

WILLIAM RAINEY HARPER COLLEGE
1200 West Algonquin Road
Palatine, Illinois

Board Meeting

Agenda

June 24, 1993

7:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Citizen Participation
- IV. Communications
- V. Unfinished Business
 - A. Approval of Agenda
 - B. Student Trustee Report
- VI. Approval of Consent Agenda (Roll Call Vote)
 - A. For Approval
 - 1. Minutes--May 27 Regular Board meeting and executive session Exhibit VI-A-1
 - 2. Bills Payable, Payrolls for May 28 and June 11. Exhibit VI-A-2
Estimated payrolls for June 12 through August 6, 1993
 - B. For Information
 - 1. Financial Statements Exhibit VI-B-1
 - 2. Committee and Liaison Reports Exhibit VI-B-2
 - 3. Grants and Gifts Status Report Exhibit VI-B-3
- VII. Approval of Bid Awards/Purchase Orders Exhibit VII
- VIII. New Business
 - A. RECOMMENDATION: Personnel Actions Exhibit VIII-A-1
 - 1. Personnel Action Sheets
 - 2. Salary Program--Administrators (Tentative/To be
 - 3. Salary Program--Classified and (hand-carried
Supervisory/Confidential Staff
 - B. RECOMMENDATION: Resolution to Establish 1993-94 Budget Exhibit VIII-B
Hearing Date
 - C. RECOMMENDATION: Resolution to Transfer Interest Income Exhibit VIII-C
from Working Cash Fund to Educational Fund
 - D. RECOMMENDATION: Student Service Awards--Spring, 1993 Exhibit VIII-D
 - E. RECOMMENDATION: Confirmation of Appointments -- Educational Exhibit VIII-E
Foundation Board of Directors
 - F. RECOMMENDATION: Resolution: Authorization for Check Exhibit VIII-F
Signatories
- IX. Other Business
- X. President's Report
- XI. 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, June 24, 1993.

CALL TO ORDER: The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chairman Norwood on Thursday, June 24, 1993 at 7:05 p.m. in the Board Room of the Administration Building, 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL: Present: Members Barton, Born, Coste, Gillette, Howard, Moats, Norwood, and Student Member Norris

Absent: None

Also present: Paul Thompson, President; Ed Dolan, V.P. Academic Affairs; Bonnie Henry, V.P. Student Affairs; Vern Manke, V.P. Administrative Services; David McShane, V.P. of Information Systems; Susan Webb-Kmiec, Recording Secretary; Ted Agresta; Felice Avila; Vic Berner; Larry Bielawa; Bruce Bohrer; Diane Callin; Steve Catlin; Stephan Dudek; Robert Getz; Jerry Gotham; Thea Keshavarzi; Bill Neuman; Jeanne Pankanin; Frank Solano; Karen White; Laurie Wren; and Joan Young - Harper College. Cheryl Brandt - Harper Student Senate. Mary Haffenberg - Pioneer Press; Ron Hesselbard - Daily Herald. Guests: Marilyn Amundson; Marjorie Anderson; Syril Birch; Michael Collins; Gea Collins; Kayla Earle; M.B. Earle; Vernabell Fleck; Hank Fleck; Dorothy Fleming; Warren Fredericksen; Gertrude Fredricksen; Elaine Goldstein; Evelyn Grote; Crecenthia Istok; Steve Istok; Jewel Johansen; Ernest Johnson; Elaine Johnson; Emily Jones; G. Kavanaugh; Wanda Kavanaugh; Natalie Kiesling; Ed Kraft; Lucille Kraft; Myrtle Kramer; Edward Michalek; Margaret Mueller; Fran O'Boyle; Hugh O'Boyle; Adele Rosenwinhel; Andy Runyon; Dante Scaccianore; Bella Scaccianore; Frances Schaeffer; Loren Schomburg; Dorothy Schomburg; Jan Scherman; Zelda Wessies; Betty Wilson; Charles Wilson - Harper Senior Citizen Students. R.J. Galla - R.J. Galla, Inc.

CITIZEN
PARTICIPATION

A number of senior citizens were present to express their objection to the cuts in the Aquacize program. Michael Collins addressed the Board as their representative. He has

Citizen
Participation
(cont'd)

been a resident of Palatine for the past 25 years. Mr. Collins thanked President Thompson and Dean Chapman for their hospitality and help in obtaining information. The senior citizens were addressing the Board at this late date because they only learned on June 9 that the program was being changed, and had never received Dr. Thompson's letter dated May 26. There are currently approximately 500 Aquacize students per semester, and of that, more than 400 are age 65 and above. Most of the participants are taking the course for medical purposes and have been advised to do this by their doctors. Mr. Collins addressed the change in the payment for the course. Presently those 65 and older do not pay for the course and are very grateful for this courtesy. However, the new schedule will require them to pay \$36 for the two-hour-per-week program. Mr. Collins stated that according to the registration department, the course was no longer going to be free for citizens 65 and above on the basis of availability, and was no longer going to be 50 percent of the fee for seniors between 60 and 65. The seniors are disappointed in this change.

As to the reasons for senior citizen exemption and discounts, Mr. Collins quoted past Student Trustee Dean Sprake-Jones as saying that full-time students should not pay for a select segment of society. He felt that this was a very insensitive remark from a young and inexperienced student. He also quoted Chairman Norwood as responding that seniors have different needs and are on a tight budget. The seniors have paid the tuition for themselves and their children and now deserve this consideration. Mr. Collins reminded the Board that these seniors pay significant real estate taxes that go to Harper as well as many other programs in the area.

Mr. Collins noted that the incremental income that the school will receive by charging the fees is \$12,000 if the enrollment continues at the present rate. He suggested that the College could possibly get that money from alternative sources. In recognition of the needs of the seniors in the community and the fact that seniors are faced with ever-increasing costs while living on fixed retirement incomes, Mr. Collins requested that the Board of Trustees demonstrate sensitivity and rescind the Aquacize fee for seniors 60 and over, and revert to the fee schedules applicable in the 1992-93 College year.

Citizen
Participation
(cont'd)

Mr. Collins asked that the seniors be notified when discussion of this issue will take place so that they might be present. Chairman Norwood agreed to this request.

Mrs. Evelyn Jake also addressed the Board and reiterated that she and many of the senior citizens have serious health problems that are benefited by the Aquacize program.

Member Gillette noted that the seniors in attendance were waiting for some indication by the Board as to a future date for resolution to their problem. Chairman Norwood announced that information would be gathered and that this would be discussed at the July 22 regular Board meeting at 7 p.m.

Member Gillette asked for clarification of the policy that if there is space available, those over age 65 still get the course free. Mr. Collins stated that the present policy of determining "space available" two days before the class is scheduled to commence is very inconvenient for the seniors, especially with the difficulty in getting through on the phone lines during the registration period. Many seniors, some with disabilities, must come in to the College to register in person, which Mr. Collins felt was very insensitive.

COMMUNICATIONS

Chairman Norwood read a letter addressed to President Thompson from Gary Davis, Executive Director of ICCTA, announcing Member Sarah Born's appointment as Chair of the North Suburban Region of the Illinois Community College Trustees Association for 1993-94. As a member of the executive committee, Member Born will play a leading role in developing policies for the association.

UNFINISHED
BUSINESS

There was no unfinished business.

APPROVAL OF AGENDA

Member Barton moved, Member Howard seconded, that the agenda be approved with the addition of an executive session for the purpose of discussing personnel and negotiations.

In a voice vote, the motion carried.

STUDENT TRUSTEE
REPORT

Student Trustee Norris addressed the issue of a possible increase in the Student Activity fee. He felt that the anticipated amount that will be collected will be sufficient to support the activities without an increase. The tuition increase and the cuts in financial

Student Trustee
Report (cont'd)

aid have already had an impact on students, and Student Member Norris felt that this additional increase would not be fair.

Mr. Norris also opposed across-the-board raises for administrators without individual reviews. He felt that requiring the administration to work with this justification system will be a good role model for other College employees, and will benefit those who truly deserve a raise for work well done.

A summary of upcoming campus activities was presented.

Member Moats asked how much the student activities fee is increasing. Student Member Norris explained that this issue is still being discussed.

CONSENT AGENDA

Member Howard moved, Member Gillette seconded, approval of the minutes of the May 27, 1993 Regular Board meeting and executive session; for bills payable, payrolls for May 28 and June 11; estimated payrolls for June 12 through August 6, 1993; for financial statements, committee and liaison reports, and grants and gifts status report, as described in Exhibit VI-A-1 and A2 and VI-B1 through B3. (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Education Fund	\$ 456,817.83
Operations & Maintenance Fund	206,637.34
Operations & Maintenance Fund (Restricted)	144,955.34
Bond & Interest Fund	212.00
Auxiliary Fund	395,479.31
Restricted Purposes Fund	29,527.79
Building Bond Proceeds Fund	859,461.76
Trust & Agency Fund	995,414.99
Liability, Protection & Settlement Fund	44,205.50
Federal Funds	30,477.61

The payroll of May 28, 1993 in the amount of 1,100,414.40, payroll of June 11, 1993 in the amount of \$4,210,627.13; estimated payroll from June 12, 1993 through August 6, 1993 in the amount of \$4,210,627.13; estimated utility bills in the amount of \$120,000.00; payment to MacMillan/McGraw Hill for books in the amount of \$35.40; payment to Prentice Hall for books in the amount of \$512.26; payment to Addison Wesley for books in the amount of \$15.22; payment to Harcourt Brace Javanovich for books in the amount of \$60.77; payment to Black Dot

Consent Agenda
(cont'd)

Graphics for printing in the amount of \$10,433.80; payment to Weber Pharmacy for supplies in the amount of \$240.14; payment to Harper College Group Health for employee medical and dental insurance in the amount of \$529,866.40.

Member Moats reported on the activities of the Foundation. There were seven new people appointed at the last meeting. The committee structure was reviewed and formally implemented. This structure is a result of the studies that have been done by the Foundation and is representative of a cross-section of the Foundation as well as different employees of Harper. Member Moats thanked Felice Avila and Barbara Knoff for their work in seeing this realized. Don Barrington from Northrop has presented a \$20,000 check from Northrop for an endowment. Motorola at the last meeting committed to a \$50,000 endowed chair, \$10,000 per year for the next five years.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Coste, Gillette, Howard, Moats, and Norwood

Nays: None

Motion carried. Student Member Norris voted aye.

BID AWARDS

Member Barton moved, Member Howard seconded, approval of the bid awards as outlined in Exhibit VII-A1 through A3 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

President Thompson submitted a sheet to the Board that had been omitted itemizing the Coca Cola bid for Exhibit VII-A2. He stated that this does not change the recommendation.

Member Coste asked if the recommendation in VII-A3 for R.J. Galla includes Alternative #1, that Harper join the Illinois Community College Risk Management Consortium. Vice President Vern Manke responded that we are in a community college group, but not the one referred to in Alternative #1. The community colleges involved in our group are College of Lake County, Kishwaukee College, Rock Valley, Lewis and Clark, and McHenry. This group meets approximately 1-2 times per year to discuss insurance risks and cost control. There is a dividend granted based upon the

Bid Awards
(cont'd)

experience of the whole group, which is anticipated to be approximately \$109,000 for Harper College.

Member Gillette asked if the insurance company being recommended has been checked by a rating service. Mr. Manke replied that R.J. Galla is representing the Continental Insurance Company for the property and casualty insurance, and they have met the requirements of the Best rating which we required in the bid.

Student Member Norris left the meeting at 7:37 p.m.

In respect to the self-funded plan, Member Moats asked for clarification of the alternates in the exhibit. Alternate #1 would result in a cost to the College of \$209,091 if everything went well. In Alternate #2, the cost would be \$353,000. Alternate #3 is \$322,000. It was the administration's judgement that the risks are not worth the potential rewards with alternates #1 and #2. President Thompson and Mr. Manke explained the specifications that were not met on the incomplete bids.

Member Born requested that the bid awards be voted on separately.

Member Moats questioned the policy that if the College changes carriers, we lose the previous year's dividend. Mr. Manke stated that this is the way this particular group works, although this is not always a common practice. Member Gillette asked if the company would bid this policy without that condition. This is the way the agreement was set up from the beginning, and is based strictly on the history of losses. The College has done very well in recent years in this respect. Member Moats felt that this was not a wise policy to be forced to give up the dividend if we chose to go with a different carrier. Mr. Manke responded that we also have a fixed rate for the previous year. Members Barton and Howard noted that this is what we must do to reap the rewards of being part of a larger pool.

Member Gillette felt that the dividend should belong to the College even if we go to another carrier, and wondered if a bid of this sort is a compliant bid. Further discussion ensued regarding the options detailed in the bid documents, and the specifications made by both the College and the bidders.

Bid Awards
(cont'd)

Regarding Exhibit VII-A2 for the vending contract, Member Born asked what the length of the contract would be. Mr. Manke replied that this is a three-year contract, but can be terminated with cause and justification with 60-day notice. The three-year contract provides stability because of the investment made by the company for the number of machines needed on campus. The commission would be greatly reduced with a one-year bid because of the risk that the company may not get the bid again next year.

On Exhibit VII-A1, the vote was as follows:

Ayes: Members Barton, Born, Coste,
Gillette, Howard, Moats, and Norwood

Nays: None

Motion carried.

Member Moats asked if Lyng Canteen was the lowest most responsible bidder in this solicitation, or the most beneficial to the College. President Thompson responded that they are. Mr. Manke stated that the contract can be canceled if they are delinquent in their service, if we are not pleased with their service, and a number of other things that would justify terminating their contract. Member Coste asked if the lawyer had reviewed the bid and approved it. Mr. Manke replied that he had done so.

On Exhibit VII-A2, the vote was as follows:

Ayes: Members Gillette, Howard, Moats, and
Norwood

Nays: Member Born

Motion carried. Members Barton and Coste
abstained.

On Exhibit VII-A3, the vote was as follows:

Ayes: Members Barton, Born, Coste,
Gillette, Howard, Moats, and Norwood

Nays: None

Motion carried.

PURCHASE ORDERS

Member Howard moved, Member Born seconded,
approval of the purchase orders as listed in
Exhibits VII-B1 through B3 (attached to the

minutes in the Board of Trustees' Official Book of Minutes).

Member Gillette questioned the maintenance agreement for the Human Resource software system because of the plans to obsolete that system. President Thompson replied that it would be approximately three years before the change will take place. Vice President David McShane explained these are the standard software updates that provide the ongoing changes for federal regulations, W2 reports, etc. The financial system (general ledger, accounts payable, and accounts receivable) will be first system to be changed over to the new system. The Human Resource system will be phased out in year two of the three-year plan, and will not realize any savings until 1994-95. Member Gillette felt that this was an extremely high price for the updates described by Mr. McShane. Mr. McShane explained that this is a full human resource system and covers more than just payroll. The maintenance is done by the company as part of the arrangement. In order for the College to get the changes needed, they have to be put into the particular software package. The new software package being purchased will not require maintenance of this significant size. Member Moats asked if we have the option of making changes ourselves rather than purchasing these maintenance agreements. Mr. McShane replied that we do, but that this is very labor intensive. There was further discussion regarding the nature of the software package itself and the purchase of the maintenance package versus making changes and modifications in-house.

Mr. McShane explained that during the three-year period of bringing the new system on board, there will still be outlays such as the current maintenance agreement to remain functional. This will no longer be an expense by 1994-95 because the Human Resource package will be operational.

Member Moats again voiced his concern that this seems to be an inordinate amount of money being spent relative to what he has seen in the private sector. Member Gillette added that if the only thing that is truly needed is the update of the tax tables and forms rather than a total upgrade of the system, that should not cost \$40,000. He also asked if the College had looked into having an outside service do payroll. Mr. McShane replied that

Purchase Orders
(cont'd)

in reference to the maintenance of the system, it would be more expensive to bring people in on a per-hour basis to fix or upgrade the system. He added that the alternative of out-sourcing the payroll has been explored and that fund accounting payroll systems are routinely done in-house. There would be only a very minimal reduction in cost. Member Moats asked to see a quantitative study of the costs of doing this work in-house compared to out-sourcing it.

On Exhibit VII-B3, Member Gillette asked when these software packages were going to be phased out. Mr. McShane responded that these packages have a 30 to 60-day notice and can be reduced as they are not needed. He added that most of them will be dropped by 1994-95.

Member Moats asked if a summary of all the maintenance costs associated with our software and hardware could be available at the next Board meeting.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Coste,
Gillette, Howard, Moats, and Norwood

Nays: None

Motion carried.

PERSONNEL ACTIONS

Chairman Norwood deferred the action on Exhibits VIII-A2 and A3 until after the executive session.

Member Howard moved, Member Born seconded, approval of the personnel actions as listed in Exhibit VIII-A1 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Coste asked what the difference is between a temporary part-time employee and a regular part-time employee. President Thompson explained that people are hired on a temporary basis for such things as telephone research, follow-up studies, and registration. Some of these people have been working for years under the "temporary" classification, and this action merely clarifies their position as permanent. There is no salary or benefit difference, but they would accrue sick leave and vacation days.

Personnel Actions
(cont'd)

Member Gillette questioned the rationale for the addition of a new position of Telecommunications Manager. President Thompson responded that this is a phase-out of the consultant support by TSI with the phase-in of our own management for that area. Mr. McShane added that the consultant was being paid approximately \$100,000 per year.

Member Barton asked if all of the replacements listed were truly needed. President Thompson stated that departments are carefully looking at opportunities for attrition when people are leaving, and it was felt in these cases that the replacements were needed.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Coste,
Gillette, Howard, Moats, and Norwood
Nays: None

Motion carried.

Professional/Technical Appointments

Lucille Lopez-Wark, Resources for Women,
6/01/93, \$31,500
Kristin Jahns, Cardiac Rehab-PEAR, 6/16/93,
\$19,500
Renee Loth, Corporate Services, 7/19/93,
\$40,000

Supervisory/Confidential Appointments

James Bly, Information Systems/Technical
Services, 6/07/93, \$48,000

Classified Appointments

Edward Stowitts, Mail Center, 6/14/93,
\$10,920, p/t
Mary Lanus, Business & Social Science-CE,
6/21/93, \$9,880, p/t
Jason Tiggs, Mail Center, 6/28/93,
\$10,920, p/t

IEA-NEA Appointments

Arnold Michaels, Physical Plant, 6/14/93,
\$22,880

Classified Resignation

Scott Petrocelli, Mail Center, 6/04/93,
4.0 years

Status Changes - Temp. P/T to Regular P/T

Professional/Technical Status Changes

Joyce Jones, Learning Assistance Center-
AE/LS, 7/01/93, \$8,127, p/t

Personnel Actions
(cont'd)

Classified Status Changes

Rina Raudales, Adult Education Development-
AE/LS, 7/01/93, \$11,921, p/t
 Silvia Badiano, ESL/Linguistics-AE/LS,
7/01/93, \$13,714, p/t
 Sheila Joseph, Learning Assistance Center-
AE/LS, 7/01/93, \$5,329, p/t
 Anne Mohr, Business & Social Science,
7/01/93, \$6,052, p/t
 Miguel Patino, CAD & Manufacturing Center,
7/01/93, \$13,828, p/t
 Judy Amelse, Information Systems, 7/01/93,
\$6,602, p/t
 Bonnie Covey, Information Systems, 7/01/93,
\$6,602
 Rhea Dawson, Information Systems, 7/01/93,
\$6,602, p/t
 James Kaeseberg, Information Systems, 7/01/93,
\$6,602, p/t
 Jason Leznek, Information Systems, 7/01/93,
\$6,703, p/t
 Cathleen Paprocki, Information Systems,
7/01/93, \$13,000, p/t
 Leslie Keress, Learning Resource Center,
7/01/93, \$3,367
 Stefan Adam, Publications & Communication
Services, 7/01/93, \$14,929, p/t
 Heather Lyne, Student Development, 7/01/93,
\$4,580, p/t
 Lisa Wiggins, Student Development, 7/01/93,
\$4,580, p/t

BUDGET HEARING
DATE

Member Barton moved, Member Howard seconded, approval of the resolution to establish the 1993-94 Budget Hearing date and public notice as outlined in Exhibit VIII-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Coste stated that he had a request for additional information to be included on page one. The information was distributed to the Board members.

Member Barton asked if the Board is in effect saying that the 1993-94 budget is going to have a deficit of over \$10 million. President Thompson explained that the statement is that the Board will plan to expend a little over \$70 million out of a revenue stream that is estimated to be over \$60 million. The differential is that the College has been accumulating in reserve money to expend for construction and renovation. Those funds will be drawn down during this phase, and since we are not going to the taxpayers for a levy to replenish those funds, we will be expending

Budget Hearing
Date (cont'd)

more than the revenue coming in. Without the construction, the deficit would be somewhat over \$1 million. This could grow to a figure higher than that as other items are added to the budget.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Coste,
Gillette, Howard, Moats, and Norwood

Nays: None

Motion carried.

WORKING CASH FUND
TRANSFER

Member Barton moved, Member Born seconded, that the Board authorize the Treasurer to transfer earned interest in the amount of \$1 million from the Working Cash Fund to the Educational Purposes Fund as outlined in Exhibit VIII-C (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Vice President Manke explained that this transfer was in the 1992-93 budget and has to be done in June because this is the end of our fiscal year. There will be another amount for transfer in 1993-94 that was discussed at the last meeting. It will be less than the \$1 million because of low interest rates.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Coste,
Gillette, Howard, Moats, and Norwood

Nays: None

Motion carried.

STUDENT SERVICE
AWARDS

Member Howard moved, Member Born seconded, approval of the Student Services awards for 1992-93.

President Thompson explained the Student Service Awards to Member Gillette, noting that a stipend is made available as a partial tuition reimbursement for students who are recognized for very strong leadership work. Member Howard noted that the rationale is that if they are indeed giving time to student leadership, it takes away from the time that they might be working to pay their tuition. Member Gillette questioned how this is handled in terms of IRS requirements. Mr. Manke replied that this is more or less a contractual situation, and if it is under \$600

Student Service
Awards (cont'd)

then it does not have to be reported on a 1099. Member Gillette felt that we should have this checked by the attorney to ensure that we are not setting the students or the College up for a tax liability. This will be looked into.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Coste,
Gillette, Howard, Moats, and Norwood

Nays: None

Motion carried.

FOUNDATION BOARD
OF DIRECTORS

Member Moats moved, Member Barton seconded, that the Board approve the confirmation of the appointment of Fred Barr, James Bradley, Alan Herbert, Louis Holian, Lawrence Kaplan, Michael Kiss and Thomas MacCarthy as members of the Board of Directors of the Harper College Educational Foundation.

Member Born expressed her regret that there are no women on the list, and Chairman Norwood questioned if there were any African-Americans in the group. Member Moats promised to communicate their concerns to the Foundation at the next meeting. Member Born noted that it is the responsibility of the Harper Board to get more women involved in the Foundation. Member Moats stated that if a candidate comes forward, the Foundation is structured so that they could be brought in at any time.

Member Coste asked if there was a residency requirement for the Foundation Board, as some of those nominated reside outside of the district. Member Gillette was impressed that people who live and work outside of the district care enough about community college education to give their time.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Coste,
Gillette, Howard, Moats, and Norwood

Nays: None

Motion carried.

CHECK SIGNATORIES

Member Howard moved, Member Barton seconded, that the Board authorize Vernon Manke, Dr. Paul Thompson, Dr. Edmund Dolan and Victor Berner as check signatories as outlined in

Exhibit VIII-F (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Gillette asked if there was a bonding requirement for these people. Mr. Manke replied that they are automatically covered as an employee of the College.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Coste, Gillette, Howard, Moats, and Norwood

Nays: None

Motion carried.

PRESIDENT'S REPORT

President Thompson announced that the ICCB has recognized Harper College's substance abuse education and prevention program for their Award for Excellence. Vice President Bonnie Henry gave a brief history of the program and thanked those responsible for its implementation. They included Rosemary Murray, Phyllis Zabrocki, Russ Mills and Anita Crawley. One of the key components for which the award was given is the Rainey Retreat, which is a leadership and substance abuse education retreat for students. It is the hope of ICCB that other community colleges will identify their problems and institute similar programs.

The Harper Child Learning Center is among the first child care programs in the United States to be accredited by the National Academy of Early Childhood Programs. The Harper center serves 200 children each semester from ages 3 to 5. President Thompson congratulated the director of the program, Jane Thomas, and the staff who work with her.

The Career Transition Center has won the College Placement Council's 1993 Award for Excellence in the Educational Programming Category. The center was created by Harper and the Private Industry Council in response to community needs. President Thompson congratulated Mary Ann Jirak and the Career Transition Center staff for their efforts and for a job well done.

The ICCB Regional Planning event was hosted at Harper last week. Approximately 80 people participated and gave input as to what the future for the community college system ought to be. This information will be filtered together with all the regions in the state and

President's Report
(cont'd)

a plan will be developed that, it is hoped, will be ready for presentation in December.

The ICCTA recognized Harper alumnus Rosemary Mulligan with the 1993 Distinguished Alumnus Award for the state. Math professor Margaret Scott was recognized as Distinguished Faculty Member. President Thompson expressed his pride in our faculty. All of the people who were recognized as faculty members were given the opportunity to participate in an ethics workshop. One of our faculty, Peg Burbach, was a facilitator of that event.

The Annual Amateur Radio Field Day will be held on Saturday, June 26 at 1:00 p.m. through Sunday, June 27 at 1:00 p.m. George Dorner and Rich Bernstein as the Harper Air Hawks will join other local residents operating from the northwest area of the campus.

EXECUTIVE SESSION

Member Barton moved, Member Born seconded, that the Board adjourn into executive session for the purpose of discussing personnel and negotiations.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Coste, Gillette, Howard, Moats, and Norwood

Nays: None

Motion carried. The Board adjourned into executive session at 8:38 p.m.

Following executive session, it was moved and seconded that the Board return to regular session. By a voice vote the motion carried, and the Board reconvened into regular session at 10:30 p.m.

SALARY PROGRAMS

Member Howard moved, Member Barton seconded, approval of the sum of \$448,367 to implement the increase in salaries and fringe benefits for the Classified and Supervisory/Confidential employees as outlined in Exhibit VIII-A3 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Gillette, Howard, Moats and Norwood

Nays: Member Coste

Motion carried.

Salary Programs
(cont'd)

Member Barton moved, Member Born seconded, the approval of the administrative employment contracts in the sum of \$143,874 as outlined in revised Exhibit VIII-A-2 (attached to the minutes in the Board of Trustees' Official Book of Minutes), with two amendments: That the physical exam allowance remain the same and that professional development allowance increase by \$90 per administrator.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Gillette,
Howard and Norwood

Nays: Members Coste and Moats

Motion carrier.

Member Moats requested that the record show that he is against multi-year contracts for administrators, which is one of the primary reasons that he voted against this package. He also requested that the record show that he was disappointed that the Board did not even discuss this issue, and that it was put off for another year.

ADJOURNMENT

Member Barton moved, Member Born seconded, that the meeting be adjourned.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Coste, Gillette,
Howard, Moats and Norwood

Nays: None

Motion carried and the meeting adjourned at 10:33 p.m.