

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

Minutes of the Special Board Meeting of Thursday, January 18, 1977

Due to lack of a quorum, Chairman Munson stated there would be a preliminary discussion on enrollment until a quorum of the Board was reached. She turned the meeting over to Dr. Fischer. Dr. Fischer referred to the Table of Contents from the material for presentation and reviewed the projections the college had received in the past from A. D. Little & Associates in 1966 and 1970, and from the firm of Real Estate Research Associates in 1971, 1973, and 1976. He pointed out the consistent pattern of seeking information from outside consultants.

Member Nicklas and Member Moats entered the meeting at 8:08 p.m.

CALL TO ORDER:

Chairman Munson called the special meeting of the Board of Trustees of Community College District No. 512 to order on Thursday, Jan. 18, 1977, at 8:10 p.m., in the Board Room of the Administration Building, Algonquin and Roselle Roads.

ROLL CALL:

Present: Members Robert R. Moats, Shirley A. Munson, Jessalyn M. Nicklas, Robert G. Rausch, Natalie Weber and Student Member Robin Turpin
Absent: Members William A. Kelly and Judith Troehler

Also present: Robert E. Lahti, John Birkholz, Anton A. Dolejs, Dennis Dunton, C. F. Falk, Guerin Fischer, Jean Goodling, Pat Lewis, Jack Lucas, W. J. Mann, William E. Miller, George Minkevich, Don Misic, J. Powell, Donn Stansbury, Bill Schooley, Elaine Stoermer--Harper College; Jody Saunders and Paul Scott--Harper Students; Diane Granat--Paddock Publications; and Dean Anderson

NEW BUSINESS:

Enrollment
Projections

Using charts, Dr. Fischer reviewed the methodology for making projections, stating that all projections were based on 10th day data. He discussed the data generated for various reports--the 10th Day Report, Mid-term Report, RAMP document--and also for public relations. Dr. Lahti pointed out that with the new computerized reporting system the college can now provide data at various other entry points. Dr. Fischer reminded the Board that the college is reimbursed for FTE credit only.

Dr. Fischer distributed packets of back-up materials to the Board. He compared traditional credits between the old and new course organization in the divisions and discussed the many programs incorporated in Continuing Education and the two new divisions--Special Services and Lifelong Learning. Dr. Fischer discussed the comparison of assumptions for three enrollment

NEW BUSINESS:

Enrollment
Projections
(cont.)

projections, stating the lower or conservative range is identified for budget purposes.

Dr. Mann presented data which had been prepared for the Budget Committee. He stated the budget is established in the spring, based on enrollment estimates. He commented he would rather the estimates for budget purposes were slightly less than actual, as it is easier to increase than decrease. Dr. Mann explained that two different concepts are used for budget and facilities, along with different assumptions. The higher range is used for facilities, as five years is usually needed for this type of planning. Dr. Mann pointed out Buildings "G" and "H" have been under way for eight years. Member Moats stated Building "M" was authorized by the taxpayers more than one and a half years ago, and the target date is now 1979. Dr. Lahti stated the college is about two or three years overdue for a revised district Master Plan, stating it is most unusual not to update a Master Plan at least every five years.

Dr. Mann discussed space utilization, stating Harper has the highest utilization in the State. Space is based on day FTE; there is no space allocation for night school. Dr. Mann explained that when the State formula was devised there weren't the night school operations there are now. He stated he felt the formula will be changed eventually to meet the trends. The cost of renting space was discussed, and again it was pointed out the State provides no allocation for rental of space. Dr. Lahti stated if the college intends to serve the community, they will have to continue to lease space until further facilities are available. Dr. Mann commented on the mounting maintenance costs which go along with high utilization of space. Dr. Lahti pointed out the space utilization figures are two years old, and the evening program is continuing to grow rapidly. Dr. Birkholz stated Harper has substantially less square footage per student than other community colleges in the State. He stressed the need for specialized facilities to meet the demand for specialized programs, pointing out that otherwise the district will be paying chargebacks to other colleges.

Chairman Munson commented that one of the decisions the Board will need to make is whether they are going to spend money for new programs.

De. Lahti stated the present FTE is 6500 to 7000, and the campus is designed for 7,000; in the next five years there will be 8,000 FTE. Dr. Lahti asked how the Board wants the administration to prepare to meet these needs, how should they proceed? Chairman Munson felt they could not proceed any faster than the allocation. Dr. Lahti pointed out, to be in line, they need an answer five years in advance. He stated it was not just student

NEW BUSINESS:
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(cont.)

enrollment they were talking about, but also State political decisions. Member Rausch felt the question should be turned around and the administration asked what recommendations they will be bringing to the Board.

In answer to a question from Member Moats, Dr. Lahti stated the referendum covered the completion of the facilities on the present campus in the Master Plan. Member Nicklas stressed the Master Plan is for 7,000 FTE; she pointed out that when the campus is completed, according to the Master Plan, it will be overpopulated. She also reminded the Board of those students off campus, asking if the Board intended to pay rent or put them on campus. Chairman Munson felt the Board will have to decide whether to take on additional costs of additional facilities.

Dr. Mann spoke of the need for a revised Master Plan, along with justification for it, to be presented to the State. Member Nicklas felt unless the Board planned for the future, they were not looking out for the people of the community. Member Rausch stated it was obvious the Board must look at a revised Master Plan. Dr. Lahti added that the only acceptable way to communicate with the State was with a Master Plan.

Dr. Lahti referred to the projections and the performance record of the administration and asked if the Board desired a change in methods, or if they felt past experience was adequate enough for the administration to continue using existing methods.

Chairman Munson thanked Dr. Fischer and Dr. Mann for their presentation. She summarized the conclusions reached, stating the Board now had insight on what must be dealt with in the future and the necessity for long-range planning. She directed the administration to review documentation and updating of the Master Plan.

Dr. Lahti stated the presentation was basically the first step of the Master Planning process, which the administration will update every year. He stated all assumptions should be inserted in the Master Plan.

ADJOURNMENT:

Member Rausch moved, Member Weber seconded, that the meeting be adjourned at 10:40 p.m. Motion carried.

Chairman Shirley Munson