

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 Wednesday, September 14, 1994.

Call to Order: The Special meeting of the Board of Trustees of Community College District No. 512 was called to order by Vice Chairman Larry Moats on Wednesday, September 14, 1994 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, Howard (7:25 p.m.), Kolze, and Moats
Absent: Members Coste and Norwood; Student Member Beisiegel

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. Information Services; Larry Bielawa; Bob Getz; Bill Howard; Valerie Benitez; and Dan Back, Harbinger.

Member Moats explained that the purpose of the meeting was to receive information from Vice Presidents Ed Dolan and Bonnie Henry regarding the Academic Affairs and Student Affairs areas. He noted that there would be an executive session at the end of the meeting for the purpose of discussing collective bargaining and the appointment, employment and dismissal of personnel.

Academic Affairs and Student Affairs

Vice President Ed Dolan offered the Board members the opportunity to approach issues of interest in a discussion format concerning the material that was distributed.

In response to the interest expressed in Hiring Procedures, Dr. Dolan began with an overview of the faculty members who have been hired recently, their qualifications, and the hiring process. This includes formal and informal methods, including networking. Because diversity is of such interest to the administration and Board, there is a great deal of time and effort spent in working toward this goal.

Member Kolze asked if there is any travel involved to seek out these people. Dr. Dolan replied that Harper will be involved in a

job fair for some of the Afro-American colleges in Atlanta as well as other similar opportunities as these become available.

Member Moats asked if Harper's salaries are competitive. Dr. Dolan stated that they have been very competitive and have not been an issue in the hiring process. Member Barton asked if the high cost of living in this area has been an issue in attracting applicants. Dr. Dolan did not think that this has been a problem to date.

It was noted that diversity in employment is one of the ICCTA initiatives.

Member Howard entered the meeting at 7:25 p.m.

Member Born noted that some applicants and students base their perception of the diversity of the College on such points as the type of food being served in the cafeteria (i.e. ethnic choices), the books displayed in the Bookstore, and evidence on campus of cultural opportunities. Dr. Dolan stated that the Diversity Task Force will be studying these issues. Member Howard suggested adding students or recent alumni to the group.

Member Kolze asked if there was a sufficient budget amount to support the travel, advertising and other recruiting costs incurred. Dr. Dolan responded that the advertising budget will probably be short, but that there is contingency money available.

In further discussion regarding the work being done to hire a diverse faculty, Dr. Dolan stated that the direction has been to hire diverse faculty in the same proportions as the student population. The administration has not set actual number goals. They are instead taking a proactive approach to hiring diverse faculty.

Member Moats asked if the College pays the cost of bringing in candidates for interviews. Dr. Dolan replied that the College pays for their travel costs, but at this time does not pay the moving costs of those chosen for positions.

Member Barton expressed concern regarding the tenure process because of the large number of new faculty being hired at one time. Dr. Dolan agreed that there are potential problems with mentoring for this very reason, but he expressed confidence that these problems would be resolved.

President Thompson expressed his appreciation to Vice Presidents Ed Dolan and Bonnie Henry for the initiatives that they have taken in the area of diversity hiring.

Member Born suggested that an article be written for the Faculty Committee to encourage them to look among their peers at other institutions when attending conferences for qualified candidates who would meet the standards and diversity goals of the institution.

Member Howard asked if visiting professors of a diverse background are ever invited to the College. Dr. Dolan replied that there have been problems in the past with having enough money in the budget to endow a chair. Member Howard suggested that the Foundation Board may want to participate in this effort. President Thompson stated that he would like to go further and have the Board give direction to the administration to follow through with this.

In response to questions regarding program review and the hiring of faculty for programs without many students, Dr. Dolan stated that in these situations faculty positions are often reallocated to areas where they are needed.

Dr. Dolan summarized the discussion of hiring procedures by reiterating that the Board, the administration and the faculty are interested in hiring the best possible faculty while maintaining a strong emphasis on diversity. In addition, there was direction from the Board members present for the administration to explore the establishment of a diversity chair for visiting professors. Member Barton stated that she did not feel it should be limited to diverse visiting professors.

The topic of Outcomes Assessment, an accreditation and state mandate, was introduced. Dr. Dolan explained that outcomes assessment is the ability of an institution to demonstrate that anticipated student learnings have indeed taken place. This form of accountability impacts every course, student and teacher. The Outcomes Assessment plan must be in place by June of 1995, with the site visit by the accreditation team scheduled for the spring of 1997.

Member Born asked if the computer technology is now in place for a project of this nature. Vice President David McShane responded that the software to handle this type of project has been a large part of the recent acquisitions.

Dr. Dolan stated that the Outcomes Assessment process has resulted in a sense of excitement among the teachers as they explore various initiatives. President Thompson commended the work of the Student Development staff involved in Outcomes Assessment.

Vice President Bonnie Henry briefly discussed the current Student Senate situation. She related that they seem to be very involved

and active and that they are functioning smoothly. Director of Student Activities Jeanne Pankanin is taking a more active role this year with the Student Senate. In response to a question from Member Barton, it is expected that there will be a small increase in the Student Activities Fee this year.

There was agreement that the remaining Academic Affairs topics, especially Program Review, need to be discussed. Subsequent Special Board meeting dates will include October 12, November 9 and January 11, and will then be scheduled on a regular basis on the second Wednesday of each month. It was the consensus of Board members that this format was helpful and encouraged a great deal of open discussion.

Member Barton moved, Member Howard seconded, that the Board adjourn into Executive session for the purpose of discussing collective bargaining and the appointment, employment and dismissal of personnel.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Howard, Kolze, and Moats
Nays: None

The motion carried, and the Board adjourned into Executive session at 8:55 p.m.

Following discussion, Member Howard moved, Member Kolze seconded, that the Board reconvene the Regular meeting. In a voice vote, the motion carried and the meeting was reconvened at 9:30 p.m.

President's Contract

Member Barton moved, Member Born seconded, that the Board approve the President's employment contract as outlined in the agreement dated September 14, 1994.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Born, Howard, Kolze and Moats
Nays: None

Motion carried.

Member Born moved, Member Kolze seconded, that the meeting be adjourned. In a voice vote, the motion carried and the meeting adjourned at 9:34 p.m.

Chairman

Secretary