

WILLIAM RAINEY HARPER COLLEGE  
1200 West Algonquin Road  
Palatine, Illinois

Regular Board Meeting

August 31, 2000

7:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Citizens' Participation
- IV. Student Trustee Report
- V. Approval of Agenda
- VI. Approval of Consent Agenda\* (Roll Call Vote)

For Approval

1. Minutes – July 19, 2000 Regular Board meeting and executive session, July 12, 2000 Special Board meeting and executive session and revised page 23 of March 23, 2000 Regular Board meeting Exhibit VI-1
2. Bills Payable, Payroll for July 13, 2000, July 27, 2000 and August 10, 2000; Estimated payrolls for August 11, 2000 through October 6, 2000. Exhibit VI-2
3. Bid Awards Exhibit VI-3
4. Purchase Orders Exhibit VI-4
5. Personnel Action Sheets Exhibit VI-5

For Information

6. Financial Statements Exhibit VI-6
7. Committee and Liaison Reports Exhibit VI-7
8. Grants and Gifts Status Report Exhibit VI-8

\* At the request of a Board member or the President, an item may be removed from the Consent Agenda for discussion. In addition, certain recurring recommendations may be included in the Consent Agenda at the discretion of the College President.

- VII. New Business

- |  |               |
|--|---------------|
| A. RECOMMENDATION: Budget Hearing and Adoption of Budget Resolution  | Exhibit VII-A |
| B. RECOMMENDATION: Campus Master Plan  | Exhibit VII-B |
| C. RECOMMENDATION: Recommendation of Referendum Question   | Exhibit VII-C |
| D. RECOMMENDATION: ACCT Voting Delegate  | Exhibit VII-D |
| E. RECOMMENDATION: Lease of Office Space for Illinois Century Network Grant                                  | Exhibit VII-E |
| F. RECOMMENDATION: Recommendation to Grant Leave of Absence Without Pay                                      | Exhibit VII-F |
| G. RECOMMENDATION: Agreement between William Rainey Harper College and Melmedica Children's Home Care        | Exhibit VII-G |
| H. RECOMMENDATION: Agreement between William Rainey Harper College and Hospice of Integrated Health Services | Exhibit VII-H |
| I. RECOMMENDATION: Employment Contract with ICOPS Union  | Exhibit VII-I |

VIII. President's Report

- Presentation: Kathleen Hock, Dental Hygiene Program Coordinator – Challenges and Opportunities for the Dental Hygiene Program
- Presentation: Sheila Quirk, Assistant Vice President for Strategic Alliances – Expansion of TECH Program

IX. Announcements by the Chair

- A. Communications
  - B. Calendar Dates
- (Note: \* = Required)

On-Campus Events

\*September 28            7:00 p.m. – Regular Board Meeting – Room A242

\*October 26            7:00 p.m. – Regular Board Meeting – Room A242

X. Other Business (including executive session, if necessary)

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 Special Board Meeting of Wednesday, July 12, 2000

CALL TO ORDER: The Special meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Kolze on Wednesday, July 12, 2000 at the Woodfield Hyatt, 1800 E. Golf Road, Meeting Suite 3129, Schaumburg, Illinois.

ROLL CALL: Present: Members Botterman, Gillette (6:25 p.m. arrival), Howard, Kolze and Shure  
Absent: Members Barton, Hess and Student Trustee Fisher

Chair Kolze noted that Member Shure would act as Secretary Pro Tem during the absence of Member Hess.

Chair Kolze also noted that there would be a need for an executive session.

EXECUTIVE SESSION Member Howard moved, Member Botterman seconded, that the meeting adjourn into executive session to discuss the appointment, employment and dismissal of personnel.

Upon roll call, the vote was as follows:

Ayes: Members Botterman, Howard, Kolze and Shure  
Nays: None

The motion carried at 6:07 p.m.

Following executive session, the Board reconvened the Special meeting at 7:59 p.m.

Inasmuch as there was no further business, Chair Kolze asked for a motion to adjourn.

ADJOURNMENT:            Member Botterman moved, Member Howard seconded, that the meeting be adjourned.

In a voice vote, the motion carried at 8:00 p.m.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary

WILLIAM RAINEY HARPER COLLEGE

BOARD MEETING

August 31, 2000

SUMMARY OF BIDS

- Exhibit VI – 3a      The administration recommends that the Board award Q00094 for electrical supplies to Grainger Industrial Supply, the low bidder, in the amount of \$30,174.51.
- Exhibit VI – 3b      The administration recommends that the Board award Q00095 to Crescent Electric, the low bidder for light bulbs and emergency light fixtures, in the amount of \$17,258.85.
- Exhibit VI – 3c      The administration recommends that the Board award Q00093 to Buy-Rite Wholesale, the low bidder for paper towels, in the amount of \$12,936.55.
- Exhibit VI – 3d      The administration recommends that the Board award Q00098 for parking lot gates in the parking lots supporting the Conference Center and the Performing Arts Center to Parking Systems, Inc., the low bidder, in the amount of \$28,360.62.
- Exhibit VI – 3e      The administration recommends that the Board award Q00102 to Cardinal Cartridge, Inc., the low bidder for Laser Toner Cartridges and Level 3 PM (Preventive Maintenance) Service, in the amount of \$42,503.50.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00094 for electrical supplies as requested by Physical Plant for the Utilities department.

II. BUDGET STATUS

Funds in the amount of \$30,174.51 will be provided in the 2000/2001 Building Fund budget, under account number 0276-068-544.03.

III. INFORMATION

A legal bid notice was published and four bids solicited. Three responses were received. The following is a recap of the bid tab sheet:

Grainger Industrial Supply	\$30,174.51
	No Bid, 2 Items
Englewood Electric	30,524.86
	No Bid, 4 Items
Crescent Electric	38,210.64

The electrical supplies are to be used as needed throughout the College.

The two items for which Grainger did not bid will be purchased separately.

IV. RECOMMENDATION

The administration recommends that the Board award Q00094 for electrical supplies to Grainger Industrial Supply, the low bidder, in the amount of \$30,174.51.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00095 for light bulbs and emergency light fixtures as requested by Physical Plant for the Maintenance department.

II. BUDGET STATUS

Funds in the amount of \$17,258.85 will be provided in the 2000/2001 Building Fund budget, under account number 0271-050-544.03.

III. INFORMATION

A legal bid notice was published and four bids solicited. Three responses were received. The following is a recap of the bid tab sheet:

Crescent Electric	\$17,258.85
Englewood Electric	19,320.50
Grainger Industrial Supply	19,850.85

The light bulbs and emergency light fixtures are to be used as needed throughout the College.

IV. RECOMMENDATION

The administration recommends that the Board award Q00095 to Crescent Electric, the low bidder for light bulbs and emergency light fixtures, in the amount of \$17,258.85.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00093 for paper towels as requested by Physical Plant for the Custodial department.

II. BUDGET STATUS

Funds in the amount of \$12,936.55 will be provided in the 2000/2001 Building Fund budget, under account number 0272-064-544.03.

III. INFORMATION

A legal bid notice was published and 19 bids solicited. Ten responses were received. The following is a recap of the bid tab sheet:

Buy-Rite Wholesale	\$ 12,936.55
Kraft Paper Sales Co., Inc.	13,027.10
Sani-Craft Co., Inc.	13,269.66
Inlander Brothers	14,743.00
Bade Paper Products	15,093.75
All American Paper Co.	16,331.14
Equity Industrial Supply	18,720.00
Runge Paper Co., Inc.	19,720.25
Serson Supply, Inc.	20,120.00
American Linen	25,600.00

The paper towels are used in machines throughout the campus.



IV. RECOMMENDATION

The administration recommends that the Board award Q00093 to Buy-Rite Wholesale, the low bidder for paper towels, in the amount of \$12,936.55.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00098 for parking lot gates in the parking lots supporting the Conference Center and the Performing Arts Center as requested by Physical Plant.

II. BUDGET STATUS

Funds in the amount of \$28,360.62 will be provided in the 2000/2001 Operations and Maintenance Fund budget, under account number 0392-039-582.00-9057.

III. INFORMATION

A legal bid notice was published and five bids solicited. Four responses were received. The following is a recap of the bid tab sheet:

Parking Systems, Inc.	\$28,360.62
Electrical Contractors, Inc.	46,417.00
Johnson Blacktop, Inc.	No Bid
J & R Number One in Asphalt Co.	No Bid

The two vendors who submitted a no bid indicated that they could not meet the mandatory specifications.

The two new parking lots, that will be used to support activities that will be held in the Conference and the Performing Arts Center, are in their final stages. The parking lot gates in this recommendation will provide controlled access to these lots, thus assuring sufficient spaces will be available for people attending activities in these new facilities.

IV. RECOMMENDATION

The administration recommends that the Board award Q00098 for parking lot gates in the parking lots supporting the Conference Center and the Performing Arts Center to Parking Systems, Inc., the low bidder, in the amount of \$28,360.62.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00102 for Laser Toner Cartridges and Level 3 PM (Preventive Maintenance) Service as requested by Information Technology.

II. BUDGET STATUS

Funds in the amount of \$42,503.50 will be provided in the 2000/01 Education Fund budget, under account number 0195-245-541.04.

III. INFORMATION

A legal bid notice was published and 25 bids solicited. Nine responses were received. The following is a recap of the bid tab sheet:

Cardinal Cartridge, Inc.	\$42,503.50
Corporate Express Imaging	45,114.46
Continental Imaging Products	45,664.00
U.S. Office Products, Inc.	47,755.00
PAR Enterprises, Inc.	52,851.00
MCSI, Inc.	61,720.65
Thresholds Rehabilitation Ind.	61,872.00
BOSS, Inc.	68,651.87
FGI Print Management, Inc.	69,582.00

The College has an install-base of over 250 laser printers. The laser toner cartridges are for usage during fiscal year 2000/2001. Level 3 PM Service is highly beneficial because it increases the lifetime of the printers. A Level 3 PM consists of replacing or reconditioning all normal wear and tear parts, and a complete

cleaning. This is labor intensive and is more cost effective to contract out than to hire additional employees to accomplish.

IV. RECOMMENDATION

The administration recommends that the Board award Q00102 to Cardinal Cartridge, Inc., the low bidder for Laser Toner Cartridges and Level 3 PM (Preventive Maintenance) Service, in the amount of \$42,503.50.

WILLIAM RAINEY HARPER COLLEGE

BOARD MEETING

August 31, 2000

SUMMARY OF PURCHASE ORDER

Exhibit VI – 4a      The administration recommends that the Board approve issuance of a purchase order to Computer Associates Financial Services/Nations Credit, for a software maintenance agreement, in the amount of \$16,453.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for approval of the issuance of a purchase order to Computer Associates Financial Services/Nations Credit for a software maintenance agreement as requested by Information Technology.

II. BUDGET STATUS

Funds in the amount of \$16,453 will be provided in the 2000/2001 Education Fund budget, under account number 0195-231-534.01.

III. INFORMATION

In October of 1998, the Board approved the upgrade of the Operating System Management Software, CA-Unicenter, to the level comparable with the new hardware. CA-Unicenter is the operating system software that allows the Computer Operations department to manage all four of the administrative UNIX servers from one central console and provides integration of security, production job scheduling and tape library management .

This maintenance agreement is to run from October 30, 2000 through October 29, 2001. It entitles the College to receive new releases of software, software enhancements and technical support, all of which ensure that the software is up to date and consistent with technological and industry standards.

This purchase complies with State Statute and Board Policy.

IV. RECOMMENDATION

The administration recommends that the Board approve issuance of a purchase order to Computer Associates Financial Services/Nations Credit, for a software maintenance agreement, in the amount of \$16,453.

WILLIAM RAINEY HARPER COLLEGE  
BOARD ACTION

I. SUBJECT

Personnel Actions

II. REASON FOR CONSIDERATION

Board Action is required to ratify and approve personnel actions for all employees.

III. BACKGROUND INFORMATION

- A. Ratification of Faculty Appointments.
- B. Ratification of Professional/Technical Appointments.
- C. Ratification of Supervisory/Confidential Appointments.
- D. Ratification of Classified Staff Appointments.
- E. Ratification of Harper #512 IEA-NEA Appointment.
- F. Ratification of Supervisory/Confidential Reclassifications.
- G. Ratification of Classified Staff Reclassifications.
- H. Ratification of Administrator Retirement.
- I. Ratification of Harper #512 IEA-NEA Retirement.
- J. Ratification of Faculty Resignation.
- K. Ratification of Professional/Technical Resignations.
- L. Ratification of Classified Staff Resignations.

IV. RECOMMENDATION

The administration recommends that the Board of Trustees ratify the Faculty, the Professional/Technical, the Supervisory/Confidential, the Classified Staff and the Harper #512 IEA-NEA Appointments; the Supervisory/Confidential and the Classified Staff Reclassifications; the Administrator and the Harper #512 IEA-NEA Retirements; the Faculty, the Professional/Technical and the Classified Staff Resignations; and the Overload and Adjunct Faculty Assignment Summary Sheets.



WILLIAM RAINEY HARPER COLLEGE

BOARD INFORMATION

I. SUBJECT

Board Committee and Liaison Reports

II. REASON FOR CONSIDERATION

Reports from liaison officers are provided as part of the Consent Agenda.

III. INFORMATION

There are no committee reports this month.

WILLIAM RAINEY HARPER COLLEGE

BOARD INFORMATION

I. SUBJECT

Grants and gifts status report.

II. REASON FOR CONSIDERATION

The Board is provided with a monthly update of grants and gifts.

III. BACKGROUND INFORMATION

The attachment reports the current status of operational public and private grants to the College, and status of cash donations and in-kind gifts to the Educational Foundation.

**HARPER COLLEGE**  
**LISTING OF**  
**GRANT PROGRAMS**  
**July 1, 2000 – June 30, 2001**

Reported: August 14, 2000

GRANT NAME DIVISION/DEPARTMENT MANAGER	BRIEF DESCRIPTION	FUNDING SOURCE AWARD AMOUNT	DATES Starts - Ends
Special Populations Academic Enrichment L. McKay	State Allocation Grant To provide support for disadvantaged students	ICCB \$322,613	07/01/00 06/30/01
Business/Industry Workforce Preparation S. Quirk	State Allocation Grant To provide local economic development in workforce training	ICCB \$173,004	07/01/00 06/30/01
Education to Careers Workforce Preparation J. Hennig	State Allocation Grant To promote career development and workbased training	ICCB \$110,081	07/01/00 06/30/01
Welfare to Work Workforce Preparation J. Kindle	State Allocation Grant Workforce Preparation	ICCB \$63,714	07/01/00 06/30/01
Current Workforce Training Grants S. Quirk	State Allocation Grant To provide training for workers currently employed	ICCB \$352,571	07/01/00 06/30/01
Advanced Technology Information Technology D. McShane	State Allocation Grant To purchase technological resources for instruction	ICCB \$358,949	07/01/00 06/30/01
Accelerated College Enrollment Grant J. Hennig	State Allocation Grant To pay for tuition for H.S. students taking college credit	ICCB \$59,126	07/01/00 06/30/01
Online Grants Distance Learning A. Crawley	State Allocation Grant To support student services	ICCB \$14,103	07/01/00 06/30/01
Disabled Student Project Accessibility & Disability Ser. T. Thompson	Continuation of FY2000 To provide services to disabled students	IDHS \$134,754	07/01/00 06/30/01
Displaced Homemakers Women's Program K. Hanahan	Continuation of FY 00 Advising and Job Placement for Women's Program Participants	IDOL \$68,000	07/01/00 06/30/01
Perkins III J. Hennig	Continuation of FY 00 Award. Career and Technical Education	ISBE \$234,903	07/01/00 06/30/01
Program Improvement J. Hennig	Continuation of FY 00 Award. Career and Technical Education	ISBE \$27,607	07/01/00 06/30/01
Federal TechPrep Education to Careers S. Griffith	Continuation of FY2000 Comprehensive Career Development Program	ISBE \$122,510	07/01/00 06/30/01

<b>GRANT NAME DIVISION/DEPARTMENT MANAGER</b>	<b>BRIEF DESCRIPTION</b>	<b>FUNDING SOURCE AWARD AMOUNT</b>	<b>DATES Starts - Ends</b>
Adult Education & Literacy Adult Educational Development P. Mulcrone	Continuation of FY2000 Supports Adult Educational Development Programs	ISBE \$380,080	07/01/00 06/30/01
Work-Base Learning NSET-Education to Careers S. Griffith	New Award To provide experiences for students to the workplace	ISBE \$8,000	07/01/00 06/30/01
Transition Grant NSET-Education to Careers S. Griffith	New Award To provide financial services for Tech Prep Program	ISBE \$7,500	07/01/00 06/30/01
LincOn Project Information Technology D. McShane	To support Internet connections and Internet Access	State of Illinois \$372,000	07/01/00 06/30/01
"Members Initiative" President's Office R. Breuder	To support capital development	State of Illinois \$1,100,000	07/01/00 open
Student Support Services Student Affairs Access & Disability Services T. Thompson	Fourth Year of Grant To provide services to students with disabilities	USDE/TRIO \$198,582	09/01/00 08/31/01
Mid-west Center of Post-Secondary Outreach Access & Disability Services T. Thompson	Continuation of FY 2000 Provides technical assistance to Access & Disability Services Programs	USDE/St. Paul Technical College \$15,000	07/01/00 09/30/00
Cooperative Grants Prog English Second Lang. J. Gadberry	Connections: Peer Mentors To provide mentoring and training for International students	NAFSA-International \$4,618	07/01/00 06/30/01
Total as of August 14, 2000		\$4,127,705	

## HARPER COLLEGE GRANT PROGRAMS

### DESCRIPTION OF ABBREVIATIONS

DAVTE	Illinois Department of Adult Vocational – Technical Education
DCCA	Illinois Department of Commerce and Community Affairs
IBHE	Illinois Board of Higher Education
ICCB	Illinois Community College Board
IDHS	Illinois Department of Human Services
IDL	Illinois Department of Labor
IMA	Illinois Manufacturer's Association
ISBE	Illinois State Board of Education
NSF	National Science Foundation
USDE	United States Department of Education

**Harper College Educational Foundation**  
**Gift Summary by Fund**  
**July 2000**

Description	#Gifts	Cash	Pledge Payments	Total
(E)Glenda F. Nuccio Memorial Scholarship	2	\$0.00	\$4.00	\$4.00
(E)Harold Cunningham Memorial Scholarship	4	\$0.00	\$2.00	\$2.00
(E)Midge C. Smith Memorial Endowment	6	\$0.00	\$28.00	\$28.00
(E)Roy G. Kearns Memorial Endowment	16	\$0.00	\$44.00	\$44.00
(E)John Louis Papandrea Liberal Arts Memorial	4	\$0.00	\$20.00	\$20.00
(E)Cheryl M. Dwyer Memorial Endowment	1	\$250.00	\$0.00	\$250.00
(E)Dr. Charles Shaner Memorial Scholarship	2	\$0.00	\$6.50	\$6.50
(E)Diane Tomcheff Callin Endowed Memorial	3	\$1,000.00	\$3.38	\$1,003.38
(E)Nils Andrew Johnson Memorial Scholarship	2	\$0.00	\$0.00	\$0.00
(E)General Scholarship Endowment	3	\$250.00	\$6.00	\$256.00
(E)Harper Nursing Student Endowment	2	\$0.00	\$2.00	\$2.00
(E)James J. McGrath Humanities Endowment	2	\$0.00	\$3.24	\$3.24
(E)Harper Employee Transfer Endowment	2	\$0.00	\$2.00	\$2.00
(E)Business/Social Science Staff Endowment	2	\$0.00	\$10.00	\$10.00
(E)Architectural Technology Endowed	4	\$0.00	\$12.00	\$12.00
(E)GED Graduate Scholarship Endowment	2	\$0.00	\$40.00	\$40.00
(E)John W. Davis Spanish Travel Scholarship	2	\$4,570.00	\$430.00	\$5,000.00
(E)Criminal Justice Scholarship	2	\$0.00	\$10.00	\$10.00
(E)Otter Chemistry Endowment	3	\$50.00	\$0.00	\$50.00
(E)Harper Cardiac Rehab Endowment Fund	3	\$100.00	\$0.00	\$100.00
(E)Endowment for Student Success	6	\$0.00	\$57.70	\$57.70
(E)Women Make History Endowment	2	\$0.00	\$10.00	\$10.00
Joanne Heinly Nursing Memorial Scholarship	1	\$100.00	\$0.00	\$100.00
Gene and Hildegard Evans Memorial Scholarship for Continuing Education	1	\$0.00	\$2.00	\$2.00
James E. Finke Memorial Scholarship	2	\$0.00	\$14.00	\$14.00
Jacob and Iris Wolf Sign Language Interpreting Displaced Homemakers Scholarship	6	\$1,175.00	\$77.00	\$1,252.00
GED Graduate Scholarship	10	\$0.00	\$42.00	\$42.00
Doriann E. Thompson Scholarship for Women	4	\$0.00	\$5.00	\$5.00
International Studies Abroad Scholarship	2	\$0.00	\$14.00	\$14.00
Latinos Unidos Student Organization	6	\$0.00	\$140.00	\$140.00
Harper 512 IEA-NEA Association Scholarship	10	\$0.00	\$50.00	\$50.00
Jean B. Chapman International Student Scholarship	15	\$40.00	\$400.00	\$440.00
Joan R. Young Scholarship	4	\$0.00	\$12.00	\$12.00
Meteorite and Planetary Studies	2	\$0.00	\$20.00	\$20.00
Wellness Program	2	\$0.00	\$1.00	\$1.00
Music Academy	3	\$0.00	\$22.00	\$22.00
Plant Science Technology Internship	1	\$500.00	\$0.00	\$500.00
Women's Program	4	\$0.00	\$15.00	\$15.00
Public Safety Program	10	\$0.00	\$20.00	\$20.00
Children's Institute of Learning and Living	2	\$0.00	\$10.00	\$10.00
Child Care Fund	2	\$0.00	\$24.00	\$24.00
New Technologies	4	\$0.00	\$24.00	\$24.00
Art Gallery	2	\$0.00	\$15.00	\$15.00

**Harper College Educational Foundation**  
**Gift Summary by Fund**  
**July 2000**

Description	#Gifts	Cash	Pledge Payments	Total
Performing Arts Center	31	\$0.00	\$576.30	\$576.30
Instructional Conference Center	8	\$0.00	\$114.00	\$114.00
General Unrestricted Fund	93	\$120.00	\$434.00	\$554.00
Harper Annual Golf Outing	11	\$8,675.00	\$30.00	\$8,705.00
General Alumni Fund	39	\$1,655.00	\$0.00	\$1,655.00
	<u>352</u>	<u>\$18,485.00</u>	<u>\$2,762.12</u>	<u>\$21,247.12</u>

**Harper College Educational Foundation**  
**Gift In Kind Report**  
**July 2000**

Date	Constituent Name	Fund	Gift Value	Reference
7/11/00	TPI Graphics	Annual Golf Open	\$1,358.50	Printing: Program book-Golf Open 2000
7/12/00	Allstate Print Communications Center	Annual Golf Open	\$2,193.00	Printing: Invitations and Save-the-Date Cards, Golf Open 2000
7/18/00	Dorothy K. Howard	Women Make History	\$258.40	Women Make History Committee Luncheon
			<u>\$3,809.90</u>	

**(For Board Chair)**

**WILLIAM RAINEY HARPER COLLEGE**

**ANNUAL BUDGET HEARING**

The following steps should be taken by the Board of Trustees in order to complete the Budget hearing and to adopt the Budget resolution.

1. The Chair of the Board calls the regular meeting to order in the usual manner. Usually all business is processed up to New Business.
2. After completion of Agenda Item VI-8, the Chair declares the meeting recessed until after the public hearing for the Budget.
3. The Chair calls to order the public hearing on the Budget (copy of legal Budget attached).
4. The President, or his designee, should briefly review the legal Budget for the 2000-2001 fiscal year. All persons present should be offered an opportunity to comment on the provisions thereof. The Board's authority to adopt the legal Budget as presented is not abrogated by what may occur at the hearing. Objections and suggestions raised should be considered by the Board. If their suggestions are found to have merit, these can be taken into consideration in modifying the final Budget as approved.
5. Upon conclusion of the Budget hearing, the Chair declares the hearing closed.
6. The Chair reconvenes the Regular Board Meeting.
7. If the Board determines there are no objections or suggestions to be considered, the Board adopts the legal Budget for the funds identified in the Budget Resolution. (The resolution may be read in its entirety if the Board so desires).

August 31, 2000

ADOPTION OF BUDGET RESOLUTION

Member \_\_\_\_\_ moved, seconded by Member \_\_\_\_\_; WHEREAS, the Board of Trustees of William Rainey Harper College, Community College District No. 512, Counties of Cook, Kane, Lake and McHenry, State of Illinois, caused to be prepared in tentative form a budget for the fiscal year July 1, 2000 to June 30, 2001, and the Secretary of this Board has made the same conveniently available for public inspection for at least thirty (30) days prior to final action thereon:

AND WHEREAS, a public hearing was held as to such budget on the 31st day of August, 2000, notice of said hearing being published in the Arlington Heights Herald, Barrington Herald, Buffalo Grove Herald, Daily Courier News, Des Plaines Herald, Elk Grove Herald, Hanover Park Herald, Hoffman Estates Herald, Mount Prospect Herald, Palatine Herald, Rolling Meadows Herald, Schaumburg Herald, Streamwood Herald, and Wheeling Herald, newspapers published or distributed in this College district, at least thirty (30) days prior thereto as required by law, and all other legal requirements having been complied with:

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of Community College District No. 512, Counties of Cook, Kane, Lake and McHenry, State of Illinois, as follows:

Section 1. That the fiscal year of the College district be and the same is hereby fixed and declared to begin on the 1st day of July, 2000 and end on the 30th day of June, 2001.

Exhibit VII-A  
August 31, 2000



Section 2. That the following budget containing an estimate of amounts available in the Education; Operations and Maintenance; Restricted Purposes; Audit; Liability, Protection and Settlement; Bond and Interest; Operations and Maintenance Restricted; and Auxiliary Enterprises Funds, each separately, and of expenditures from each of the aforementioned funds, be and the same is hereby adopted as the budget of this community college district for the said fiscal year.

August 31, 2000

\_\_\_\_\_  
Board Chairman

\_\_\_\_\_  
Board Secretary

Exhibit VII-A  
August 31, 2000

CERTIFICATION

THE UNDERSIGNED DO HEREBY CERTIFY that they are respectively, the Secretary of the Board of Trustees of Community College District No. 512, Counties of Cook, Kane, Lake, and McHenry, State of Illinois, and the Chief Fiscal Officer thereof.

IT IS HEREBY CERTIFIED that attached hereto is a true, correct, complete and certified copy of the budget resolution as adopted on August 31, 2000 by the Board of Trustees of said Community College District for the fiscal year beginning July 1, 2000 and ending June 30, 2001, and an estimate of revenues, by source, anticipated to be received by the College in the 2000-01 fiscal year, which estimate of revenue is hereby certified as being true and correct by the Chief Fiscal Officer of said College District.

IN WITNESS WHEREOF, we have affixed our official signatures to this Certification as of August 31, 2000.

\_\_\_\_\_  
Secretary, Board of Trustees

\_\_\_\_\_  
Chief Fiscal Officer

Exhibit VII-A  
August 31, 2000

Illinois Community College Board

## FISCAL YEAR 2001 RESOLUTION

The Board of Trustees of William Rainey Harper College formally adopted the Fiscal Year 2001 Budget with the following resolution:

**See Attached**

A copy of the adopted budget is enclosed.

ATTEST:

\_\_\_\_\_  
Secretary, Board of Trustees

\_\_\_\_\_  
Chairman, Board of Trustees

Exhibit VII-A  
August 31, 2000

**STATE OF ILLINOIS**  
**COMMUNITY COLLEGE DISTRICT #512**

**Annual Budget for Fiscal Year 2001**

**William Rainey Harper College**  
**1200 West Algonquin Road**  
**Palatine, IL 60067**

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Resolution for 2000 Estimated Tax Levies

II. REASON FOR CONSIDERATION

In accordance with the Truth in Taxation Act, a resolution must be adopted showing the 2000 estimated tax levies.

III. BACKGROUND INFORMATION

The Truth in Taxation Act requires that the Board of Trustees determine the estimated amounts of taxes necessary to be levied for the year at least thirty (30) days before the official adoption of the tax levies and to give public notice and schedule a public hearing.

IV. RECOMMENDATION

The administration recommends that the attached resolution providing for the estimated tax levies, required publication, and hearing date for 2000 be adopted.

**RESOLUTION REGARDING ESTIMATED AMOUNTS  
NECESSARY TO BE LEVIED FOR THE YEAR 2000**

**WHEREAS**, the *Cook County Truth in Taxation Law* requires a taxing district that has territory in Cook County, Illinois to determine the estimated amounts of taxes necessary to be levied for the year not less than 30 days prior to the official adoption of the aggregate tax levy of the district; and

**WHEREAS**, said statute further requires a tax district to give public notice and to hold a public hearing on the district's intent to adopt an aggregate tax levy; and

**WHEREAS**, it is hereby determined that the estimated amounts of money necessary to be raised by taxation for the year 2000 upon the taxable property of the district are as follows:

Education Purposes	\$23,500,000
Operations and Maintenance Purposes	9,800,000
Liability Insurance, Workers' Compensation, Unemployment Insurance, Property Insurance	500,000
Medicare Contributions	600,000
Audit	70,000
Life Safety	1,252,740
<b>TOTAL</b>	<b>\$35,722,740</b>

**WHEREAS**, the *Cook County Truth in Taxation Law* requires that all taxing districts in the State of Illinois provide data in the Notice concerning the levies made for debt service made pursuant to statute, referendum, resolution or agreement to retire principal or pay interest on bonds, notes, and debentures or other financial instruments which evidence indebtedness; and

**WHEREAS**, the aggregate amount of property taxes extended for bond and interest purposes for 1999 was **\$2,224,927**; and it is hereby determined that the estimated amount of taxes to be levied for bond and interest purposes for 2000 is **\$1,257,433**.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees, William Rainey Harper Community College District No. 512, Counties of Cook, Kane, Lake and McHenry, State of Illinois, as follows:

**Section 1:** The aggregate amount of taxes estimated to be levied for the year 2000 is **\$35,722,740**.

**Section 2:** The aggregate amount of taxes estimated to be levied for the year for 2000 for debt service is **\$1,257,433**.

**Section 3:** Public notice shall be given in the *Daily Herald* and *The Journal and Topics*, both being newspapers of general circulation in said district, and a public hearing shall be held, all in the manner and time prescribed in said notice, which notice shall be published not more than 14 days nor less than 7 days prior to said hearing, and shall be not less than 1/8 page in size, with no smaller than twelve (12) point, enclosed in a black border not less than 1/4 inch wide and in substantially the following form:

**NOTICE OF PROPOSED PROPERTY TAX LEVY FOR  
WILLIAM RAINEY HARPER COMMUNITY COLLEGE DISTRICT NO. 512**

- I. A public hearing to approve a proposed property tax levy for William Rainey Harper Community College District No. 512 for 2000 will be held on **December 1, 2000** (specify date corresponding with first Friday in December), at **5:30 p.m.** at **Harper College, Palatine, Illinois.**

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact **Carol Blotteaux**, (telephone **847.925.6390**).

- II. The corporate and special purpose property taxes extended or abated for the year 1999 were **\$34,099,877.**

The proposed corporate and special purpose property taxes to be levied for 2000 are **\$35,722,740.** This represents a **4.8% increase** over the previous year.

- III. The property taxes extended for debt service and public building commission leases for 1999 were **\$2,224,927.**

The estimated property taxes to be levied for debt service and public building commission leases for 2000 are **\$1,257,433.** This represents a **4.3% decrease** over the previous year.

- IV. The total property taxes extended or abated for 1999 were **\$36,324,804.**

The estimated total property taxes to be levied for 2000 are **\$36,980,173.** This represents a **1.8% increase** over the previous year.

**(NOTE: THIS MUST BE IN AT LEAST 12 POINT TYPE, THE BLACK BORDER MUST BE NOT LESS THAN 1/4 INCH WIDE, AND THIS NOTICE MUST BE 1/8 PAGE IN SIZE.)**



**Section 4:** This resolution shall be in full force and effect forthwith upon its passage.

**ADOPTED** this **26th day of October, 2000.**

BOARD OF TRUSTEES  
WILLIAM RAINEY HARPER COMMUNITY  
COLLEGE DISTRICT NO. 512  
COUNTIES OF COOK, KANE,  
LAKE and MCHENRY  
STATE OF ILLINOIS

By: \_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Secretary

**CERTIFICATE OF COMPLIANCE WITH  
THE COOK COUNTY TRUTH IN TAXATION LAW**

I, the undersigned, do hereby certify that I am Chairman of the Board of Trustees of William Rainey Harper Community College District No. 512, Counties of Cook, Kane, Lake and McHenry, State of Illinois; and

I do further certify that the Board of Trustees of said district adopted a "Resolution Regarding Estimated Amounts Necessary to be Levied for the Year 2000", at a regularly convened meeting held on the **26th** day of **October, 2000**, said date being at least 30 days preceding the adoption of the aggregate tax levy of the district; and

I do further certify that public notice of the intention of the district to adopt an aggregate tax levy was published on **Monday, November 20, 2000**, in accordance with the provisions of the *Cook County Truth in Taxation Law*, in a newspaper of general circulation in William Rainey Harper Community District No. 512, a copy of which published certificate is attached hereto; and

I do further certify that a public hearing on the proposed tax levy was held in said district on **December 1, 2000**; and

I do further certify that the aggregate tax levy of the district was adopted on **December 1, 2000** after public notice and a hearing, all in accordance with the *Cook County Truth in Taxation Law*.

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CHAIRMAN  
BOARD OF TRUSTEES  
WILLIAM RAINEY HARPER  
COMMUNITY COLLEGE  
DISTRICT NO. 512  
COUNTIES OF COOK, KANE,  
LAKE AND MCHENRY  
STATE OF ILLINOIS

**RESOLUTION REGARDING THE AMOUNT  
OF TAXES LEVIED FOR THE YEAR 2000**

**WHEREAS**, the *Cook County Truth in Taxation Law* requires that if the final aggregate tax levy adopted by a district exceeds the amount of the proposed levy as stated in its published Truth in Taxation notice, public notice of its action shall be given within 15 days of the adoption of said levy; and

**WHEREAS**, this Board of Trustees has adopted a final aggregate tax levy for the year 2000 in the amount of \$ \_\_\_\_\_, which exceeds the amount of the proposed levy as stated in its Truth in Taxation notice;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees, William Rainey Harper Community College District No. 512, Counties of Cook, Kane, Lake and McHenry, State of Illinois, as follows:

**Section 1:** Public notice shall be given in a newspaper of general circulation in the district, which notice shall be not less than 1/8 page in size, with no smaller than twelve (12) point, enclosed in a black border not less than 1/4 inch wide and in substantially the following form:

**NOTICE OF ADOPTED PROPERTY TAX INCREASE FOR  
WILLIAM RAINEY HARPER COMMUNITY COLLEGE DISTRICT NO. 512**

I. The corporate and special purpose property taxes extended or abated for the year 1999 were \$\_\_\_\_\_.

The proposed corporate and special purpose property taxes to be levied for 2000 are \$\_\_\_\_\_. This represents a \_\_\_\_% [increase] [decrease] over the previous year.

II. The property taxes extended for debt service and public building commission leases for 1999 were \$\_\_\_\_\_.

The estimated property taxes to be levied for debt service and public building commission leases for 2000 are \$\_\_\_\_\_. This represents a \_\_\_\_% [increase] [decrease] over the previous year.

III. The total property taxes extended or abated for 1999 were \$\_\_\_\_\_.

The estimated total property taxes to be levied for 2000 are \$\_\_\_\_\_. This represents a \_\_\_\_% [increase] [decrease] over the previous year.

**(NOTE: THIS MUST BE IN AT LEAST 12 POINT TYPE, THE BLACK BORDER MUST BE NOT LESS THAN 1/4 INCH WIDE, AND THIS NOTICE MUST BE 1/8 PAGE IN SIZE.)**

**Section 2:** This resolution shall be in full force and effect forthwith upon its passage.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_, 2000.

BOARD OF TRUSTEES  
WILLIAM RAINEY HARPER  
COMMUNITY COLLEGE DISTRICT NO. 512  
COUNTIES OF COOK, KANE,  
LAKE AND MCHENRY  
STATE OF ILLINOIS

By: \_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Secretary

**CERTIFICATE OF COMPLIANCE WITH  
THE COOK COUNTY TRUTH IN TAXATION LAW**

I, the undersigned, do hereby certify that I am Chairman of the Board of Trustees of William Rainey Harper Community College District No. 512, Counties of Cook, Kane, Lake and McHenry, State of Illinois; and

I do further certify that the Board of Trustees of said district adopted a "Resolution Regarding Estimated Amounts Necessary To Be Levied for the Year 2000", at a regularly convened meeting held on the \_\_\_\_ day of \_\_\_\_\_, 2000, said date being at least 30 days preceding the adoption of the aggregate tax levy of the district; and

I do further certify that public notice of the district's intent to adopt an aggregate levy was published on \_\_\_\_\_, 2000, in accordance with the provisions of the *Cook County Truth in Taxation Law*, in a newspaper of general circulation in William Rainey Harper Community College District No. 512, a copy of which published certificate is attached hereto; and

I do further certify that a public hearing on the proposed tax levy was held in said district on \_\_\_\_\_, 2000, and that the aggregate tax levy of the district was adopted on \_\_\_\_\_, 2000 after public notice and a hearing; and

I do further certify that public notice of the district's adoption of a final aggregate tax levy exceeding the amount of the proposed levy as stated in its Truth in Taxation notice was published on \_\_\_\_\_, 2000, in accordance with the provisions of the *Cook County Truth in Taxation Law*, in a newspaper of general circulation in William Rainey Harper Community College District No. 512, as evidenced by the Certificate of Publication attached hereto, and that said notice was published within 15 days after the adoption of said levy, all in accordance with the *Cook County Truth in Taxation Law*.

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CHAIRMAN  
BOARD OF TRUSTEES  
WILLIAM RAINEY HARPER  
COMMUNITY COLLEGE  
DISTRICT NO. 512  
COUNTIES OF COOK, KANE,  
LAKE AND MCHENRY  
STATE OF ILLINOIS

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

The annual financial audit for Fiscal Year 1999-00.

II. REASON FOR CONSIDERATION

The Board of Trustees approved the appointment of the firm of KPMG Peat Marwick to conduct the annual financial audit for Fiscal Year 1999-00 as required by the Illinois Public Community College Act.

III. BACKGROUND INFORMATION

Each year a certified public accounting firm conducts an audit of the College financial records and transactions and issues a report. Submitted herewith is the audit as prepared by the firm of KPMG Peat Marwick.

IV. RECOMMENDATION

The administration recommends that the Board of Trustees accept the annual financial audit for Fiscal Year 1999-00.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Election Resolution - Filing of nominating petitions for the April 3, 2001 Board of Trustees Election.

II. REASON FOR CONSIDERATION

Approval of this resolution by the Board of Trustees is necessary to establish the procedures to be followed in the conduct of the April 3, 2001 Election.

III. BACKGROUND INFORMATION

College legal counsel has reviewed this resolution and made appropriate changes to conform to new laws regarding Trustee Elections.

IV. RECOMMENDATION

The administration recommends that the Board of Trustees approve the attached resolution regarding the notice related to the filing of nomination petitions for Board candidacy.



## EXHIBIT A

### **BOARD OF TRUSTEES OF WILLIAM RAINEY HARPER COLLEGE COMMUNITY COLLEGE DISTRICT NO. 512 COUNTIES OF COOK, KANE, LAKE AND McHENRY**

#### **NOTICE OF TIME AND PLACE FOR FILING NOMINATING PETITIONS**

**PLEASE TAKE NOTICE** that petitions nominating candidates as Members of the Board of Trustees of William Rainey Harper College District No. 512, Counties of Cook, Kane, Lake and McHenry, Illinois, in the election to be held in such District on Tuesday **April 3, 2001**, must be received and filed with the Secretary of such Board, or her designated representative, between the hours of 8:00 a.m. and 4:30 p.m., in the offices of the V.P. Administrative Services of the College, Algonquin and Roselle Roads, Palatine, Illinois.

The first day for filing such nominating petitions is **January 16, 2001**, and the last day for such filing is **January 23, 2001**. The office will remain open for acceptance of petitions until 5:00 p.m. on the last day of filing.

Petitions filed with any other person other than the Secretary or his designated representatives are invalid. The Secretary has designated Ms. Judith A. Thorson, V.P. Administrative Services, as her representative for the purposes of receiving and filing nominating petitions. Ms. Thorson's office at the College is in Building A, Room A220, Algonquin and Roselle Roads, Palatine, Illinois.

Nominating papers are not valid unless the candidate named therein files with the Secretary of the Board a receipt from the County Clerk showing that the candidate has filed a Statement of Economic Interests, as required by the Illinois Governmental Ethics Act within the period for filing nominating petitions or within the same calendar year in which

such nominating papers were filed. Such receipt shall be filed not later than the last day on which nominating petitions may be filed.

Forms for Nominating Petitions and Statements of Candidacy may be obtained from the office of the V.P. Administrative Services.

The procedure to be used by the Secretary (or her designated representative) for the receipt and filing of nominating petitions and accompanying documents shall be made available to any citizen upon request.

**DATED** at Palatine, Illinois, this **26th day of October, 2000**.

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Secretary, Board of Trustees  
William Rainey Harper College  
Community College District No. 512

**RESOLUTION ESTABLISHING PROCEDURE FOR ACCEPTING AND  
CERTIFYING NOMINATING PETITIONS FOR THE ELECTION  
FOR MEMBERS OF THE BOARD OF TRUSTEES  
TO BE HELD ON TUESDAY, APRIL 3, 2001**

**WHEREAS**, pursuant to the terms of Section 3-7 of The Public College Act (110 ILCS 805/3-7), an election is to be held in William Rainey Harper College District No. 512, Cook, Kane, Lake and McHenry Counties, State of Illinois, for the election of two members for two six-year terms to such Board; and

**WHEREAS**, Section 5/10-6 of the Election Code and 805/3-7.10 of the Public Community College Act (110 ILCS 805/3-7.10) provide that nominating petitions, statements of candidacy and receipts evidencing the filing of economic interests statements are to be filed by candidates for such offices with the Secretary of the Board or his/her designated representative, not more than 78 nor less than 71 days prior to the Consolidated Election; and

**WHEREAS**, the Secretary of the Board may give notice setting forth the time and place for filing nominating petitions and accompanying documents, to be published at least once in a newspaper of general circulation within the District, not less than 10 days prior to the first day for filing nominations and accompanying documents; and

**WHEREAS**, it is deemed necessary by the Secretary of the Board that Judith A. Thorson, V.P. Administrative Services or her designee, act as his representative to receive and file nominating petitions.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of William Rainey Harper College District No. 512, Counties of Cook, Kane, Lake and McHenry, Illinois, as follows:

**Section 1:** The place for receiving and filing nominating petitions and accompanying documents for the election to be held on **Tuesday, April 3, 2001**, is hereby designated as the Office of the V.P. Administrative Services at 1200 W. Algonquin Road, Palatine, Illinois.

**Section 2:** Ms. Judith A. Thorson, V.P. Administrative Services, Community College District No. 512, is hereby designated as the representative of the Secretary for the purpose of receiving and filing such nominating petitions and accompanying documents.

**Section 3:** The office of the V.P. Administrative Services will be open for the receiving and filing of nominating petitions and accompanying documents between 8:00 a.m. and 4:30 p.m., Mondays through Fridays, beginning on **January 16, 2001** and ending on **February 1, 2001**. (10 ILCS 5/10-6.2). The office will remain open until 5:00 p.m. on **Monday, February 1, 2001**. (10 ILCS 5/1-4).

**Section 4:** The procedure to be used by the Secretary (or his designated representative) for the receipt and filing of nominating petitions and accompanying documents shall be as follows:

(1) **Receipt of Nominating Papers.** The Secretary will receive such nominating petitions in the order presented and will mark upon such petitions the day and the hour received and the numerical sequence in which these were received with the exception that all petitions filed by persons waiting in line at 8:00 a.m. on the first day of filing shall be deemed simultaneously filed at 8:00 a.m. Petitions filed by mail and received after midnight of the first day for filing and in the first mail delivery or pick-up of that date shall be deemed file as of 8:00 a.m. of that day or as of the normal opening hour of such day, as the case may be. (10 ILCS 5/10-6.2).

(2) **Simultaneous Filing.** If two or more petitions are received simultaneously at the opening hour of the filing period, the Secretary of the Board or his designee shall break ties and determine the order of filing by means of a lottery. Such lottery will be conducted within 9 days (**February 1, 2001**) following the last day for petition filing and shall be open to the public. The Secretary shall give written notice 7 days prior to the lottery to each candidate and to other persons required by law and shall post in a conspicuous and public place the notice of the time and place of such lottery. (10 ILCS

5/10-6.2).

**(3) Multiple Findings.** Nominating petitions and accompanying documents may be filed either by the candidate or by another person on the candidate's behalf. If a candidate has filed nomination papers for two or more incompatible offices, he/she must withdraw as a candidate from all but one of such offices within the 5 business days following the last day for petition filing. If the candidate fails to withdraw from all but one of the offices, his/her name will not be certified, nor printed on the ballot, for any office. Any candidate that has filed nomination papers may withdraw by filing a request in writing with the Secretary. The request must be signed and notarized. (10 ILCS 5/10-7).

More than one set of nominating petitions may be filed by the same person or on behalf of one or more candidates. If one person desires to file more than one set of nominating petitions, he shall present these one at a time and these will be received in the order presented. If a candidate files more than one set of nomination papers for the same office, the Secretary shall notify the candidate within two business days, that the candidate has three business days after receipt of the notice to notify the Secretary that the candidate may cancel prior sets of petitions. If the candidate notifies the Secretary, the last set of petitions filed shall be the only petitions considered valid. If the candidate does not notify the Secretary, then only the first set of petitions shall be valid and all subsequent petitions shall be void. (10 ILCS 5/10-6.2).

**(4) Statement of Economic Interests/Notification of Campaign Financing Act Duties.** On or before the last day on which nominating papers may be filed, the candidate must file a receipt of filing a statement of economic interests pursuant to the Illinois Governmental Ethics Act. (10 ILCS 5/10-5). The Secretary, at the time such petitions are received, will notify the candidate named thereon, or the agent who files the nominating petitions for such candidate, of the candidate's obligation to file statements of organization, reports of campaign contributions and annual reports of campaign

contributions and expenditures, as required by the Election Code, via State Election Board Form D-5. (10 ILCS 5/9-16(7)). If a candidate files by mail, the Secretary shall within two (2) business days of the hour and day received, mail to the candidate by certified mail, delivered to addressee only, return receipt requested, the notice of obligation to file reports of campaign contributions, annual reports of campaign contributions, expenditures. (10 ILCS 5/10-5). The Secretary shall preserve receipts for said packets and notice for a period of two years.

(5) **Public Access**. The Secretary of the Board shall make all certificates of nomination and nomination papers presented open to public inspection subject to proper and reasonable regulation and shall preserve same for a period of six months not less than six months from date of filing. The nomination papers shall be deemed valid unless within 5 business days after the last day of filing a written objection is filed. (10 ILCS 5/10-7).

(6) **Objection**. Any legal voter may file with the Secretary of the Board an objector's petition to any certificate of nomination or nomination papers or petitions filed.

(7) **Objector's Petitions**. Objector's Petitions must be filed within 5 business days after the last day for filing (on or before **January 30, 2001**). The Objector's Petition shall give the objector's name, residence and shall fully state the nature of the objection to the certificate of nomination or nomination papers, and shall state the interest of the objector and the relief requested of the Education Officers Electoral Board. (10 ILCS 5/10-8).

(8) **Electoral Board**. By 12:00 noon on the second business day after receipt of an objector's petition, the Secretary of the Board shall transmit by registered mail the certificate of nomination or nomination papers and the original objector's petition to the chairman of Education Officers Electoral Board, which shall be comprised of the presiding officer of the Board of Trustees, who shall be chairman, the secretary of the Board of Trustees, and the elected College Trustee member other than presiding officer and

secretary who has the longest term of continuous service as a member of the Community College Board. If any member of the Education Officers Electoral Board is a candidate, the Board member who has the second longest term of continuous service shall on the Board in the Community College Board candidate's stead. Public members may be appointed as provided by law.

**(9) Certification of Candidates.** The Secretary of the Board shall, not less than 61 days before the consolidated election, on or before **February 1, 2001**, certify to the County Clerks of the Counties of Cook, Kane, Lake and McHenry the names and addresses of all candidates entitled to be printed on the ballots in the order such candidates' petitions were filed in his office. Where the Education Officers Electoral Board has declared names of candidates invalid, said candidates shall not be so certified unless judicially ordered otherwise. (10 ILCS 5/10-15).

**(10) Form of Certification.** The certification shall indicate (1) where there is more than one candidate to be elected to an office; (2) where a voter has a right to vote for more than one candidate for an office; and (3) the term of the office or if a vacancy is to be filled if for less than a full term. (10 ILCS 5/10-15).

**(11) Board Notice.** The Secretary is directed to publish notice concerning the filing of nominating petitions of such election at least once in a newspaper of general circulation within William Rainey Harper College District No. 512, not less than 10 days prior to the first day of filing or on or before **January 6, 2001**. Such notice shall be in substantially the same form as the notice attached to this Resolution as Exhibit A.

**(12) Clerk Notice.** The Clerks of the Counties of Cook, Kane, Lake and McHenry are hereby authorized and directed to publish notice of the College Board election and precincts and locations of polling places in the College District in accordance with the Election Code and not more than 30 nor less than 10 days prior to the date of the **April 3, 2001** election once in one or more newspapers published in the district and if no

such newspapers exist, then once in a local community newspaper having general circulation in the College district. (10 ILCS 5/12-4).

**Section 5:** That for said election those persons selected by the County Board of Cook, Kane, Lake and McHenry Counties shall serve as judges of election in each election precinct, and they are hereby appointed to act as judges of election for said election.

**Section 6:** That said election shall be held and conducted and the returns thereof duly canvassed, all in the manner and the time as provided by law.

**Section 7:** That all resolutions and parts of resolutions in conflict herewith be, and the same are hereby, repealed, and this resolution shall be in full force and effect forthwith upon its passage.

APPROVED:

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Chairman, Board of Trustees  
William Rainey Harper College Community  
College District No. 512  
Counties of Cook, Kane, Lake and McHenry  
State of Illinois

ATTEST:

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Secretary, Board of Trustees



WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Lease of Office Space for Illinois Century Network Grant.

II. REASON FOR CONSIDERATION

The College has received a two-year grant to develop the Illinois Century Network in Region II for the State of Illinois through the Illinois Board of Higher Education. This grant has staff members which need office space. **Harper has no current office space and therefore needs to lease space for this purpose. Grant funds will pay for the lease.**

III. BACKGROUND INFORMATION

The Illinois Century Network is a statewide project to connect schools throughout the State of Illinois. The State is divided down into regions for the purposes of implementation. Each region has a grant recipient who will be the fiscal agent for the grant. Harper was selected for Region II.

IV. RECOMMENDATION

It is the recommendation of the administration that the Board approve the lease pending attorney review.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Faculty Leave of Absence – Assistant Professor Anita Crawley.

II. REASON FOR CONSIDERATION

Section IV.A of the 1999-2002 Faculty Collective Bargaining Agreement includes a provision for leave of absence without pay or other benefits.

III. BACKGROUND INFORMATION

Assistant Professor Crawley is requesting a Educational Improvement and Work Experience Leave of Absence without pay and benefits for the Fall 2000 semester and the Spring 2001 semester to take academic courses and secure jobs that will develop her skills in online teaching, learning and advising.

Assistant Professor Crawley's plans include completing the course work required to receive the UCLA Online Teaching Certificate. She will also take Internet and Online Teaching Tools, Teaching and Learning Models for Online Courses, Programming Literacy for Online Educators, and a Practicum in Online Teaching.

Assistant Professor Crawley's proposed work experience is related to the proposed course work, which should enhance her ability to provide better student services at Harper College.

IV. RECOMMENDATION

The administration recommends that Assistant Professor Crawley be granted a leave of absence without pay or other benefits for Fiscal year 2000/2001.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Ratification of the three year 1999/00, 2000/01 and 2001/02 Collective Bargaining Agreement with the Illinois Council of Police and Sheriffs, Local 7, International Union of Police Associations, AFL-CIO.

II. REASON FOR CONSIDERATION

This is the first Agreement for this group of employees. Ratification by the Board of Trustees is necessary to authorize the Board Chairman and Secretary to execute the Agreement.

III. BACKGROUND INFORMATION

Tentative agreement was reached between the negotiating teams on August 7, 2000. The ratification vote taken by the membership to ratify the Agreement was held on August 19, 2000.

The increased costs for the negotiated Agreement are \$38,421 for the first year, \$18,240 for the second year and \$18,342 for the third year.

IV. RECOMMENDATION

The administration recommends that the Board of Trustees ratify the 1999/2002 Collective Bargaining Agreement with the Illinois Council of Police and Sheriffs, Local 7, International Union of Police Associations, AFL-CIO and the administration further recommends that the Board Chairman and Secretary be authorized to execute such Agreement on behalf of the Board of Trustees.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of proposal request Q00099 for desktop computers, laptop computers, laser printers and scanners, and peripheral equipment as requested by Information Technology for use by Academic Affairs, Student Affairs, Administrative Services, Marketing and Enrollment Services and various other functions throughout the College.

II. BUDGET STATUS

Funds are provided as part of the Technology Initiatives in the 2000/2001 Restricted Purposes fund budget, in account number 0695-245-585.

III. INFORMATION

A legal Request for Proposal (RFP) notice was published and 58 proposals solicited. Ten responses were received. Three other vendors responded with a "no proposal" but requested to remain on the vendor list. Following is a recap of the proposal tab sheet. Pricing is based on the quantities identified in the Request for Proposal for 700 desktop and 100 laptop computers.

**DESKTOP COMPUTERS**

Omni Tech Corp.	\$ 913,172
Ace Computers, Inc.	932,320
Leadman Electronics, Inc.	960,510
ComputerLand of Chicago	981,062
Dell Computer Corp.	1,045,458
Gateway Companies, Inc.	1,331,400
QCOM Systems, Inc.	1,386,120
Hartford Computer Group, Inc.	1,466,137
Current Technologies Corp.	Incomplete
MCSi	Incomplete

**LAPTOP COMPUTERS**

Dell Computer Corp.	\$214,000
Ace Computers, Inc.	255,000
ComputerLand of Chicago	279,000
Hartford Computer Group, Inc.	287,624
MCSi	289,125
Leadman Electronics, Inc.	291,400
Omni Tech Corp.	335,000

<b>PRINTERS/SCANNERS</b>	
Ace Computers, Inc.	\$107,650
Dell Computer Corp.	116,651
Omni Tech Corp.	121,619
ComputerLand of Chicago	126,138
Leadman Electronics, Inc.	126,642

The requested desktop computers, laptop computers, laser printers, scanners, and peripheral equipment have been planned and approved for use in instructional and administrative functions throughout the College. The projects are in concert with the Technology Initiatives and include new labs, lab upgrades, faculty and staff offices, and a variety of other approved projects. The agreement also provides that College faculty, staff, and students will be granted the same purchasing opportunities as the College on all products negotiated and a WEB-based mechanism to do such purchasing.

The College has a long tradition of requiring more from its vendors than just low prices. All equipment vendors are judged against a multitude of criteria in addition to unit price. The ability to meet industry standards, the availability of quality assurance programs with associated certifications, and the ability to provide value-added services are examples of the additional criteria required when evaluating equipment vendors. The value of these variables over the useful life of the equipment is used to measure the Total Cost of Ownership (TCO). It remains the goal of the College to recommend those vendors that provide the lowest TCO.

Examples of these factors used in evaluation computer and peripheral equipment include:

- ISO 9001/9002
- Builds and supports customized units with full warranty
- Performs asset tagging and tracking
- Provides need-based ordering with specialty order quantities as small as one unit
- Adjusts to changing prices in components and provides notification
- Provides a local entity for problem resolution and installation assistance
- Provides and supports WEB order fulfillment, order tracking, and inventory management
- Provides a WEB problem-resolution interface
- Offers a multi-year warranty contract (Harper requires minimum of 3-year warranty)
- Provides full training for Harper Technical Support Staff
- Proven, successful experience working with other Higher Education institutions
- Provides notification and electronic distribution of various upgrades (drivers, BIOS, etc.)

The College is moving toward evaluating future equipment purchases using rigorous TCO criteria and not just the lowest price

Omni Tech Corporation proved to be the price leader for desktop computers with a three-year warranty and monitors with a five-year warranty, Dell Computer Corporation for laptop computers with a three-year warranty, and Ace Computers, Inc. for printers and scanners with a Hewlett Packard standard one-year warranty.

This request is for the 10-month period beginning September 1, 2000, through June 30, 2001. The College reserves the right to review and re-negotiate the agreement(s) each year, if that is determined to be in the best interest of the College.

In addition to the base prices, the recommendation includes a 10% contingency for equipment that will be required over the length of the contract but that cannot be foreseen at the present time.

This purchase conforms to State Statute and Board policy.

IV.

RECOMMENDATION

The administration recommends that the Board approve issuance of purchase orders for desktop computers to Omni Tech Corporation in the amount of \$913,172, to Dell Computer Corporation for laptop computers in the amount of \$214,000; and to Ace Computers Inc. for printers and scanners in the amount of \$107,650, plus a 10% contingency of \$123,480, to be used with any of the three vendors as necessary, for a total award of \$1,358,302.