



H. Recommendation: Bid Awards

- 1) Offset Press Exhibit H-1
- 2) Photographic Equipment Exhibit H-2

I. Recommendation: Payment of Wage/Price Freeze  
Retroactive Pay Exhibit I

J. Board Action: Correction of Deed for Land  
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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, February 10, 1972

CALL TO ORDER: The regular meeting of the Board of Trustees of Junior College District No. 512 was called to order at 8:15 p.m., on February 10, 1972, by Chairman Hansen, in the Board Room of the Administration Building, Algonquin and Roselle Roads, Palatine, Illinois.

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

Also present: R. E. Lahti, D. Andries, John Birkholz, Larry Collister, R.B.Cormack, A.Dolejs, Charles Falk, Guerin Fischer, D.D.Gale, John Gelch, David Groth, J. Heinly, Fred Inden, Bob Johnston, C.Patrick Lewis, Jack Lucas, W.J. Mann, Liz McKay, Ted Meyers, D.Misic, Gary Rankin, Henry Roepken, Clarence Schauer, Bill Schooley, Donn Stansbury, Cal Stockman, John Thompson, George Voegel, W.Von Mayr, John T.Warren, Robert Zilkowski--Harper College; Frank H.Hines--Board Attorney; Ralph Carroll--Caudill, Rowlett & Scott; Betsy Brooker--Paddock Publications; and Janice Ferester and Stewart Ferester.

MINUTES: Member Nugent, referring to the minutes of January 13, 1972, questioned the wording in the first paragraph under Facility Expansion for 1972-73, on page 5. It was agreed that the sentence should be amended to read, "Based on Dr. Lucas' November projections for enrollment next year, the administration studied the problem of handling another 15% FTE day students." On page 7, Member Nugent asked that the last sentence in paragraph five be amended to read, "Member Nugent requested the Board make it clear to the local architects selected by the college that this is a matter of principle and not a matter of competence."

Member Johnson moved, and Member Nicklas seconded the motion, to approve the minutes of the regular Board meeting of January 13, 1972, as amended. Motion unanimous.

DISBURSEMENTS:

## Bills Payable

Member Nugent moved, and Member Johnson seconded the motion, to approve the bills payable of February 10, 1972, as follows:

Educational Fund	\$168,936.12
Building Fund	269,054.30
Site & Construction Fund	497.25
Auxiliary Fund	36,877.43
Supplement to Auxiliary Fund	<u>62,050.95</u>
Total	<u>\$537,416.05</u>

Member Nicklas requested that the account description "Supplies" in the imprest fund listing on page 4 of 7, check #15624, be corrected and charged to the proper account. Mr. Mann assured her this would be corrected.

Upon roll call, the vote was as follows:

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

Payrolls

Member Miller moved, and Member Nicklas seconded the motion, to approve for payment the payroll of January 15, 1972, in the amount of \$227,238.53; the payroll of January 31, 1972, in the amount of \$228,585.90; and the estimated payroll of February 1 through March 31, 1972, in the amount of \$953,000.00.

Upon roll call, the vote was as follows:

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

COMMUNICATIONS:

Member Nicklas reported she had taken the report, About Illinois Community Colleges, compiled by Harper College, to the Illinois Trustees Association meeting. She stated she had received a letter from the Association expressing their appreciation to Harper for the amount of effort and helpfulness in making this report available. She indicated they were distributing this report to all the community colleges in Illinois.

Secretary Morton stated he had three communications. The first letter was from the Governor of Illinois, Richard B. Ogilvie, thanking the Board Chairman for his letter requesting approval of Senate Bill 1188, which would include all territory in Illinois in some junior college district, and saying he favored the bill. Secretary

COMMUNICATIONS:  
(cont.)

Morton read the last paragraph of the Governor's letter. The second letter to the Chairman of the Board of Trustees was from the Department of Transportation, State of Illinois, concerning improvement of Algonquin Road. The letter thanked the Board for their interest, and, in essence, stated there are not monies available for this project, but if more funds become available, this project will be given every consideration at that time. Secretary Morton stated the last letter was from the Office of the Assessor of County of Cook, Illinois, regarding assessment of Arlington Park Racetrack Complex. The letter stated they would look into any underassessment, and was signed by Dennis P. Dunne, Director of Communications, for P.J. Cullerton, Assessor of Cook County.

Salary Committee Report.

Member Nugent briefly reported on the Board Salary Committee, stating they had met on February 2 to review various statistical and academic data related to faculty compensation. He stated he was pleased to see a committee for the faculty had now been appointed, and reported the two committees would meet on Tuesday, February 15.

NEW BUSINESS:  
Expansion of  
DN Program

Dr. Lahti stated at the Jan. 13, 1972, meeting a Mr. Richard Hartshorn had requested the opportunity of addressing the Board. At that time, Chairman Hansen had informed Mr. Hartshorn the subject of expanding the nursing program would be on the agenda on Feb. 10, and had invited Mr. Hartshorn to attend and address the Board at that meeting. Dr. Lahti asked if Mr. Hartshorn was in the audience. As he was not, Dr. Lahti stated Mr. Hartshorn had visited with Dr. Schauer several times and Dr. Schauer had evidently satisfied his needs.

Dr. Schauer stated the subject of expanding the Associate Nursing Program had been brought up several months ago, and the administration had assured the Board they would study the feasibility of expanding it. He pointed out that Exhibit A fairly well defined what had developed since that time, and stated the committee had been comprised of representatives from Harper College and the three hospitals involved. The findings of this committee indicated the program could be increased by as much as 100%, if scheduling and staffing needs were planned for times other than the present arrangement. Dr. Schauer stated the administration was recommending an increase of 50% in the freshman class for the fall of 1972. He stated a breakdown of costs was included in Exhibit A.

**NEW BUSINESS:**  
**Expansion of**  
**ADN Program**  
**(cont.)**

Dr. Cormack discussed the 50% increase in the nursing program, as opposed to a 100% increase. He indicated that later in the meeting the administration would be proposing additional health occupational programs. He noted there was a problem from the manpower point of view--that Alexian Brothers Hospital was not hiring any ADN's, a factor to be considered. Dr. Cormack stated he had suggested the college not be restricted to one health program, and they would be proposing a medical lab technician program and operating room technician program.

Dr. Cormack stated he did not have the figures on the revenue for this program, but indicated that the nursing programs are reimbursed on Level A--\$7.50 per hour per student. He stated the increased budget will essentially pay for the instructional staff and the administration was suggesting hiring a clinical person on an hourly basis. Dr. Schauer noted additional clinical people will be under the part-time budget.

Dr. Schauer stated the administration was assuming the addition of 6000 square feet in planning this increase. He pointed out it could not be done without that additional space. Dr. Cormack also indicated that the biology labs are near 100% utilization.

After further discussion, Member Johnson moved, and Member Nicklas seconded the motion, that the Associate Degree Nursing Program be enlarged to include an additional 40 students in the fall, 1972, freshman class.

Upon roll call, the vote was as follows:

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

Nays: None

**Staffing**  
**Patterns**  
**1972-73**

Dr. Lahti informed the Board he had requested that Dr. Schauer prepare in some depth the rationale for the proposed staffing pattern. He asked Dr. Schauer to brief the Board with the rationale used for this proposal.

Dr. Schauer discussed the three assumptions which had been made in this proposal: 1. no change will be made in overall class size, as established this year; 2. no change will be made in faculty loads; and, 3. reasonable expansion can be made in courses and programs, in order to satisfy state guidelines and to meet educational needs.

**NEW BUSINESS:**  
**Staffing**  
**Patterns**  
**1972-73 (cont.)**

Dr. Schauer stated, in reviewing this matter, several points were considered. Wherever possible, 15% reductions be made in '71-72 budget for fiscal year '73. Considerations for additions or enlargements should be made on highest demand or lowest cost basis. Everyone involved to make some realistic estimates. He stated they were looking to further inclusion of more sub and para professional people to assist in the process. He indicated this was reflected in the non-professional people in ADN program. Dr. Schauer pointed out the uncertainty of the requirement of the physical education program, whether it shall be voluntary or involuntary which cannot be ascertained at this point. He stated a total request of 20 additional full-time staff was reviewed, and finally they arrived at a recommendation for 12 full-time professional and professional equivalents staff, as in Exhibit B.

Dr. Schauer discussed the staffing recommendation on page 2 of Exhibit B. He stated with a curriculum change that had occurred there was a change in the Communications Division. Instead of 1 English teacher and 1 Journalism professional equivalent, this would be changed to 2 English teachers. In the Social Science Division, Dr. Schauer deleted the 1 staff member designated for Legal Technology, as this course was not ready to present for approval. Consequently, the total additional staff recommended was 11, instead of 12 as shown in the original recommendation.

Dr. Lahti, in summarizing the proposal, stated the administration was doing everything possible to increase efficiency in light of frozen operating funds, in light of the Governor's past attitude in regard to higher education. He stated this recommendation was a bare minimal request and was predicated on the assumption that the administration would present a balanced budget to the Board. Dr. Schauer stated the estimated budget increase amounted to \$126,000.

Member Nugent asked about offering the present faculty overloads, within policy limits and North Central's position. Dr. Schauer stated he thought it was offered to the faculty practically every semester.

Member Nicklas questioned approving staff for several new career programs before the programs had been approved and stated she felt approval should be subject to later approval of the programs.

**NEW BUSINESS:**  
**Staffing**  
**Patterns**  
**1972-73 (cont.)**

Member Johnson moved, and Member Nicklas seconded the motion, to approve in principle the administration's recommendation for additional staffing, as below, subject to later approval of the programs:

<u>Cost Center and Function</u>	<u>Additional Staff</u>
Business Division	0
Communications Division	2 (English Teachers)
Engineering Division	1 (Air Conditioning and Refrigeration)
Humanities Division	1 (Interior Design)
Life & Health Sciences Div.	2 (Biology)
	1 (L.P.N.)
	1 (Dental Hygiene)
Math & Phys. Sciences Div.	0
Social Sciences	0
Learning Laboratory	3 (Present part-time professional equivalents placed on full-time basis)
Total	<u>11</u>

Member Nugent stated that relevant financial data concerning the proposed career programs should be presented at the next Board meeting. Dr. Schauer agreed this would be done.

Upon roll call, the vote was as follows:

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

**Staff**  
**Resignations**

Dr. Fischer presented for approval the resignation of Dr. Gregory Franklin, Counselor. He informed the Board that Dr. Franklin had the opportunity to become Director of Counseling at Muskegon Community College. Although the Exhibit B-1 showed the effective date of resignation to be March 31, 1972, Dr. Fischer stated the President of Muskegon College now requested the effective date be February 29, 1972.

Member Johnson moved, and Member Nugent seconded the motion, to accept the resignation of Dr. Gregory Franklin effective February 29, 1972.

**NEW BUSINESS:**

**Staff  
Resignations  
(cont.)**

Upon roll call, the vote was as follows:

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

Nays: None

Dr. Schauer presented for approval the resignation of Larew Collister, Chairman of the Division of Mathematics and Physical Science. He informed the Board that Mr. Collister has the opportunity to work on his doctorate at the University of Washington.

Member Morton moved, and Member Nicklas seconded the motion, to accept with regret the resignation of Mr. Collister, effective at the end of his present contract, June 30, 1972.

Upon roll call, the vote was as follows:

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

Nays: None

Member Miller commented on Mr. Collister's considerate way of resignation--June 30, 1972.

**Staff--  
Leave of  
Absence**

Dr. Schauer presented a proposed one-year leave of absence for Mr. Jerry F. Davidson, Instructor of Music, for the purpose of returning to Northwestern University to complete his residency requirement for his doctorate. Dr. Schauer stated Mr. Davidson had requested a one-year leave of absence without pay. Dr. Schauer pointed out the last sentence in Exhibit B-3 which would firm the basis for his salary upon return.

Member Morton moved, and Member Nugent seconded the motion, to approve the recommendation that Mr. Jerry F. Davidson be granted a one-year leave of absence, effective the close of the 1971-72 academic year. Mr. Davidson is to notify the office of the Vice President of Academic Affairs of his intent to return to his teaching position for the 1973-74 academic year on or before March 15, 1973. It is further recommended that Mr. Davidson's salary for 1973-74 (upon his return to Harper College) be based on his 1971-72 salary, plus whatever adjustments are granted by the Board of Trustees to be effective during the 1972-73 academic year.

NEW BUSINESS:  
Staff--  
Leave of  
Absence (cont.)

Member Nugent questioned the recommendation pertaining to Mr. Davidson's salary upon his return. Dr. Schauer explained this would be any raise a person has earned after having served, effective for the next year of service. Member Nugent stated he was not suggesting he lose it, but he was suggesting that the Board not pre-decide anything.

After further discussion, Member Nugent moved to amend the motion by deleting the last sentence. Member Johnson seconded the motion.

Member Morton asked what Mr. Davidson's understanding was. Dr. Schauer answered, "That he would receive whatever he would have received had he stayed here next year."

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

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

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

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

Facility Plans  
1971-72

Dr. Lahti introduced Ralph Carroll, of Caudill, Rowlett & Scott, to review the recommendation for the construction of the interim classroom building.

Mr. Carroll reviewed the drawings with the Board, stating they were a combination of schematic design, design development and about 10% of working drawings. He stated the plans were scheduled to be completed by the end of the month. Mr. Carroll discussed the program for the interim classroom building, its use for several years as a classroom and laboratory building, and then its conversion to a maintenance building. He discussed the heating and air conditioning systems needed. He stated this was a very simple building, in appearance similar to the Boiler Building, a permanent building with a continuation of the bricks now used on campus. Mr. Carroll discussed the cost estimate for this building--total building cost of \$148,400 (\$23.40 per square foot), site development cost of \$17,800, or a total construction cost of about

**NEW BUSINESS:**  
**Facility Plans**  
**1971-72 (cont.)**

\$166,000. He stated that, hopefully, if they could get a number of smaller type contractors interested in bidding on this facility, they could do a little better. Mr. Carroll stated they were agreed they would do it all except pricing materials.

Mr. Mistic informed the Board that after the last Board meeting the exhibit on this facility was sent to the Junior College Board to be put on their agenda for their meeting on Feb. 11. Mr. Hughes would be attending that meeting. Mr. Mistic stated Dr. Wellman wrote back that he would recommend the Junior College Board approve this, but this was no guarantee that in the future the State would pick up the 75%. Mr. Mistic said he had also received a call from Larry Stone, of the Task Force, who stated the college would have to prepare an application. Mr. Mistic stated he did not feel there would be any problem in obtaining approval by the Task Force. He stated this would be a low cost building according to Task Force guidelines.

Mr. Carroll added the efficiency of the interim classroom building is 72%.

After further discussion, Member Johnson moved, and Member Nicklas seconded the motion, to approve the construction of the Interim Classroom Building at a total project cost of \$177,478, contingent on I.J.C.B. and Task Force approval.

Upon roll call, the vote was as follows:

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

**Architectural**  
**Contract**

Chairman Hansen stated the administration was recommending approval of the Owner and Architect Agreement for the Interim Classroom Building.

Member Johnson moved, and Member Nicklas seconded the motion, that the Owner and Architect Agreement on Building T--Interim Classroom Building be approved, subject to approval of the Board Attorney, Frank Hines. (Copy of Owner and Architect Agreement included with minutes in Board of Trustees Official Book of Minutes).

Architectural Contract (cont.)

Upon roll call, the vote was as follows:

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

In answer to a question from Member Nugent, Mr. Carroll stated the Chicago office of CRS will provide construction supervision on a semi-weekly basis.

Response to Task Force

Mr. Mistic presented the administration's recommended response to the Task Force suggestions on Phase IIA. He pointed out the alternatives had been arranged in order of priority.

After discussion, Member Nicklas moved, and Member Nugent seconded the motion, to approve the following response to Task Force Suggestions on Phase IIA:

After studying the subject suggestions, the administration of Harper College, and Caudill, Rowlett and Scott, recommend that the Board of Trustees approve the following course of action in response to the Task Force's suggestions and as is necessary to bring the project within the budget.

1. Eliminate the Southwest Corner Watering System from the project...Deduct \$90,000
2. Reduce Court development as suggested by the Task Force.....Deduct 13,200  
TOTAL PROPOSED SAVINGS \$103,200
3. Bid the following as additive alternatives:
  - Alt. 1: Science laboratory fixed equipment 114,000
  - Alt. 2: Built-in music storage cabinets 4,000
  - Alt. 3: Lighting for south perimeter road 12,000
  - TOTAL \$130,000

Upon roll call, the vote was as follows:

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

NEW BUSINESS:

Academic  
Calendar  
1972-73

Dr. Schauer explained the only difference in the Academic Calendar being recommended for 1972-73 was that Presidents' Day would be on February 12. He stated the administration was exploring a different calendar for 1973-74. Dr. Lahti explained further that they were considering a calendar starting earlier in August, finishing the first semester with the Christmas break and taking up with the second semester after the Christmas break. He commented on the possibility of the inconvenience for the surrounding high schools and stated the administration would consider such a move very carefully. Member Johnson asked if a quarter semester had been considered. After further discussion, Dr. Schauer agreed the administration would consider all three--quarter system, tri-semester, and moving the semester back.

Member Nugent moved, and Member Nicklas seconded the motion, to adopt the 1972-73 Academic Calendar, as outlined in Exhibit D. (Exhibit D attached to the minutes in the Official Board of Trustees Book of Minutes.)

Upon roll call, the vote was as follows:

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

Nays: None

Revisions in  
Existing  
Curricula

Dr. Schauer presented revisions of existing curricula, outlined in Exhibit E-1, for approval by the Board of Trustees, as required by the Illinois Junior College Board.

Member Johnson moved, and Member Nicklas seconded the motion, to approve the revision of existing curricula in Exhibit E-1. (Exhibit E-1 attached to the minutes in the Official Board of Trustees Book of Minutes.)

Upon roll call, the vote was as follows:

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

Nays: None

A discussion followed on the necessity of the Board of Trustees approving curricula revisions. Member Johnson stated he felt this was a faculty prerogative. Member Nugent suggested sending a complaint on this matter to the I.J.C.B. Chairman Hansen pointed out this might be a statutory matter. Member Nicklas suggested checking

**NEW BUSINESS:**

Revisions to  
Existing  
Curricula (cont.)

to see if it is statutory and then working to change the statutes. It was the consensus of the Board that they should take exception to this. Dr. Lahti suggested it would be appropriate at the State Trustee level. After further discussion, Member Nicklas suggested she would sign a letter, drafted by Dr. Lahti, as a member of the Illinois Trustees Association, and the Board agreed this should be done.

Initiation of  
New Career  
Programs,  
Fall 1972

Dr. Schauer discussed the five new career programs recommended for approval for the 1972-73 school year-- Air Conditioning and Refrigeration, Medical Laboratory Technician, Medical Office Assistant, Medical Transcriptionist, and Operating Room Technician. He reported the Legal Technician Program was not to the point where they could ask for approval. However, Dr. Lahti added they were intending to meet a deadline for the Legal Technician Program for the fall.

A discussion followed. Member Nicklas stated she would like to see the back up on enrollment and federal and state funding, the revenues and expenditures, so the Board could make a decision on whether they can afford to go along with the new programs and whether they are needed. Member Johnson suggested deferring action until the appropriate documentation on these new programs was presented to the Board. After further discussion, it was the consensus of the Board to defer approval on the new programs until the second meeting in February.

Revision--Degree  
Requirements

Dr. Schauer presented the recommended changes in general education and graduation requirements as outlined in Exhibit E-3. He pointed out that in the present catalog the requirement for Associate in Arts is 26 hours, for Associate in Science is 38 hours, and for Associate in Applied Science is 23 hours. After a study by and recommendation from a task force on general education, a change in the general education requirements is being recommended. Also, due to some uncertainties in the requirements for physical education and to further clarify the students' requirements in specific career programs, the graduation requirements should be modified.

Mr. Birkholz discussed further the recommended change, particularly in the Associate in Arts. He stated, in essence, there is not enough general education in Associate in Arts Degree and this is one of the reasons for the change from 26 hours to 38 hours, to bring the college in line. Mr. Birkholz stated the administration

**NEW BUSINESS:**

**Revision--  
Degree  
Requirements  
(cont.)**

felt this change would strengthen the Associate in Arts degree and would further enhance any agreement with the four-year colleges and universities.

Member Johnson moved, and Member Nugent seconded the motion, to adopt the general education and graduation requirements as outlined in Exhibit E-3.

In the discussion which followed, Dr. Lahti called attention to item 3, on page 3 of the exhibit, and reported the Higher Board is considering making physical education non-compulsory.

Board members discussed requirement #1, on page 3 of the exhibit: "A minimum of 60 semester hours of credit, at least 30 of which must be earned in attendance at Harper College." It was their feeling that this requirement, under some circumstances, would be too stringent.

Member Johnson moved, and Member Nicklas seconded the motion, to amend the motion to include after requirement #1, on page 3 of Exhibit E-3; "Waiver of requirement by Vice President of Academic Affairs, where exceptional circumstances warrant."

The vote on the amendment to the motion was unanimous.

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

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

Nays: None

**Air  
Conditioning  
and Maintenance  
Contract**

In the discussion on the air conditioning and maintenance contract, Member Nugent stated in his opinion the college should buy this job on a "Not to exceed basis."

Member Johnson moved, and Member Nicklas seconded the motion, to approve the award of contract, in the amount of \$6,717.50, to the Carrier Corporation of Chicago, Illinois, for annual inspection and preventative maintenance of six Carrier air conditioning machines per their proposal of January 3, 1972, including contracting the labor at the rate of \$18.50/hour up to 35 man days and not to exceed \$5,827.50.

**NEW BUSINESS:**

**Air Conditioning  
and Maintenance  
Contract (cont.)**

Upon roll call, the vote was as follows:

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

Nays: None

**Budget Transfers**

Member Nicklas moved, and Member Johnson seconded the motion, to approve the Educational Fund budget transfers, the Building Fund budget transfers, and the Auxiliary Fund budget transfers, as outlined in Exhibit G. (Copy of Exhibit G attached to minutes in the Board of Trustees Official Book of Minutes.)

Upon roll call, the vote was as follows:

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

Nays: None

**Bid Award--  
Offset Press**

Member Nugent moved, and Member Morton seconded the motion, to award to A.B.Dick Company the bid for a Model 360 Offset Press at \$4,558.84, less \$250.00 trade-in allowance, with the understanding that the trade-in option need not be exercised if Harper College is able to sell the used unit at a higher price (specifications included in Exhibit H-1). (Exhibit H-1 attached to minutes in the Board of Trustees Official Book of Minutes.)

Upon roll call, the vote was as follows:

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

Nays: None

**Bid Award--  
Photographic  
Supplies**

Member Johnson moved, and Member Morton seconded the motion, to award the bid for various photographic items, as in Exhibit H-2, as follows:

Triangle Camera in the amount of	\$1,603.53
General Camera in the amount of	<u>3,127.91</u>
Total Award	<u>\$4,731.44</u>

Member Nugent requested a brief explanation on these items. Dr. Voegel stated this bid was on photographic materials and supplies for the Learning Resource Center.

Upon roll call, the vote was as follows:

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

Nays: None

**NEW BUSINESS:**

**Payment of  
Wage/Price  
Freeze**

**Retroactive Pay**

Member Nugent moved, and Member Morton seconded the motion, to approve the administration's recommendation concerning retroactive pay as follows:

That full time faculty be paid as a lump sum the additional 16.67% of the 1971-72 contract increment that has been withheld;

That classified and hourly employees be paid as a lump sum an amount computed by multiplying the semi-monthly or hourly rate increment times the number of semi-monthly pay periods or hours worked during the August 15 to November 14 freeze period;

That part-time faculty paid fall semester at the 1970-71 rates, but entitled to a higher rate in the 1971-72 school year because of improved experience or academic qualifications, be paid as a lump sum the amount otherwise due them but for the freeze;

That these final Wage-Price Freeze adjustments be incorporated in the February 29, 1972, payroll.

Member Nugent stated this was a very sensitive area and commended the administration for keeping on top of this. He stated he would like a notice sent out to the staff involved notifying them of the amounts to be paid. After discussion, it was agreed a separate notice would be enclosed with the paychecks stating the amount of the payment.

**Correction of  
Deed for Land  
Transfer**

Mr. Mann referred to Exhibit J concerning a minor error detected concerning the land transferred to the State of Illinois for the Algonquin Road improvements at the southwest corner of the campus. Included in the exhibit was a letter from Mr. Hines suggesting action to correct this error.

Member Nicklas moved, and Member Johnson seconded the motion, to approve the resolution correcting the error in the land transfer to the State of Illinois. (Exhibit J and resolution follows minutes in the Official Board of Trustees Book of Minutes.)

Upon roll call, the vote was as follows:

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

Nays: None

**PRESIDENT'S  
REPORT:**

Dr. Lahti reported good progress is being made on the budgeting process. He stated division chairmen, deans, everyone is giving full cooperation. He informed the Board the length of the process has been cut down significantly this year and stated he expected it would not be too long before the administration will be ready for a Board Budget Committee meeting.

Dr. Lahti reported two meeting dates had been set for deliberations of the Citizens Long Range Planning Committee. He stated the Board would receive the notices of the meetings. The committee members have the Board members' phone numbers and will be encouraged to call the Board members if they have questions.

Dr. Lahti requested that Dr. Lucas report on the Board of Higher Education meeting. Dr. Lucas commented on both that meeting and the one in Denver. He stated they confirmed that very few colleges are knowledgeable in the sophisticated process of long range planning.

Mr. Andries reported has had excellent coverage in the media in the last two weeks or so. He reported on the coverage on Channel 2 on the Child Care Program. He discussed the development of a group of volunteers, women in the community who will acquaint the churches in the area with Harper programs.

Mr. Gelch reported on the basketball and wrestling programs.

Chairman Hansen informed the Board that unless some college business develops, which is not apparent now, the second Board meeting in February will probably be canceled by letter. Dr. Lahti stated there will be no problem in meeting the Junior College Board deadline. He stated the second meeting of the month is still being left open for any discussion or programming the Board may wish, with the first meeting of the month the business meeting.

Member Nugent stated the Accountability Committee was still in the process he had described last month. They have defined accountability at least in a preliminary way. They are now proceeding through each of the representative groups. The trustees, administration, and faculty have presented their positions; still have the classified staff and students to consider. He stated

PRESIDENT'S  
REPORT: (Cont.)

it generally takes two meetings for each group to present their position. He stated the next step would be through a sub-committee approach to try and present a conceptual model as it would relate to entire institution. Subsequent to that, he stated, they may be ready to come back to the Board with a report.

ADJOURNMENT:

Member Nugent moved, and Member Nicklas seconded the motion, that the meeting be adjourned at 11:00 p.m. Motion unanimous.

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Chairman Hansen

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Secretary Morton