. Unfinished Business
 - A. Recommendation: Leaves of Absence
- VII. New Business
 - A. Recommendation: Tenure Appointments Exhibit A
 - B. Recommendation: Academic Staffing 1971-72 Exhibit B
 - C. Recommendation: Curriculum Approvals Exhibit C
 - D. Recommendation: College Calendar, 1971-72 Exhibit D
 - E. Recommendation: Cooperative Agreement with Districts #211, 214 Exhibit E.
 - F. Recommendation: Resignation Exhibit F
 - G. Recommendation: Retirement Annuity Contracts Exhibit G
 - H. Recommendation: Appointment of Board Recognition Study Committee Exhibit H
 - I. Discussion: Classification of Non-Academic Staff
(To be hand carried) (Action deferred to May 28)

J. Other

VIII. President's Report

IX. Adjournment

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

Minutes of the Regular Board Meeting of Thursday, May 13, 1971

CALL TO ORDER: The regular meeting of the Board of Trustees of Junior College District No. 512 was called to order at 8:10 p.m., Thursday, May 13, 1971, by Chairman Hansen in the Board Room of the Administration Building, Algonquin and Roselle Roads, Palatine.

ROLL CALL: Present: Members Milton Hansen, Ross Miller, Lawrence Moats, Joseph Morton, Jessalyn Nicklas and Eugene Nugent
Absent: Member Richard Johnson

Also present: Robert E. Lahti, Donald Andries, C.K. Barton, Michael Bartos, R. Bernstein, John Birkholz, R. Boeke, Polly Brandt, Pauline Buss, Diane Callin, J. Clouser, Larry Collister, R.B.Cormack, Ray DePalma, Anton Dolejs, Isabel Enck, John Gelch, William Foust, David Feinberg, Guerin Fischer, Gary Franklin, Edward Goodwin, James Harvey, Robert Hughes, C.Patrick Lewis, Richard Lockwood, John Lucas, Frances Maguire, George Makas, W.J.Mann, Liz McKay, Henry Meier, Robert Purcell, Omar Olson, Frank Oliver, Gary Rankin, Ruth Rugar, Clarence Schauer, William Schooley, Donn Stansbury, Urban Thobe, Gil Tierney, W.Von Mayr, George Voegel, John T.Warren, Willard Williamson and Lloyd Wilkes--Harper College; Tom Wellman--Paddock Publications; and W.Brandt, Robert J. Fuchs, Tommie Rankin, Bob Spargo, Nancy Tierney, Hannah Wilson and Bob Wilson.

MINUTES:

Member Nicklas moved and Member Morton seconded the motion that the minutes of the April 19, 1971, Board of Trustees meeting be approved as distributed. Motion unanimous.

Referring to the minutes of the April 22, 1971, meeting, Member Nugent requested they be corrected to show under Roll Call that he was present.

Member Nicklas moved and Member Morton seconded the motion that the minutes of April 22, 1971 be approved as corrected, showing that Mr. Nugent was present. Motion unanimous.

DISBURSEMENTS:
Bills Payable

Member Nicklas moved and Member Moats seconded the motion that the bills payable of May 13, 1971, be approved for payment, as follows:

Educational Fund	\$117,232.80
Building Fund	67,578.97
Site & Construction Fund	4,416.48
Auxiliary Fund	128,938.16
Bond & Interest Fund	<u>129,321.25</u>
	<u>\$447,487.66</u>

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent
Nays: None

Payrolls

Member Moats moved and Member Miller seconded the motion that the payrolls be approved as follows: payroll of April 15, 1971, in the amount of \$196,873.11; payroll of April 30, 1971, in the amount of \$193,545.98; and the estimated payroll of May 1 to June 30, 1971, in the amount of \$839,000.00.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent
Nays: None

Dr. Lahti informed the Board that the day after the last Board meeting a check had arrived from Oakton College for chargebacks. Consequently, no inquiry had been necessary.

COMMUNICATIONS:

Dr. Lahti announced a folder containing letters from colleges and universities across the country, commending the faculty, Board of Trustees and administrators of Harper College on achieving accreditation, would be available during the meeting for examination by the Board members.

Chairman Hansen reported a letter over his signature had gone out to the school boards and village mayors and presidents, in the surrounding areas, calling their attention to the accreditation of Harper College. He stated a resolution in the state legislature on this topic was particularly appropriate and very gratifying. Dr. Lahti stated Senator Stevenson would be introducing a resolution in the federal Congress on the same topic.

COMMUNICATIONS:

Chairman Hansen asked if there were any committee reports, other than on salary negotiations. Member Nicklas stated she had distributed to the Board a revision to the Student Conduct Code, as recommended by the Campus Unrest Committee. She suggested that perhaps there could be a discussion later on this revision after the Board had an opportunity to look it over.

In reference to salary negotiations, Member Nicklas, as chairman of this committee, stated they would like to hold an executive session of the Board in order to ask for direction. Chairman Hansen stated it would be necessary to hold an executive session during the meeting on tenure appointments as these would require action. He stated an executive session on salary negotiations could be held at the end of the Board meeting.

Member Nugent reported he had attended the Illinois Junior College Board Conference in Peoria on May 5, 6 and 7. He stated this was his first meeting with the state board and he had found it to be very interesting and well attended. He stated the two sessions he had attended were primarily concerned with legislation. Member Nicklas informed the Board she would be distributing information to them on pending legislation, before their meeting with the state legislators on the next evening, May 14, 1971.

Both Member Miller and Dr. Lahti reported on the April 26 and 27 meeting of the Association of Governing Boards held at Cincinnati, Ohio. Member Miller stated it was invaluable for a new trustee and reported on the excellent program presented.

UNFINISHED

BUSINESS:

Leaves of
Absence

Dr. Lahti stated leaves of absence for Mrs. Margaret Pike and Mrs. Jean Lytle, in the Associate Degree Nursing Program, had been requested at the last Board meeting. However, the Board had requested more information and some of the administrators had not been present to furnish that information. Dr. Lahti informed the Board that when these people had been hired, one condition of their employment was that they complete their Master's Degree and stay with it until they did complete it. He pointed out they were carrying out the college's mandate. There is a residency requirement

UNFINISHED

BUSINESS:
Leaves of
Absence

which they cannot avoid. Dr. Lahti reported that three years ago people for the nursing program with Master's Degrees were almost impossible to find. Member Miller stated he had voted no at the last meeting on this recommendation but, with this additional information, he would like to introduce a motion.

Member Miller moved and Member Moats seconded the motion that Mrs. Margaret Pike and Mrs. Jean Lytle be granted a leave of absence for the fall semester of 1971 to devote full time to the completion of their Master's Degree program; and also that their salaries (upon their return to Harper College) be the 1970-71 academic year contracted salary plus any raises that would be granted by the Board of Trustees. Salary for the fall semester would be deducted from the 39-week contract.

Dr. Schauer expressed appreciation of the Board's reconsideration of this matter.

Member Nicklas stated one of the questions raised previously had been the question of replacement for the fall semester. Dr. Cormack stated one candidate had been identified. This candidate had taught at Harper several years ago, has her Master's Degree, and wanted part-time at that time. He stated Miss Heinly had interviewed a number of candidates, all of whom had their Bachelor's Degree and some with their Master's. Dr. Cormack pointed out the possibility that replacements for both positions could have their Master's Degrees. Member Morton stated he felt this answered the objections that Member Johnson had raised at the last meeting.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent.

Nays: None

NEW BUSINESS:

Tenure Appoint-
ments

Chairman Hansen stated that before taking action on the recommended tenure appointments, the Board would need to go into executive session. He thereupon recessed the meeting at 8:45 p.m. to executive session.

NEW BUSINESS:
Tenure Appoint-
ments (cont.)

Chairman Hansen reconvened the Board meeting from executive session at 9:50 p.m. with the following present: Members Hansen, Miller, Moats, Morton, Nicklas and Nugent.

Preliminary to action on tenure appointments and for the benefit of the public, Chairman Hansen requested Dr. Schauer explain the processes the faculty pass through prior to recommendation for tenure.

Dr. Schauer explained that during the third year of service to Harper College by a teaching faculty member, librarian or counselor, consideration is given to a continuous (tenure) appointment. Consideration is given to these appointments by the division chairman or appropriate supervisor, appropriate dean, faculty tenure review committee, appropriate vice president and the president.

Dr. Lahti stated that, based on that process, he was recommending 31 names to the Board for tenure appointment. He pointed out there were three people whom the administration would like reconsidered for tenure at a later time.

Member Nicklas moved and Member Moats seconded the motion that tenure appointments be granted to the following persons, effective with their 1971-72 contracts:

Joseph Bauer	Rebecca McLaughlin
Ronald Bessemer	William E. Miller
Diane Callin	Robert Nolan
Daniel Cohen	Frank Oliver
Donald Collins	E.Lee Owens
Harold Cunningham	Joan Roloff
Frances Dionisio	Meyer Rudoff
Marshall Fisher	Janet Savin
John Flanigan	Marilyn Shaver
Gregory Franklin	Frank E. Smith
Stephen Franklin	Gilbert Tierney
Halina Goldsmith	Joseph Tillotson
Lester Hook	Robert Tysl
Kenneth Jauch	Donovan Wachlin
Richard Lockwood	Joseph Yohanan
Jean Lytle	

Dr. Lahti pointed out that of this group, one is a counselor, two are librarians, and the rest academic.

NEW BUSINESS:
Tenure Appoint-
ments (cont.)

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent
Nays: None

Academic Staffing
1971-72

Dr. Schauer informed the Board that seventeen candidates were being presented--15 teaching faculty and 2 Learning Resource Center people. Mr. Birkholz distributed a paper to the Board outlining the process of interviewing teaching applicants, and Dr. Schauer briefly discussed this process.

Mr. Collister reviewed the background and qualifications of Mrs. Ann Marie Dice.

Member Moats moved and Member Nicklas seconded the motion to approve the employment of Mrs. Ann Marie Dice as an Instructor of Mathematics, salary of \$8,900.00, for the 1971-72 academic year, effective September 7, 1971, for a period of 39 weeks.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent
Nays: None

Mr. Collister reviewed the background and qualifications of Mr. Robert J. Albers.

Member Moats moved and Member Nicklas seconded the motion to approve the employment of Mr. Robert J. Albers, as an Assistant Professor of Chemistry, at a salary of \$12,100.00 for the 1971-72 academic year, effective September 7, 1971, for a period of 39 weeks.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent
Nays: None

Mr. Bartos reviewed the background and qualifications of Mr. Joseph Sternberg.

NEW BUSINESS:

Academic
Staffing 1971-72
(cont.)

Member Moats moved and Member Nicklas seconded the motion to approve the employment of Mr. Joseph Sternberg as an Assistant Professor of English Composition at a salary of \$11,500.00 for the 1971-72 academic year, effective September 7, 1971, for a period of 39 weeks.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent
Nays: None

Mr. Bartos reviewed the background and qualifications of Mrs. Carol Ann Hildebrand.

Member Nicklas moved and Member Miller seconded the motion to approve the employment of Mrs. Carol Ann Hildebrand, as an Instructor of English Composition, at a salary of \$9,500.00 for the 1971-72 academic year, effective September 7, 1971, for a period of 39 weeks.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent
Nays: None

Mr. Bartos discussed the background and qualifications of Mr. Peter Adam Sherer.

Member Nicklas moved and Member Miller seconded the motion to approve the employment of Mr. Peter Adam Sherer, as an Instructor of English Composition, at a salary of \$9,250.00, for the 1971-72 academic year, effective September 7, 1971, for a period of 39 weeks.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent
Nays: None

Mr. Bartos reviewed the background and qualifications of Mrs. Betty Anne Beery.

NEW BUSINESS:
Academic
Staffing
1971-72 (cont.)

Member Moats moved and Member Nicklas seconded the motion to approve the employment of Mrs. Betty Anne Beery as an Instructor of English Composition at a salary of \$9,300.00 for the 1971-72 academic year, effective September 7, 1971, for a period of 39 weeks.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent

Nays: None

Mr. Bartos reviewed the background and qualifications of Mr. Harold Lee Drake.

Member Miller moved and Member Nicklas seconded the motion to approve the employment of Mr. Harold Lee Drake as an Assistant Professor of Speech at a salary of \$11,500.00, for the 1971-72 academic year, effective September 7, 1971, for a period of 39 weeks.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent

Nays: None

Dr. Thobe reviewed the background and qualifications of Mr. Michael D. Brown.

Member Moats moved and Member Miller seconded the motion to approve the employment of Mr. Michael D. Brown, as an Instructor of Art, at a salary of \$10,300.00, for the 1971-72 academic year, effective September 7, 1971, for a period of 39 weeks; it is understood that this employment is contingent upon receipt of a Master of Fine Arts Degree in June, 1971.

In the discussion which followed, Member Morton stated he had reservations about contingency contracts. Mr. Hines stated there were no legal problems involved. Mr. Birkholz pointed out that the guidelines of the Illinois Junior College Board require Master's Degrees of junior college teachers. Dr. Schauer stated this contingency would be noted on Mr. Brown's contract.

NEW BUSINESS:

Academic
Staffing
1971-72
(cont.)

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent
Nays: None

Dr. Thobe reviewed the background and qualifications of Mr. Bennie Earl Dallas.

Member Miller moved and Member Morton seconded the motion to approve the employment of Mr. Bennie Earl Dallas, as an Instructor of Art History, at a salary of \$8,950.00, for the 1971-72 academic year, effective September 7, 1971, for a period of 39 weeks; it is understood that this employment is contingent upon completion of his Master's Degree in Art in June, 1971.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent
Nays: None

Dr. Thobe reviewed the background and qualifications of Mr. Julius Harley Chapman, Jr.

Member Moats moved and Member Nicklas seconded the motion to approve the employment of Mr. Julius Harley Chapman, Jr., as an Instructor of Philosophy-Humanities at a salary of \$8,950.00, for the 1971-72 academic year, effective September 7, 1971, for a period of 39 weeks.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent
Nays: None

Dr. Thobe reviewed the background and qualifications of Mr. Emanuel Lancaster.

Member Nicklas moved and Member Miller seconded the motion to approve the employment of Mr. Emanuel Lancaster, as an Instructor of Music, at a salary of \$8,950.00, for the 1971-72 academic year, effective September 7, 1971, for a period of 39 weeks; it is understood that this employment is contingent upon completion of his MS in June, 1971.

NEW BUSINESS:

Academic
Staffing
1971-72
(cont.)

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent
Nays: None

Mr. DePalma reviewed the background and qualifications of Mr. Paul A. Holdaway.

Member Miller moved and Member Nicklas seconded the motion to approve the employment of Paul A. Holdaway as an Instructor of Biology, at a salary of \$9,800.00 for the 1971-72 academic year, effective September 7, 1971, for a period of 39 weeks.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent
Nays: None

Mr. DePalma reviewed the background and qualifications of Mr. Michael D. Ward.

Member Miller moved and Member Nicklas seconded the motion to approve the employment of Mr. Michael D. Ward as an Instructor of Biological Sciences, at a salary of \$10,500.00, for the 1971-72 academic year, effective September 7, 1971, for a period of 39 weeks.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent
Nays: None

Mr. DePalma reviewed the background and qualifications of Mr. David N. Etienne.

Member Miller moved and Member Moats seconded the motion to approve the employment of Mr. David N. Etienne as an Instructor of Physical Education and Coach of Basketball, at a salary of \$13,250.00 for the 1971-72 academic year, effective September 7, 1971, for a period of 39 weeks.

In the discussion which followed, the question was raised as to whether the coaching was separate from the contract for teaching. Dr. Harvey stated the

NEW BUSINESS:

Academic
Staffing
1971-72
(cont.)

administration equated the coaching to teaching extra classes.

Member Miller moved and Member Nicklas seconded the motion to amend the motion by striking the words, "Coach of Basketball."

Upon roll call on the amendment to the motion, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent

Nays: None

Dr. Lahti pointed out that compensation for coaching would be handled by a rider. Dr. Harvey reported there was another element to be considered; that if the enrollment was down and there were not enough P.E. courses to fill out a full schedule for Mr. Etienne, then his coaching would become part of his load. After further discussion on the procedure in handling this, Mr. Hines suggested indicating on his contract that if there is not a full load in teaching Physical Education, Mr. Etienne would assume coaching as part of his contract.

Upon roll call on the motion, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent

Nays: None

Dr. Schauer stated Mrs. Mary H. Waite was being recommended to replace Miss Angela D'Aversa during the period of her one-year leave of absence. Mr. Pat Lewis reviewed Mrs. Waite's background and qualifications, in the absence of Mr. King.

Member Miller moved and Member Nugent seconded the motion to approve the employment of Mrs. Mary H. Waite as an Assistant Professor of Political Science, at a salary of \$11,500.00 for the academic year 1971-72, effective September 7, 1971, said appointment for the 1971-72 academic year only to fill the vacancy caused by a leave of absence granted to Miss Angela D'Aversa.

NEW BUSINESS:

Academic
Staffing
1971-72
(cont.)

Member Nicklas asked if all contracts were not for one year. Dr. Schauer agreed. Mr. Hines suggested this would be a temporary not probationary contract.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent

Nays: None

Dr. Voegel reviewed the background and qualifications of Mr. Ross G. Stephen, candidate for Acquisitions Librarian.

Member Nugent moved and Member Miller seconded the motion to approve the employment of Mr. Ross G. Stephen as an Acquisitions Librarian for the 1971-72 academic year effective September 7, 1971, at a salary of \$12,000.00, with the academic rank of Assistant Professor.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent

Nays: None

Dr. Voegel reviewed the background and qualifications of Mr. Roy A. Steffens for the position of Media Specialist approved previously by the Board of Trustees.

Member Morton asked if Mr. Steffens would teach or if he had teaching experience. Dr. Voegel stated he had a total of eleven years of teaching experience.

Member Nugent moved and Member Nicklas seconded the motion to approve the employment of Mr. Roy A. Steffens as a Media Specialist for the academic year 1971-72, effective September 7, 1971, at a salary of \$12,400.00, with the academic rank of Assistant Professor.

Member Moats stated he opposed the appointment of this position as he had opposed the creation of the position, until the college passed a referendum. He stated he felt this was an area of lower priorities than other areas in the college.

Member Nicklas pointed out the position had been approved by the Board.

NEW BUSINESS:

academic
Staffing
1971-72
(cont.)

Member Miller commented that the accreditation report had singled out the Learning Resource Center as an outstanding area of the college, and stated he felt the Board should back up the recommendations made by the six examining experts.

Member Moats stated he agreed the Learning Resource Center may be a very viable part of the institution, but until another referendum is passed, he stated he did not think it was in the best interest of the college to spend more money in this area.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Morton, Nicklas
and Nugent
Nays: Member Moats

Curriculum
Approvals

Dr. Schauer explained the courses being presented in Exhibit C were recommended additions to the fall curriculum being presented for Board approval, in accordance with recently approved guidelines of the Illinois Junior College Board. He stated that after Board approval, they were still contingent upon approval at the state level.

Member Morton moved and Member Moats seconded the motion for approval of course EGR 100, Introduction to Engineering and Technology.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
and Nugent
Nays: None

Member Morton moved and Member Miller seconded the motion for approval of the course ANT 207, Conference Course in Anthropology.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent
Nays: None

Member Nugent moved and Member Miller seconded the motion for approval of the course BIO 103, Man and the Environment.

NEW BUSINESS:

Curriculum
Approvals

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent

Nays: None

College Calendar
1971-72

Dr. Schauer distributed copies of the College Calendar for the year 1971-72.

Member Nicklas moved and Member Nugent seconded the motion to approve the adoption of the Harper College Academic Calendar, 1971-72, as presented.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent

Nays: None

Cooperative
Agreement with
Districts #211
and #214

Dr. Schauer discussed the cooperative agreement being presented for approval between Harper College and High School Districts #211 and #214. Dr. Cormack reported the first agreement with #214 was with Health Occupations, and, based upon this very successful endeavor, the college planned to expand with Engineering Technologies. He stated the college had also expanded to include District #211 as well as District #214. Dr. Cormack stated in offering these two courses to their high school students, the two high school districts were assuming the total cost as part of their curriculum. John Warren discussed the new course in Engineering Technology being offered for the first time in the fall semester. Chairman Hansen suggested contacting the Barrington High School District to see if they would be interested in this type of agreement.

Member Moats moved and Member Miller seconded the motion to approve the Administration's recommendation on the Cooperative Agreement between Harper College and High School Districts #214 and #211, as stated in the addendum to Exhibit E.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Morton, Nicklas,
Moats and Nugent

Nays: None

NEW BUSINESS:
Resignations

Dr. Schauer informed the Board three resignations were being presented for consideration. He stated Mrs. Charlotte Rappsilber was submitting a letter of resignation due to a transfer of family to Pennsylvania; Mrs. Sharon N. McDonnell was expecting a baby and would therefore be unable to return in the fall; and Mr. Irvin A. Smith, III, was desirous of returning to graduate school to pursue his doctorate.

Dr. Lahti referred to the policy on resignations and asked Dr. Schauer and other administrators to remind the faculty to advise the administration as early as possible on resignations. Dr. Schauer stated this had been discussed. Dr. Lahti stated he was just concerned that the faculty be very conscientious about letting the administration know.

Member Nicklas moved and Member Moats seconded the motion to accept the resignations of Mrs. Charlotte Rappsilber, Mrs. Sharon N. McDonnell, and Mr. Irvin A. Smith III, to be effective at the end of the 1970-71 year, and with the best wishes of the Board of Trustees.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Moats, Morton,
Nicklas and Nugent

Nays: None

Retirement
Annuity Contracts

Mr. Mann reviewed the procedure on tax sheltered annuities. He stated a faculty committee had worked with him in 1967 and recommended a procedure concerning tax sheltered annuities. This recommendation was processed through channels and subsequently approved by the Board of Trustees. Mr. Mann stated he had met with a faculty committee recently to review and discuss the tax sheltered annuity program, and it appeared a more flexible plan was desired. Mr. Mann stated he was recommending the resolution in Exhibit G, prepared by Frank Hines, which would basically open up tax sheltered annuities to any company that would be able to sell to the faculty members. He stated the college was disclaiming any endorsement of any company, that they would only be acting as agent.

Member Nugent stated he felt this created an "open house" situation. He stated he felt it would be a

NEW BUSINESS:

Retirement

Annuity

Contracts (cont.)

much sounder program if the Faculty Senate would hear propositions and then make their own recommendation as to which one they wanted to offer to their group. He questioned the cost to the college in handling this and stated he felt there are other alternatives. He stated he felt the college was paying some of the overhead costs that really belong to the annuity company. Mr. Mann pointed out that it is tax free money and cannot be handled by the employee. Mr. Mann stated with the payroll on the computer, it was not a problem for the college to handle. He reported this matter had caused a lot of unhappiness in the past.

Member Miller stated he felt the Board needed more facts. Member Moats asked if there were any significant cost to the institution. Member Nugent stated he felt an alternative way to handle this could be found. He stated if there were an indirect cost to the college, credit could be claimed for it in the faculty's indirect fringe benefit program.

Member Nicklas suggested this could be brought back at the next Board meeting with more information. Dr. Lahti stated the administration would pursue Member Nugent's suggestion on an alternative method of handling tax sheltered annuities. He stated it would be on the agenda for the next meeting, if the work could be done by then. If not, then at the next meeting.

Appointment of
Board Recognition
Study Committee

Chairman Hansen appointed Members Nugent and Miller to serve on a Board Recognition Study Committee. He stated this committee, working with Dr. Lahti, would study appropriate recognition awards, particularly for retiring Board members, and also have the responsibility for investigating and recommending to the Board a recognition program for awards within the college. He further discussed the responsibilities of the committee as outlined in Exhibit H. Chairman Hansen instructed the committee to make two reports to the Board on their study. The first report, at an early date, would contain their recommendations on awards to retiring Board members, and the second report should concern recommendations on internal awards. Chairman Hansen stated that after the Board had received the committee's recommendations, the committee would then be discharged.

NEW BUSINESS:
Classification of
Non-academic
Staff

Dr. Lahti informed the Board that Mr. Von Mayr, Director of Personnel, had been working on the reclassification of non-academic staff since July of 1970. Mr. Von Mayr distributed information concerning this study. Dr. Lahti stated after the Board had the opportunity to study this material, it would be put on the agenda for action at a future meeting. He suggested Board members call Mr. Mann or Mr. Von Mayr, if they had any questions.

Alternate Member
for Board Faculty
Salary Committee

Chairman Hansen appointed Member Nugent as an alternate member to the Board Faculty Salary Committee. He explained that since frequently all three members of this committee were unable to be present at their meetings, he felt it would be desirable to have an alternate member on this committee--to be present any time as an observer, and to be a participating member at any time one of the other three members was unable to attend a meeting.

Recommended
Revision of
Student Conduct
Code

Member Nicklas, referring to the recommended revision of the Student Conduct Code from the Student Unrest Committee, asked that Board members call her with their comments. She suggested this matter be on the agenda for the Board meeting on May 27. It was agreed that members of the Student Senate would be invited to this meeting. Dr. Harvey informed the Board that the Student Senate, at their meeting today, had discussed this document and adopted the revision unanimously--without change.

PRESIDENT'S
REPORT:

Dr. Lahti discussed some of the information in the packets he had distributed, including the schedule of construction. He stated the administration hoped to present the termination of the construction contract and final payment at the Board meeting on May 27.

Dr. Lahti called attention to the date for graduation--June 6. He reported that Dr. Bergen Evans would be the commencement speaker.

Dr. Lahti reminded the Board members of the forthcoming Open Houses.

Chairman Hansen stated there was a need for an executive session on salary negotiations with the faculty. As there was a remote possibility the Board would want to take some action, he recessed the meeting at 11:45 p.m.

ADJOURNMENT:

Chairman Hansen reconvened the meeting at 2:07 a.m. with the following members present: Members Hansen, Miller, Moats, Morton, Nicklas and Nugent.

Member Nicklas moved and Member Nugent seconded the motion that the meeting be adjourned at 2:07 a.m., to Wednesday, May 19, 1971, at 8:00 p.m., in the Board Room of the Administration Building. Motion was unanimous.

Chairman Hansen

Secretary Morton