

WILLIAM RAINEY HARPER COLLEGE
Algonquin & Roselle Roads
Palatine, Illinois

BOARD MEETING

AGENDA

October 27, 1983

8:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
- IV. Citizen Participation
- V. Approval of Disbursements
 - A. Bills Payable, Payroll for September 30 and October 15, 1983, and Estimated Payroll for October 16 through November 30, 1983 Exhibit V-A
 - B. Financial Statements Exhibit V-B
 - C. Budget Transfers
 - D. Bid Awards Exhibit V-D
 - E. Purchase Orders Exhibit V-E
- VI. Communications
- VII. Unfinished Business
 - Committee Reports
- VIII. New Business
 - A. RECOMMENDATION: Personnel Actions
 - 1. Personnel Action Sheet Exhibit VIII-A-1
 - 2. Salary Schedule--Adjunct Faculty Exhibit VIII-A-2
 - 3. Faculty Leave of Absence--BUS/SS Exhibit VIII-A-3
 - 4. Classified Employee Procedure Manual Exhibit VIII-A-4
 - B. RECOMMENDATION: Audit Report--Peat, Marwick, Mitchell and Company Exhibit VIII-B
 - C. RECOMMENDATION: Contract Settlement with Cadgineering Services Exhibit VIII-C
 - D. BOARD INFORMATION: Northwest Area Vocational Education Center (NAVEC) Feasibility Study Report Exhibit VIII-D
 - E. BOARD INFORMATION: Date for Canvassing and Reorganization Meeting Exhibit VIII-E
 - F. BOARD INFORMATION: Grants and Gifts Status Report Exhibit VIII-F
- IX. President's Report
- X. Adjournment

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 Regular Board Meeting of Thursday, October 27, 1983

CALL TO ORDER: The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chairman Howard on Thursday, October 27, 1983 at 8:10 p.m. in the Board Room of the Administration Building, Algonquin and Roselle Roads, Palatine.

ROLL CALL: Present: Members Bone, Howard, Norwood, Vajda and Student Member Cynthia Bowers
Absent: Members Barch, Tomchek and Torisky

Also present: James J. McGrath, President; Peter Bakas, V.P. Administrative Services; Donn Stansbury, V.P. Student Affairs; David Williams, V.P. Academic Affairs; Ruth Williams, Recording Secretary; Felice Avila, Executive Assistant to the President; George Dorner, Dean of Technology, Math and Physical Science; John Gelch, Dean of Physical Education, Athletics and Recreation; Charles Harrington, Dean of Instruction; Bonnie Henry, Dean of Student Development; George Voegel, Dean of Educational Services; Larry Bielawa, Director of Personnel; Art Bowers, Director of Computer Services; Anton Dolejs, Director of Finance; Eileen Dubin, Director of Library Services; Al Dunikoski, Director of Media Services; Liz McKay, Director of Special Services; Don Misic, Director of Business Services; Elaine Stoermer, Director of College Relations; and Fred Vaisvil, Director of Career Center. Faculty: Larry Knight, President of Faculty Senate, Martha Bolt, Jean Longhurst and Don Sedik. Classified staff: Greg Atamian, Audiovisual; Frank Firak, Accounting Manager; Lori Guminski, Payroll, Thea Keshavarzi, Purchasing Agent; Kevin King, Supervisor of Public Safety; Linda Pones and Rena Trevor, Classified Employee Council. SEIU: Thomas Taylor, Custodian. Students: Ken Marek, President of Student Senate; Chuck Riggle, Harbinger; Robert Kerans, Kristin Anderson, Holly Guglielmi and Shannon Polkinhorne. Other guests: Dave Urbanek, Paddock Publications; John McCready, Peat, Marwick, Mitchell & Co.; Debra Black, Lin Rosenthal and Beverly Thompson, League of Women Voters; John Kurr, former student; and "a friend."

APPROVAL OF
MINUTES:
Regular
Meeting

Member Vajda moved, Member Bone seconded, approval of the minutes of the Regular Board Meeting of September 22, 1983.

In a voice vote, the motion carried.

APPROVAL OF
MINUTES:
Academic
Affairs and
Negotiations
and Employee
Relations
Committees

Member Vajda moved, Member Norwood seconded, approval of the minutes of the meetings on October 12, 1983 of the Academic Affairs and Negotiations and Employee Relations Committees.

Chairman Howard called attention to the reference to the grievance procedure in the minutes of the Negotiations and Employee Relations Committee. The statement should read "although the procedure may not result in a decision that satisfies the grievant, the Council feels that the procedure is fair and the steps used in the process remain the same."

In a voice vote, the motion carried.

CITIZEN
PARTICIPATION:

Former Harper College student John Kurr, whose enrollment has been dropped because of nonpayment of tuition obligations, addressed the Board. Mr. Kurr repeated the contention he expressed at the Board meeting of September 22, 1983 that he does not consider Federal Reserve notes to be a lawful medium of exchange. He did not wish to pay his tuition fees in Federal Reserve notes, but wished to pay in gold and silver coin. Mr. Kurr recalled that at the conclusion of his presentation, Chairman Howard stated he would be contacted by the Board. He received a letter from Mr. Donn Stansbury, Vice President of Student Affairs, dated October 20, 1983, stating that the Board of Trustees considers collection of tuition to be an administrative matter. Mr. Kurr asked Chairman Howard if this statement is correct. Chairman Howard affirmed that the collection of tuition is an administrative matter. Mr. Kurr then expressed his opinion that an instruction given by the Board to the administration of the College constitutes a meeting and is therefore a violation of the Open Meetings Act because the instruction was not given in a public meeting. Mr. Kurr then took exception to a legal opinion expressed in a letter from Mr. Stansbury dated October 6, 1983. (Copies of the letters from Mr. Stansbury and other correspondence distributed by Mr. Kurr to the Board are attached to the minutes in the Board of Trustees' Official Book of Minutes).

In the minutes of the Board meeting of September 22 it was reported that Mr. Kurr presented correspondence to the Board containing an interpretation of Article I, Section 10 of the United States Constitution to the effect that only gold and silver coin are legal tender. Mr. Kurr stated that the word "lawful" should have been used instead of "legal." Regarding a statement in the letter from Mr. Stansbury of October 6, 1983 that unless payment was received by October 14, 1983, his enrollment would be terminated, Mr. Kurr said that he was unaware that the Board had delegated the matter to the administration because at the conclusion of the September 22 meeting Chairman Howard stated that Mr. Kurr would

CITIZEN
PARTICIPATION:
(cont.)

be contacted. He interpreted that statement to mean he would be contacted by the Board of Trustees rather than by the administration. Consequently, Mr. Kurr feels he has been deprived of due process of law. After giving his interpretations of various aspects of constitutional law, Mr. Kurr stated that if the Board persists in following the current advice of its legal counsel, he will have to file criminal charges under Sections 241 and 242 of the U.S. Criminal Code. He also referred to the Illinois Criminal Code which he believes has been violated. Mr. Kurr added that he might also take civil action although he does not wish to do so. He stated that it is the responsibility of the College to petition the United States Government to bring gold and silver coin back into circulation. Chairman Howard stated that Mr. Kurr has received a response to his question. His material was given to the Board for study; the matter was referred to the attorney representing the College and a response was sent by the Vice President of Student Affairs who has the responsibility for dealing with student complaints. Mr. Kurr stated that a meeting to give instructions could not be held without violating the Open Meetings Act. Chairman Howard replied that another Board meeting was not convened and no vote was taken. Member Bone stated that she was not present at the Board meeting of September 22 and did not hear Mr. Kurr's presentation. She inquired of Chairman Howard whether an executive session had taken place after the meeting. Chairman Howard replied no executive session was held. Mr. Kurr protested that instructions from the Board to administrators must be given in a public meeting. Member Bone added that it is within the power of the Board Chairman to instruct the administration to pursue a course of action, in this case to respond and follow up on Mr. Kurr's complaint. Chairman Howard repeated that the matter was referred to legal counsel for consideration and then delegated to the proper official in the administration for action on the complaint. After hearing further protests from Mr. Kurr regarding being contacted by the administration rather than by the Board, Member Bone stated that regardless of Mr. Kurr's interpretation, the Chairman of the Board may very properly delegate the handling of the matter to the administration which serves as staff to the Board. Member Bone asked whether Mr. Kurr had paid an admission fee to the College and in what form the fee was paid. Mr. Kurr replied that he paid by check two years ago. Since that time he has educated himself regarding the correct procedure for payment.

Chairman Howard stated that the time limit of five minutes for citizen participation has been extended in this case. She added that Mr. Kurr has stated he may bring suit against the College, and the matter will be referred to legal counsel. Mr. Kurr replied that he had not said he would bring suit unless the Board votes

CITIZEN PARTICIPATION:
(cont.)

against him in this matter. Mr. Kurr requested the legal opinion of the counsel to read. Chairman Howard replied the correspondence from Mr. Stansbury contained the opinion of the legal counsel. Mr. Kurr replied that he wished to read the entire correspondence from the attorney. Chairman Howard stated the matter would be taken under consideration. Mr. Kurr asked when he would be contacted. Chairman Howard stated that he would be contacted within a reasonable length of time.

Chairman Howard welcomed to the meeting three observers from the League of Women Voters of Palatine.

DISBURSEMENTS:
Bills Payable,
Restricted
Purposes
Fund, Payroll,
Estimated
Payroll,
Lease of
Software,
and Bond
Paper

Member Bone moved, Member Norwood seconded, approval of the bills payable as presented in Exhibit V-A as follows:

Educational Fund (Sept. 14-30)	\$ 440,988.15
Educational Fund (Oct. 1-17)	63,194.29
Building Fund (Sept. 14-30)	404,384.91
Building Fund (Oct. 1-17)	71,758.46
Site & Construction Fund (Sept. 14-30)	104,454.37
Bond & Interest Fund (Sept. 14-30)	1,528,909.44
Auxiliary Fund (Sept. 14-30)	476,952.60
Auxiliary Fund (Oct. 1-17)	53,780.02
Restricted Purposes Fund	236,911.51

The payroll of September 30, 1983 in the amount of \$829,371.24; the payroll of October 15, 1983 in the amount of \$878,670.23; the estimated payroll of October 16, 1983 through November 30, 1983 in the amount of \$2,587,682.83; the estimated utility bills in the amount of \$120,000.00; Future Software for lease of software in the amount of \$10,000.00; and Uarco, Inc. for bond paper in the amount of \$6,391.96.

Chairman Howard stated that she has reviewed the Imprest Fund expenditures which include a \$10,000 payment to Computervision for the previously approved purchase of CAD/CAM equipment. The payment was approved at the Board meeting in September. Several other large items listed for the Imprest Fund are the result of bookstore purchases for which discounts were taken.

Upon roll call, the vote was as follows:

- Ayes: Members Bone, Howard, Norwood and Vajda
- Nays: None

Motion carried. Member Bowers voted aye.

Financial
Statements

Chairman Howard reported that although interest income is estimated in the current budget at 8½ percent, the current return on investments is approximately 10 percent.

DISBURSEMENTS: Member Norwood moved, Member Bone seconded, approval of the minutes of the Finance Committee meeting of October 18, 1983.

Finance
Committee
Minutes

In a voice vote, the motion carried.

President McGrath mentioned that in Mr. Kurr's presentation during Citizen Participation, Mr. Kurr stated that "lawful" instead of "legal" to describe the word "tender" should have been used in the minutes of September 22, 1983. Chairman Howard asked the Board if it were satisfactory to make this change by consensus. Board members agreed that the change be approved by consensus.

Budget
Transfers

There were no budget transfers.

Bid Awards

Member Bone moved, Member Norwood seconded, approval of the bid awards as described in Exhibit V-D (1-6) (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Ex. V-D1 Award bid Q-7168 for a 3/4 ton pickup truck and cargo van as requested by the Physical Plant to Schmerler Ford, the low bidder for the pickup truck, in the amount of \$7,643.98 and to Biggers Chevrolet, the low bidder for the van, in the amount of \$7,599.00 for a combined total of \$15,231.98.

Ex. V-D2 Award bid Q-7139 for three IBM Personal Computers and peripheral equipment as requested by the Business and Social Science Division for the Data Processing Department to Nabih's, Inc., the low bidder, in the amount of \$7,733.40.

Ex. V-D3 Award bid Q-7154 for an IBM Personal Computer, printer and peripheral equipment as requested by the Business and Social Science Division for the Marketing and Management departments to Compushop of Buffalo Grove, the low bidder, in the amount of \$6,990.36.

Ex. V-D4 Award bid Q-7170 for a time base corrector and a video cassette recorder as requested by the Learning Resources Center for Media Services to United Visual Aids and Roscor, the low bidders meeting specifications, for a total of \$10,761.00.

DISBURSEMENTS: Ex. V-D5 Award bid Q-7170 for the broadcast editing
Bid Awards system as requested by the Learning Resources
(cont.) Center for Media Services to Advanced Video
Communications, the low bidder meeting speci-
fications for the broadcast editing system, in
the amount of \$20,235,000.00.

Ex. V-D6 Award bid Q-7160 for printing of the Spring
1984 Women's Program Brochure to Rush Graphics,
the low bidder, in the amount of \$5,762.00.

Member Bone asked what criteria are used to select
addresses for mailing of the Women's Program Brochure
as described in Exhibit V-D6. Rena Trevor, Coordinator
of the Women's Program, replied that delivery to apart-
ment buildings has not been productive and those
addresses were eliminated from mailing lists.

Member Vajda asked if it would be possible to anticipate
requirements for personal computers in order to combine
the orders and deal with one supplier, thereby receiving
a larger price discount. Mr. Bakas replied that the
requisitions had been received at different times and
the specifications for the machines were also different
(Exhibits V-D2 and V-D3). A theft of computers at the
Northeast Center caused an unexpected need. However, in
the future these purchases will be combined. Member
Vajda added that he would like a study to be prepared
concerning requirements for the purchase of personal
computers.

Chairman Howard said that she had inquired regarding the
cost to the College of the theft incident and was informed
that insurance covered all but \$1,000 of the loss.
President McGrath thanked Don DeBiase, Director of the
Physical Plant, and the Department of Public Safety for
their successful efforts to demonstrate to the Cook
County Police Department that the incident was a
burglary and not mysterious disappearance.

Upon roll call, the vote was as follows:

Ayes: Members Bone, Howard, Norwood, and Vajda
Nays: None

Motion carried. Member Bowers voted aye.

Purchase
Orders

Member Bone moved, Member Norwood seconded, approval of
the purchase orders as listed in Exhibit V-E (1-5)
(attached to the minutes in the Board of Trustees'
Official Book of Minutes).

Ex. V-E1 Approve issuance of a purchase order to
Leavitt, Matheson & Lenet, Ltd. for planning
services for use in the pending condemnation
litigation by the Metropolitan Sanitary District
for an amount not to exceed \$5,000.00.

- DISBURSEMENTS: Ex. V-E2 Approve issuance of a purchase order to Terrence O'Brien & Company for planning services for use in the pending condemnation litigation by the Metropolitan Sanitary District for an amount not to exceed \$5,000.
- Ex. V-E3 Approve issuance of a purchase order to Honeywell Commercial Division to furnish labor and materials for the repair of a Honeywell Data Gathering Panel in the amount of \$5,167.00.
- Ex. V-E4 Approve issuance of a purchase order to Lambda Electronics Power Supplies for six dual power supplies in the amount of \$5,287.92.
- Ex. V-E5 Approve issuance of an after-the-fact purchase order to Industrial Sciences, Inc. for the repair of a television production switcher in an amount not to exceed \$5,000.00.

Mr. Bakas stated that an invoice had just been received in the amount of \$1,471.60 for the television switcher described in Ex. V-E5. Chairman Howard asked that the exhibit be changed to reflect the actual cost. Chairman Howard pointed out the explanation in Exhibit V-E5 had the effect that a staff member of the Media Services Department would be attending training sessions at Industrial Sciences, Inc. and the switcher had been sent to the company at the same time would enable the employee to receive training in the repair of the equipment. Repair costs and down time would be pared by having an employee trained to do the work.

Upon roll call, the vote was as follows:

Ayes: Members Bone, Howard, Norwood, and Vajda
Nays: None

Motion carried. Member Bowers voted aye.

COMMUNICATIONS: Member Bone reported that she had received some advertisements addressed to the Board. She also received inquiries regarding absentee voting procedures. Mr. Bakas replied that it is necessary to make absentee voting arrangements through the Office of the County Clerk.

UNFINISHED
BUSINESS:
Committee
Reports
Academic
Affairs

Member Bone reported that the Academic Affairs Committee met on October 12, 1983 and discussed revenue analyses of certain career programs. It was decided at the meeting to request President McGrath to convene a joint meeting of the faculty and administration and report to the Board of Trustees in December regarding the programs. Minutes of the meeting are available for study.

UNFINISHED

BUSINESS:

Committee

Reports

Academic

Affairs

(cont.)

Member Bone moved, Member Norwood seconded, that the Board request President McGrath to convene a joint committee of the faculty and administration to study analyses of certain career programs and report to the Board of Trustees in December.

In a voice vote, the motion carried.

Negotiations
and Employee
Relations

Chairman Howard reported that the committee discussed the revised Classified Employee Procedure Manual and reviewed collective bargaining legislation. Member Bone added that Board members and staff representatives planned to attend a collective bargaining workshop sponsored by the Illinois Community College Trustees Association on November 11, 1983.

Finance
Committee

Member Vajda stated that the committee met on October 18, 1983 for the purpose of reviewing the annual financial audit for fiscal year 1982-83 conducted by Peat, Marwick, Mitchell & Co.

Friends of
Harper

Member Norwood reported that the Friends of Harper plan to hold a "Membership Night" on November 2, 1983 and Board members are invited to attend.

Student
Member

Member Bowers reported on recent and upcoming student activities. She and other students attended the Illinois Community College Student Activities Convention in Springfield on September 30, 1983. New officers of the Student Senate include Ken Marek, President; Matt Scallon, Vice President; and Wendy Levine, Treasurer. The Student Senate is working on goals, including working with student recruitment efforts at the high schools and meeting with the administration. She invited Board members to attend meetings of the Student Senate. President McGrath cautioned Member Bowers to be careful to avoid violations of the Open Meetings Act which stipulates that notice of a public meeting be given if more than two Board members plan to attend. Chairman Howard stated that she has been very favorably impressed with stories in the Harbinger this fall and commended the work of editor Chuck Riggle. She asked about comments in the Harbinger about the lack of "quiet space" on campus. Member Bowers said she had heard comments from students about the lack of a quiet area. Chairman Howard stated the Board would like to be informed if the lack of quiet areas is a problem.

NEW BUSINESS:

Personnel

Actions

Member Norwood moved, Member Bone seconded, approval of the personnel actions as described in Exhibit VIII-A-1 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

NEW BUSINESS:PersonnelActionsClassified and SEIU Appointments

Geraldine Schuenke, Receptionist, p/t , 9-14-83, \$5,720
 Sue Baker, Asst. Resident Mgr. Northeast Center, 9-14-83,
 \$14,226
 Richard Duran, Public Safety Officer, 9-14-83, \$15,500
 Penny Thoma, Advisor, ABE/GED, p/t, 9-19-83, \$12,818
 Andrew Thornton, Asst. Program Suprv., p/t, 9-26-83, \$10,361
 Carl Butterfield, Supervisor, 10-01-83, \$27,702
 George Cwik, Equipment Mgr., 10-03-83, \$13,000
 Barbara Kaput, Receptionist, p/t, 10-03-83, \$8,447
 Michael Krizsanitz, Clerk/Dispatcher, 10-18-83, \$10,500
 Anthony Zungrone, LRC Clerk II, p/t, 10-24-83, \$5,242

Terminations

Iris Johnson, Asst. Head Cashier, 9-21-83
 Sally Brown, Tutor, p/t, 9-29-83
 Donna Dahlgren, Credentials Analyst, 10-03-83
 Marie Hendrych, Cashier, 10-14-83
 Marie K. Maier, LRC Clerk II, p/t, 10-20-83

Upon roll call, the vote was as follows:

Ayes: Members Bone, Howard, Norwood, and Vajda
 Nays: None

Motion carried. Member Bowers voted aye.

President McGrath commented on the promotion of Carl Butterfield to Supervisor of the Utility Department of the Physical Plant. Mr. Butterfield has been with the College for many years and has done an excellent job. President McGrath also mentioned that he is happy that George Cwik has returned to the College as Equipment Manager. Mr. Stansbury stated that the services of Credentials Analyst Donna Dahlgren will be missed.

Adjunct
 Faculty
 Compensation
 Schedule

Member Bone moved, Member Vajda seconded, adoption of the Adjunct Faculty Compensation Schedule for 1984 (as described in Exhibit VIII-A-2 (attached to the minutes in the Board of Trustees' Official Book of Minutes)).

Member Bone commented that this schedule would be effective for spring, summer and fall of 1984 and asked if changes in collective bargaining legislation would conflict with the schedule. President McGrath replied that compensation would not be changed by the new legislation.

Upon roll call, the vote was as follows:

Ayes: Members Bone, Howard, Norwood, and Vajda
 Nays: None

Motion carried. Member Bowers voted aye.

NEW BUSINESS: Member Bone moved, Member Norwood seconded, approval of maternity leave without pay for Professor Mary Waite as described in Exhibit VIII-A-3 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Personnel Actions (cont.)
Faculty Leave of Absence
Upon roll call, the vote was as follows:

Ayes: Members Bone, Howard, Norwood, and Vajda
Nays: None

Motion carried. Member Bowers voted aye.

Classified Employee Procedure Manual
Chairman Howard stated that the Classified Employee Procedure Manual had been reviewed in detail at the Meeting of the Negotiations and Employee Relations Committee.

Member Vajda moved, Member Norwood seconded, approval of the Classified Employee Procedure Manual as described in Exhibit VIII-A-4 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

Member Bone commended the Executive Committee of the Classified Employee Council for the excellent job that was done in making the manual a clear, well written document. President McGrath added his thanks to the Council members for their patience in waiting for the revision.

Annual Financial Audit
Chairman Howard commented that the Annual Financial Audit had been reviewed very carefully at the meeting of the Finance Committee on October 18, 1983.

Member Vajda moved, Member Norwood seconded, acceptance of the Annual Financial Audit for fiscal year 1982-83, including the Disadvantaged Student Grant, the 1981-82 and 1982-83 Records of the Basic Educational Opportunity Grant Programs (Pell Grants), and the State Aid Reimbursement Special Report as described in Exhibit VIII-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

Contract Settlement CADgineering Services
Chairman Howard stated that the contract settlement was necessitated by the bankruptcy petition of CADgineering Services.

Member Norwood moved, Member Vajda seconded, approval of a proposed settlement with CADgineering Services rejecting the two executory contracts as described in Exhibit VIII-C (attached to the minutes in the Board of Trustees' Official Book of Minutes).

NEW BUSINESS: Upon roll call, the vote was as follows:

Contract

Settlement

CADgineering

Services

(cont.)

Ayes: Members Bone, Howard, Norwood, and Vajda

Nays: None

Motion carried. Member Bowers voted aye.

Northwest
Area

Vocational

Education

Center

(NAVEC)

Feasibility

Study

Report

President McGrath stated that two years ago representatives from High School Districts 211, 214 and 220 and from Harper College met to discuss the possibility of an area vocational system. Cooperation now exists in the areas of horticulture and food service. The high school superintendents and President McGrath met and prepared a summary of the study conducted to determine the feasibility of developing the vocational center. The Board had authorized the sum of \$4,000 - \$6,000 for preparation of the study. However, it was possible to obtain a grant from the State for this purpose. Consequently, College funds were not required. Harper College administrators Charles Harrington and Bill Howard met with a committee and selected a team of consultants from Northern Illinois University to prepare the study. The study concluded that it is feasible to cooperate with the high school districts in the development of an area vocational system.

Dr. Harrington reported that he and Dean Bill Howard met with the area superintendents recently and heard a representative from the State of Illinois report that all schools in the State will move toward this type of endeavor because funding of vocational programs is changing and only those programs which are needed will be funded. Chairman Howard stated that she is pleased with the efforts toward cooperation which will save money and serve students better. President McGrath added that the recommendations in the study will be studied and administrative recommendations submitted to the Board at a later date. Member Vajda commented that he would like greater newspaper coverage of this subject.

Canvass
of the Board
Election
and Reorgani-
zation
Meeting

Chairman Howard asked Board members if they wished to combine the canvass of the Board Election and Reorganization Meeting into one meeting.

Member Vajda moved, Member Bone seconded, that a Canvass of the Board Election and Reorganization Meeting be held on Monday, November 14, 1983 at 7:30 a.m.

In a voice vote, the motion carried.

Grants and
Gifts
Status
Report

Dr. George Voegel stated that there were no operational changes in the Grants and Gifts Status Report.

PRESIDENT'S
REPORT:

President McGrath began his report by mentioning the Fourth Annual Shakespeare Festival which was a very successful event. He thanked Shakespeare Committee members Mike Bartos, Martin Ryan, Mike Brown, Mary Jo Willis and Nancy Leonchik for their efforts in organizing the event. He added that occasions such as the Shakespeare Festival help to establish Harper College as a cultural center for the northwest suburbs.

"Butterflies Are Free" will be presented by the Harper College Theatre on November 11, 12, 18 and 19 in Building J, Room 143 at 8:00 p.m. The play is directed by John Muchmore. At the November 12 performance interpreters for the hearing impaired will be present.

President McGrath welcomed Mr. Henry Rogers, a retired Employee from Continental Can Co., to the College. Mr. Rogers has volunteered to assist counselors in the Student Development area, particularly with visits to businesses in the northwest suburbs in connection with career and employment services.

Phillips Pipe Line Company has donated 1,270 pounds of cleaning acid to the College. The acid, for use in cleaning the boiler tubes, is worth approximately \$1,000.

Professor Molly Waite will serve as moderator at a session of the Conference on Telelearning to be held at the Loop College on November 3 and 4. Telecourses in sociology and psychology were offered at Harper College last summer.

Dean Bill Howard conducted a training session for the Board of Education and central administrative staff at the Schaumburg school district. Bill also conducted a long range planning workshop for the board and staff of the Barrington Area Library. President McGrath thanked Bill Howard for his work with community organizations.

Director of Special Services Liz McKay recently delivered the keynote address to the University of Illinois Annual Medical Scholars Retreat at Urbana-Champaign. Her address was entitled "Listening and Learning: The Human Side of a Profession."

Coordinator of Disabled Student Services Tom Thompson has written an article entitled "Who are the Learning Disabled?" The article was published in the Bulletin of the Association on Handicapped Student Service Programs in Postsecondary Education.

PRESIDENT'S
REPORT:
(cont.)

The drawings of Professor Gertrude Lempp-Kerbis are included in a recently published book entitled "Chicago Architects Design: A Century of Architectural Drawings from the Art Institute of Chicago"

Sandra Dubinsky, a fashion design student at Harper College, won first place in a competition held by the Fashion Group, Inc. Five of the ten finalists in the competition have studied fashion design at Harper. Two hundred fashion design students in the Chicago area competed for the prestigious award.

Dr. Richard Kolze, superintendent of High School District 211, has been named School Administrator of the Year for the Chicago region by the "Those Who Excel" program administered by the Illinois Board of Education. A congratulatory letter has been sent to Dr. Kolze.

State Senators have voted to restore full funding to the Veterans Scholarship program by overriding the Governor's veto of Senate Bill 378. The House of Representatives will vote on the measure next week.

Dean of Student Development Bonnie Henry discussed the reorganization of the Student Development Center into four areas.

An On Line Computerized Library Center has been installed in the Learning Resources Center. Eileen Dubin reported that the Center connects Harper College to 3,000 libraries.

President McGrath asked employees of the College to support the Crusade of Mercy. The campaign will last from October 31 until November 11.

Martha Bolt introduced members of the Women's Volleyball Team and coach Kathy Brinkman and assistant coach Debby Dilks. The team won the North Central Community College Conference (N4C) championship by defeating Triton College. Certificates were presented to team members Rachelle Swain, Deborah Gricus, Julie Rapp, Julie Skoczylas, Susan Kountz, Margie Michalak, Laura Richie, Dawn Shepherd, Holly Botts and June Fenzel.

ADJOURNMENT:

Member Norwood moved, Member Bone seconded, that the meeting be adjourned.

In a voice vote, the motion carried and the meeting was adjourned at 9:50 p.m.

Kris Howard
Chairman

Janet W. Bone
Secretary