

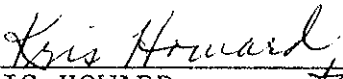
WILLIAM RAINEY HARPER COLLEGE  
1200 West Algonquin Road  
Palatine, Illinois

COMMITTEE OF THE WHOLE MEETING

TO: Members of the Board of Trustees of Community College  
District No. 512, Counties of Cook, Kane, Lake and  
McHenry, State of Illinois

NOTICE IS HEREBY GIVEN that there will be a Committee  
of the Whole meeting of the Board of Trustees of Harper College  
on Wednesday, June 15, 1988, starting at 7:00 p.m. in the Board  
Room of Building A for the purpose of discussing the 1987-88  
goals accomplishment and the Institutional Planning Committee's  
proposed goals for 1988-89.

DATED THIS 1st day of June, 1988, at Palatine, Illinois.

  
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KRIS HOWARD  
Chairman, Board of Trustees

cc: Members of the Board of Trustees

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 Committee-of-the-Whole Meeting of Wednesday, June 15, 1988

The meeting commenced at 7:00 p.m.

Members present: Board Members Barton, Coste, Howard, Miller, Moats, Norwood and Orzech

Also present: Paul N. Thompson, President; Bonnie Henry, V.P. Student Affairs; Vern Manke, V.P. Administrative Services; David Williams, V.P. Academic Affairs; Pat Bourke, Chairman of Administrative Steering Committee for Marketing; Pat Mulcrone, Chairman of Institutional Marketing Committee; Vic Berner, Dean of Business Services and Finance; Steve Catlin, Dean of Admissions and Registrar; Al Dunikoski, Dean of Learning Resources Center; Joan Kindle, Dean of Student Development; Liz McKay, Dean of Special Programs and Services; Larry Bielawa, Director of Personnel; Bruce Bohrer, Director of Admissions; Larry Haffner, Director of Academic Computing; Jack Lucas, Director of Planning and Research; Elaine Stoermer, Director of College Relations; Ruth Williams, Recording Secretary

OVERVIEW OF INSTITUTIONAL PLANNING PROCESS: Vice President of Student Affairs Bonnie Henry explained the institutional planning process cycle. A three-year long range plan was adopted in May, 1987. The process will begin again in Spring 1989 for presentation to the Board in May 1989. The goals for the coming year will be presented to the President and Vice Presidents in December 1988 for incorporation into the budgeting process.

THREE-YEAR LONG RANGE PLAN REVIEW: Dr. Henry explained that the long range plan reflects the direction Harper College should take during the next three years. Chairman Howard noted that time frames are necessary to achieve goals.

1987-88 GOALS: Vice President of Academic Affairs David Williams and Vice President of Student Affairs Bonnie Henry reviewed each of the 1987-88 Institutional Goals. Dr. Henry reviewed attempts to strengthen rapport with high school counselors by the use of student ambassadors and other pilot programs.

Dr. Williams noted that a comprehensive total program for staff resource development is needed, and efforts are being made for a continuous program of updating all staff on basic campus information, the College mission and future plans for the College.

Vice President Vern Manke noted that personnel procedures are monitored constantly and the classified staff manual is kept up to date.

1987-88 Institutional Goals: Dr. Williams reviewed actions which have been taken to meet facility/space needs. The space study document was completed. Some progress has been made to develop a computerized system for room utilization. Mr. Manke noted the options of funding space needs are being studied. The architect is finalizing specifications. A project timetable has been prepared by the architect for study by President Thompson and the Board.

Mr. Manke described efforts to achieve a sound financial condition for the College. He stated a College-wide asset replacement program has been developed.

Dr. Williams noted efforts to expand the external resources of the College. Director of Development Ray Devery noted the expansion of the donor base.

Concerning the Institutional Goals Accomplishment Report, Dr. Williams noted efforts to establish appropriate courses to provide assistance for local business and industry desiring expansion to global market-places. The Pacific Rim International Task Force is coordinated by Dean of Business and Social Science Tom Johnson.

Member Moats stressed the importance of international training to enhance efforts in world competition.

Institutional Planning Committee 1988-89 Proposed Goals: Chairman of the Institutional Planning Committee Pat Mulcrone described the composition and procedures of the Committee. Ten-Year Vision Ideas have been developed. Trends affecting the College have been identified.

Enrollment Planning Guidelines--Proposed Marketing Strategies: Chairman of the Administrative Marketing Committee Pat Bourke described the work of the Committee throughout the year. The Committee has identified Quantitative Goals and Objectives for 1988-90, received recommendations from the Institutional Marketing Committee, and responsibility for developing strategies to meet the goals has been assigned to appropriate administrators.

It was moved and seconded that the meeting be adjourned. In a voice vote, the motion carried, and the meeting was adjourned at 9:30 p.m.

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Kris Howard, Chairman