



Harper College
1200 West Algonquin Road
Palatine, Illinois

Regular Board Meeting Agenda

October 24, 2006
7:00 p.m.

- I. Call to Order**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Presentations**
 - None
- V. Student Trustee Report**
- VI. President's Report**
- VII. Harper Employee Comments**
- VIII. Citizen Comments**
- IX. Consent Agenda*** (Roll Call Vote)
 - A. For Approval**
 - 1. Minutes - August 22, 2006 Regular Board Meeting Exhibit IX-A.1
 - 2. Bills Payable, Payroll for September 15, 2006, and September 29, 2006; Estimated Payroll for October 13, 2006 Exhibit IX-A.2
 - 3. Bid Awards Exhibit IX-A.3
 - 4. Purchase Orders Exhibit IX-A.4
 - 5. Personnel Action Sheets Exhibit IX-A.5
 - 6. First Reading of Modification of Purchasing Policy and Addition of Cooperating Colleges Contracts Exhibit IX-A.6
 - 7. First Reading of Policy on Electronic Attendance at Meetings Exhibit IX-A.7
 - 8. First Reading of Policy on Modification of Investment of College Funds - Policy 07.01.15 - Performance Exhibit IX-A.8
 - 9. Review of Closed Session Minutes Exhibit IX-A.9
 - B. For Information**
 - 1. Financial Statements Exhibit IX-B.1
 - 2. Committee and Liaison Reports Exhibit IX-B.2
 - 3. Grants and Gifts Status Report Exhibit IX-B.3
 - 4. Summary of Items Purchased from State Contracts, Consortiums or Cooperatives Exhibit IX-B.4

* 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.

X. New Business

- A. RECOMMENDATION: Annual Financial Audit for Fiscal Year 2005-06 Exhibit X-A
- B. RECOMMENDATION: Resolution for 2006 Estimated Tax Levies Exhibit X-B
- C. RECOMMENDATION: Affiliation Agreement Between Harper College and Exempla Lutheran General Medical Center, Wheat Ridge, CO, for the Cardiac Technology Program Exhibit X-C
- D. RECOMMENDATION: Ratification of 4-year 2006-2010 Collective Bargaining Agreement with the Faculty Senate Local 1600 Exhibit X-D
- E. RECOMMENDATION: Purchase Order to Greenbrier & Russel for Staff Augmentation to Support Post Implementation of e.Business Suite of Oracle Enterprise Resource Planning (ERP) System Exhibit X-E
- F. RECOMMENDATION: Authorization to Approve Depositories and Investment Brokers for College Funds Exhibit X-F

XI. Announcements by the Chair

- A. Communications
- B. Calendar Dates

On-Campus Events

(Note: * = Required)

- November 10,11, 17, 18 8:00 p.m. - Harper Ensemble - Theatre Company - Noises Off - Performing Arts Center
- November 12, 19 2:00 p.m. - Harper Ensemble - Theatre Company - Noises Off - Performing Arts Center
- *November 14 7:00 p.m. - Regular Board Meeting - W214-215
- November 23-24 **Thanksgiving Holiday - the campus will be closed Thursday, November 23rd through Sunday, November 26th.**
- November 28 7:30 p.m. - Harper Guitar Ensemble - Performing Arts Center
- *December 12 7:00 p.m. - Regular Board Meeting - W214-215
- *January 23 7:00 p.m. - Regular Board Meeting - W214-215

Off-Campus Events

XII. Other Business (including closed session, if necessary)

XIII. Adjournment

**Minutes of the Regular Board Meeting and Board Organizational Meeting
of Tuesday, September 26, 2006**

<u>INDEX</u>	<u>PAGE</u>
ROLL CALL - Regular Board Meeting	1
APPROVAL OF AGENDA	2
PRESENTATIONS	2
- Environmental Scan	2
STUDENT TRUSTEE REPORT	4
PRESIDENT'S REPORT	5
CITIZEN COMMENTS	6
HARPER EMPLOYEE COMMENTS	7
CONSENT AGENDA	
Minutes, Bills Payable, Payrolls, Financial Statements, Grants/Gifts Report	11
Bid Awards	12
Purchase Orders	13
Personnel Actions	13
- Faculty Mid-Year Tenure Status Report	14
NEW BUSINESS	
- Budget Hearing	15
- Adoption of Budget	16
- Resolution Designating a Person or Persons to Prepare a Tentative Budget for 2007-2008	17
- Designation of Election Official for the April 17, 2007 Consolidated Election	17
- Second Reading of Modification of Board Policy on College Colors and Mascot	17
- Affiliation Agreement with Centegra Health System	18
- New Levy	18
- Excess Funds	18
ANNOUNCEMENTS BY CHAIR	19
Communications	19
Calendar Dates	19
OTHER BUSINESS	19
ADJOURNMENT	19
SUMMARY OF BOARD REQUESTS	20

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 Tuesday, September 26, 2006

CALL TO ORDER: The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Stone on Tuesday, September 26, 2006 at 7:37 p.m. in the Wojcik Conference Center (Square D Amphitheater), 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL: Present: Members Gillette, Graft, Hill, Hoffman, Kelley, Murphy and Stone; Student Member Kudia
Absent: None

Also present: Robert Breuder, President; Joan Kindle, V.P. Student Affairs and Assistant to the President; Judy Thorson, V.P. Administrative Services; Cheryl Kisunzu, Associate V.P. Diversity/Organizational Development; Colleen Murphy, V.P. Enrollment and Marketing; David McShane, V.P. Information Technology; Margaret Skold, V.P. Academic Affairs; Sheila Quirk-Bailey, Associate V.P. for Strategic Planning and Alliances; Catherine Brod, V.P. for Development; Cathy Albergo; Della Allen; Mike Alsup; Barbara Anderson; Manouchehr Azad; Getachew Begashaw; Jennifer Bell; Carol Blotteaux; Carole Bomba; Barbara Bowker; Dave Braunschweig; Charles Brown; Arlene Bublick; Phil Burdick; Colleen Burns; Orlando Cabrera; Paul Casbarian; Kathleen Casey; Karen Chandra; John Clarke; David Clydesdale; Daniel Corr; Laura Crane; Becky Curtin; Tom DePalma; Laurie Dietz; Carl Dittburner; Dave Dluger; Tom Dowd; Earl Dowling; David Dwyer; Patti Ferguson; Dale Ford; Karen Froelich; Joyce Grattoni; Sally Griffith; Vickie Gukenberger; Paul Guymon; Kelly Hamontree; Joseph Hardy; Michael Harkins; Mark Healy; Kurt Hemmer; Kathi Holper; Mia Igyarto; Keith Jensen; Rich Johnson; Charles Johnston; Judy Kaplow; Peggy Kazkaz; Thea Keshavarzi; Ashley Knight; Sunil Koswatta; Sandy Kreiling; Laura LaBauve; Kathy LaBeau; Michael Lackey; Joanne Leski; D. Lewis; Terry Lindsay; Jeannine Lombardi; Karen Lustig; Jim Ma; Diane Mack; Fredia Martin; Diane Martling; Jennifer Mathes; Wendy Mertes; Richard Middleton-Kaplan; Russ Mills; Ed Molitor; Veronica Mormino; Maria Moten; Mark Mrozinski; Regan Myers; Michael Nejman; Kathi Nevels; Barbara Njus; Lydia Omori; Sheryl Otto; Bob Parzy; Shari Pergricht; Kris Piepenburg; Helmut

Publ; Regina Rector; Catherine Restovich; Nancy Rice; David Richmond; Tammy Rust; Ilona Saln; Rich Seiler; Pat Setlik; Diana Sharp; Sue Skora; Wallis Sloat; Barb Solheim; Douglas Spiwak; Dan Stanford; Craig Stettner; Michael Vijuk; Jessica Walsh; Dennis Weeks; Pat Wenthold; Deanna White and Andrew Wilson. Students: Scott Balcer; Michael Barber; Matt Biedron; Sharon Cash; Kevin Conway; Mike Cox; Karlee Didier; Gloria Giron; Danielle Harden; Emily Healy; Brian Householder; Scott Householder; Kathy Jahn; Jason Jones; Joe Kelleher; Jon Lee; Karen Menzies; Jonathan Mueller; Amanda Palisi; Kevin Ryan; Matt Van Egeren; Kate White.

Guests: Hank Sledz, Schiff, Hardin & Waite; Sara Faiwell, Daily Herald; Tim Kane, Chicago Tribune; Mario Bartoletti, Pioneer Press; Perry Buckley, CCCTU; Mark Blazis, Henneman Engineering; Kirk Madison, DLR Group; Jerry O'Leary and Pat O'Leary, retired faculty; Penny Billman, NIU; Sue Fleming, wife of faculty; Michael O'Toole, alumnus.

Chair Stone noted that there would be a closed session following the Regular meeting for the purpose of discussing collective bargaining issues. There will be no votes taken following executive session.

APPROVAL OF AGENDA Member Graft moved, Member Kelley seconded, approval of the Agenda.

In a voice vote, the motion carried.

EDUCATIONAL
PRESENTATIONS
Environmental Scan

Sheila Quirk-Bailey noted that the Environmental Scan is one of the standard documents produced by the Office of Research. They look outside of the College to identify those things that are going to impact the future of Harper College. She introduced Dr. Penny Billman from the Regional Development Institute of Northern Illinois University, the organization that worked with Harper's Department of Research to put together the scan. It was noted that the entire Environmental Scan document is available on the Strategic Alliance website.

She shared highlights of the Environmental Scan:

- Higher education is in the spotlight at the national and State level. The Commission on the Future of Higher Education will address how colleges and universities could be more accessible, more affordable, have

improved quality and innovation, and have more accountability. At the State level, the Illinois Community College Task Force is looking at whether changes are needed to meet the expanded role of community colleges.

- There are many assets in the district on which to build. Compared to other districts within the State, the median wages in Harper's district are higher; there are higher levels of education in the population; there is a higher median housing cost; and people here are recovering faster from the recession. However, at the same time, there is a shifting of demographics. The baby-boomers are retiring; there is growing lower income; there are many low income students, especially in high school; and there is a growing immigration population. There is a larger gap between the "have-a-lots" and the "have-nots." Because of this trend, funding will get increasingly tight, they will see more pressure put on schools to keep tuition and fees low in order to keep education accessible. Additionally, more resources will be needed for remediation.
- By 2020, there will be a real problem in the employment sector. The number of people over the age of 65 increases tremendously, meaning the number of retirees is skyrocketing, while the number of those available to enter this job market is staying relatively flat. The retiring baby-boomers may request additional programming. Moving forward in the 21st century, colleges will have to look more and more at what they teach, who the students are going to be, and how the content or material is taught. Students understand that this is a globally competitive world, and they must have the skills needed to strive for that. A national group, 21st Century Curriculum, has made college curriculum recommendations. There are great challenges ahead - 60 percent of all jobs created today can only be filled by 20 percent of the workers (those who have the skills necessary to fill certain jobs). The report identifies 26 emerging technologies that are recommended for schools and colleges for which they will be preparing their students in the future.
- Students and their parents are increasingly high-tech AND high-touch. These students have grown up with MP3 players, cell phones, personal computers, internet, laptops, etc. Instructors need to adjust their methods of teaching and communicating to reach this generation. However, more support services are needed, because students are used to instant communication, instant

answers or responses. There is also a phenomenon of “helicopter parents” – growing involvement of parents in the lives of the students. Rather than tell their young adult to talk to the professor about a problem, the parent may call a Board member and want immediate action. They tend to “solve” their children’s problems.

- Students are no longer just coming to the College for two years and transferring on to another school. They are using different pathways, attending different colleges, completing coursework in the summer and looking for different ways of programming to be offered.
- Professors listed what they saw as the most important changes in the last three years in technology that will impact how they teach: electronic textbook, where the modules can be automatically customized for instruction; pod-casting and e-mobile learning (a student can “see” their lecture while riding a bus somewhere). Online programs will continually expand.
- Community colleges will have increasing competition. There is a growing number of non-profit and for-profit institutions that are being much more mobile and flexible in what they offer. *Brainbench* is a website where one can take tests and get a credential that some employers will recognize.

STUDENT TRUSTEE REPORT

Student Member Kudia noted that, at the August Board meeting, Member Gillette brought up a very good point that the College should check with the alumni to find out their views about the school color/mascot change. Since then, there have been two articles - one on the front page of *The Daily Herald* and another in *The Chicago Tribune*. There was a link on the Harper website to the article. Alumni were invited to have their voice heard prior to the meeting this evening. It was noted that there have been no phone calls, e-mails or letters to the editor regarding this issue.

Student Member Kudia reminded the Board that this color change was brought up at the Senate and was passed by the Senate. The Student Senate at Harper prides itself on representing all of the students at Harper and their needs. He introduced Student Senate President Fernando Diaz. Mr. Diaz noted that the previous Student Senate, along with the shared governance committees (comprised of Harper staff), completely supported the color change and the new logo. He noted that blue and gray can be seen throughout Harper College: on the Harper website, Harper signs, the Avanté building, the fountain, the Board Book and meeting rooms. Mr. Diaz read a letter from Dan Loprieno, Harper’s

wrestling coach, who is in support of the change. He noted that, "While the rest of the campus looks better than ever, the athletic facilities stick out like a sore thumb, simply because they don't match."

Sharon Cash, former Student Senate President, addressed the Board in support of the school color and mascot change. She added that it appears to be an issue that is aggravated by the undercurrent of tension present on campus because of the current negotiations. The excellence in education that William Rainey Harper stood for is in the awesome reputation of the students who graduate each year and go on to become successful. These success stories were in part rooted in the strong, caring, quality, excellent education that Harper faculty members and administrators provide for the students – not in the colors that fly on campus. She noted that Board members have much more important issues on which to exert their energy, such as contract negotiations. She encouraged the Board to approve the item and then "put it to rest," so they can go forward.

Student Member Kudia strongly encouraged the Board to approve this measure; it will be positive and unifying.

PRESIDENT'S REPORT

Dr. Breuder gave a brief update on enrollment. He distributed a chart that shows enrollment numbers from 23 community colleges in the State, including Harper. When comparing FTE numbers from 2005 to 2006, only nine of the 23 were able to grow in enrollment this fall. The growth runs from .66 up to 5.0. He noted that Waubensee's numbers were not "tenth day" numbers, so they could not be compared. Approximately one-third of community colleges grew in enrollment, while the balance of them declined, some of them dramatically. Harper is one of nine community colleges experiencing growth; enrollment is up .81 percent. Dr. Breuder noted that this is very good, considering that the Harper district is a maturing community, and its opportunity for growth is not as it is in some other districts. Additionally, they are peaking in terms of the number of students coming out of area high schools.

He added that the growth speaks well of the institution – the five P's (program, price, promotion, place, people) are allowing them to sustain continued growth. If they are able to grow by one percent overall this year, that will simply validate and substantiate the 25 percent growth they have experienced over the last seven years.

Chair Stone thanked Dr. Breuder. She noted that, with the Board's approval, she would like to reverse the order of comments on the agenda, allowing one citizen to speak prior to the Harper Employee Comments section. The Board concurred.

CITIZEN
COMMENTS

Dr. Nicol Lee, representing Destiny Church, as well as One Economy Corporation, a national nonprofit organization whose interest is in accelerating technology access in underserved communities, addressed the Board. She expressed sincere thanks to Harper College for a generous donation of 40 computers, printers and other peripherals that will be refurbished and redistributed to low and moderate income families in the community. This is a type of benevolence that should not be ignored. There is a persistent need, regardless of what the people of this community may resemble. They may not look like the metropolitan poor, the urban poor, the rural poor, but there are folks in this community that are in need of technology to advance their lives. In Destiny Church, they work with underserved communities and ensure that school-age children, as well as adults, have the access they need to be economically self-sufficient.

Dr. Lee noted that approximately one in every 20 jobs is available by walking in; most jobs are available via the internet. Additionally, studies show that school-age children tend to do better when they have in-home access to computers and/or the internet. She noted that she is proud, as a resident of this community, to be able to do that for her very own neighbors.

She thanked them again for the donation, which was facilitated by The Giving Trust, who put them in touch with the Vice President of Information Technology at Harper College. Dr. Lee noted that the staff was so generous and very happy to see the equipment going to a great cause, rather than being discarded or used for parts. She left information regarding Destiny Church and encouraged anyone wanting more information to contact her at Destiny Church, 847-885-2908 or via her e-mail address NETCON7161@aol.com. Dr. Lee noted that they will submit something in writing to the President, in terms of the donation.

HARPER EMPLOYEE
COMMENTS

Chair Stone asked everyone to remain within the five minute allotment.

- School colors Assistant Professor Nancy Rice explained that she began teaching at Harper as an adjunct faculty in 1975. She noted that a few years ago, the familiar Harper maroon signs were removed and replaced with the current blue and gray signage. It now seems that the color selection for the signs is driving the change in school colors. Maroon and gold were chosen to honor William Rainey Harper, the first president of the University of Chicago and the father of the two-year college concept. Harper has had those colors throughout its 40-year history. Traditions are not easily maintained at a two-year commuter college. Ms. Rice added that traditions belong to the collective school community throughout its history, not to individuals at a given point in time. She shared lyrics of the Hawks fight song, "We've got the spirit and the drive to keep maroon and gold alive." She encouraged the Board to keep maroon and gold alive for future generations of William Rainey Harper College.
- Teaching Associate Professor Tom DePalma spoke to the Board about how much he enjoys teaching. He especially enjoys the opportunity to teach Learning Communities with teaching partner Catherine Restovich of the English department. They get to share their fascination for history and literature together, and he looks forward to it every day. Mr. DePalma noted that he has been affiliated with Harper College for quite some time. Not only was he a Harper student many years ago, but his father Ray was the first teacher hired by Harper College in 1966 where he remained a Harper Biology professor until his retirement in 1989. His father is proud that his son is a teacher, but he is even more proud of the fact that he is a Harper teacher. Mr. DePalma held up a copy of the 1981-1982 contract in which their teaching predecessors earned the right to early retirement benefits; his father was part of the faculty that earned the right and privilege. He concluded that the current faculty is only asking that they get the same consideration and respect that was given to his father's generation of Harper teachers.
- Faculty Contract Assistant Professor Kris Piepenburg stated that he is a Harper graduate. He is also part of Harper's Higher Learning Commission Steering Committee, a team of employees guiding Harper's self-study and reaccreditation process. He has developed working relationships with many individuals. They are evaluating the College, establishing strengths and weaknesses and writing a report to help shape the next decade. Since the last self-study was completed in 1997, many things have changed in terms of physical capacity, teaching capabilities and enrollment. The past

decade at Harper has been a time of intense growth in their ability to serve students, and both faculty and administration have made it happen. Students' educational options have become more and more flexible since 1997 through new programs, increased online and distance instruction, more open-entry courses and alteration of the scheduling grids to allow more classes to be offered at different times.

Mr. Piepenburg stated that, despite this flexibility, comments in the press suggest that faculty are unwilling to come to work on Fridays, or that they do not allow Harper to serve its students because they are not flexible in their schedules. The faculty has continually demonstrated flexibility by responding to innovations promoted by the administration and to trends revealed by the Environmental Scan. Many instructors teach on weekends, many work 12-14 hour days during the week, teaching day and night classes and holding office hours. He emphasized that their job never ends when they go home. The faculty also spend hours working with their administrative colleagues, serving on 20 or so college committees, such as Institutional Planning, Academic Standards or the Curriculum Committee. Over the past four years, the Curriculum Committee has reviewed over 900 pieces of newly designed or redesigned curriculum - new and changing programs, such as public relations, security, the medical fields, etc. Some faculty spend hours writing grants, hosting conferences and events at Harper, sponsoring clubs, coordinating special programs, or collaborating with partner high schools. The responsibilities of faculty extend beyond the designations of the calendar and the clock.

During the last four years, since the last faculty contract negotiations, the faculty have made sustained efforts to work with the administration to move forward. After all their efforts to move forward, and with the reaccreditation visit on the horizon, they are dumbfounded by the College administration's negative stance in this process. They are puzzled by the one hand that extends the salary increase and the other that takes away early retirement compensation. Mr. Piepenburg stated that the faculty deserve this compensation and deserve to teach after retirement if they desire at a rate commensurate with their experience and credentials.

In conclusion, he asked Board members if they really wished for a period of instability, negative press, enrollment loss, funding loss, disgruntled students, negative finances during

reaccreditation and strained relations among the colleagues who serve Harper College.

Negotiations

Perry Buckley, President of Cook County College Teachers Union (CCCTU), sincerely thanked the Board for moving the meeting to the Square D Amphitheater. It was very generous, considerate and thoughtful. He noted that he promised the Board that tonight and throughout the negotiations, he, Local 1600 and the faculty who love Harper College will always be respectful, will always be professional, and they will never do anything to embarrass or shame William Rainey Harper College. This is a great College – it is palpable in this building, it is palpable on these grounds, it is palpable in these students and it is also palpable in these faculty members. However, he feels there is a disconnect. He reminded everyone that the vote was 190 to 9 to approve a strike; that, in and of itself, shows a disconnect with this College and its greatness.

Mr. Buckley shared some of the things he has learned since being elected President of CCCTU.

- Strikes help no one.
- The scars at the table and the scars on the picket line last for years afterward.
- Every single contract gets settled in crunch time, which is the last 6 or 9 hours.
- After attending AFT conferences, IFT workshops and National Labor College, he learned about “intra-space bargaining” - where they sit around the table as colleagues; people on both sides of the table can make a deal; they bring a limited amount of issues and work on them; and they are reasonable.
- They have had 15 contracts since the Chicago strike, and at every single one they have used intra-space bargaining and it has worked. They have treated each other as equals, they have respected the institutions and they have worked as partners.

Mr. Buckley explained how Local 1600 has helped many colleges. In Moraine Valley, the union gave thousands of dollars to help their referendum get passed. They have worked with issues at the ICCB to get programs passed. They go down to Springfield and they speak to the Presidents. He noted that, in February, he met with Dr. Breuder, talked about intra-space bargaining, made him an offer, and offered to have ten days in March to get the negotiations done. In that conversation, Dr. Breuder

mentioned that the Harper Bill was railroaded and stranded in Kevin McCarthy's Higher Ed Committee. Mr. Buckley told Dr. Breuder that he knows the people on the Higher Ed Committee, he knows Kevin McCarthy, and he would "see what he can do." Mr. Buckley went down to Springfield the next day, and testified before Kevin McCarthy's committee the following week. He talked to many people, and the vote was changed – the Harper Bill got out of the committee and onto the floor. Mr. Buckley noted that, when they got to the bargaining table, those efforts did not generate the goodwill it had at other places where they have worked with College Boards and Presidents. He noted that this union wants to work with them; this faculty wants to work with them.

He noted that he would make the following suggestion, request and offer to the Board and President.

Suggestion

Make some telephone calls. Call the Presidents of Oakton Community College, Morton College, Moraine Valley, South Suburban College, and ask what Local 1600 has done for them. Ask them how they have worked, how they have negotiated and how they have a team at all these places. Call Kevin McCarthy and Ed Maloney in the Senate of Higher Ed and ask them about Local 1600, what they do, what they stand for, and what they fight for in Springfield.

Request

Have the Board members come to the mediation on Friday and sit on the other side of the table. He explained that, at every session they have had since March, they are told continually that "this is the Board's demand" or "this is the Board's request" or "the Board won't permit that" or "the Board won't authorize that." However, there is no Board member at the table. Mr. Buckley stated that he knows Board members are busy; he knows they get paid nothing; he knows they are volunteers. However, if Board members are there, he is confident they will get the job done.

Offer

He stated that he would not make the complete offer here, but will share a summary of the offer. When they present their counter-offer on Friday, they are prepared to go halfway between what the College is offering and what the faculty desires on virtually every money issue. This is less than what they have gotten this year at Moraine Valley, South Suburban and Oakton. Mr. Buckley noted that they have six issues that they believe can be mitigated at the table, in

addition to the whole retirement issue - it is all workable.

However, there are two issues that have to be removed:

1. Faculty and academic chairs (and they alone) should determine how faculty best serves the students and when they will have office hours. They can never and WILL NEVER give this to an administrator to tell faculty when to teach. That has to go off the table.
2. The union busting language where the College will reduce the release time, the reassign time, of the union officers that they have had for years – that has to go off the table, as well.

He encouraged the Board to “get this done” on Friday; afterwards, Local 1600 and the union members here will sit down with the administration and begin the healing. They will do what they need to do to get back on track.

Miscellaneous issues

Michael O’Toole, citizen and alumnus, expressed his displeasure with a Labor Management Relations course being dropped. He had approached several instructors and suggested they change the location of the course to the main campus or to the Schaumburg TECH center on Higgins Road. However, they did not heed his suggestion. Only seven individuals enrolled, and there must be a minimum of 10 students enrolled in a course in order to keep it open.

Mr. O’Toole stated that there is no reason for changing the school colors. He noted that, as an alumnus, he never received a phone call, letter or e-mail regarding the school color issue. He felt that having a one-week or two-week article in the local newspaper was not sufficient to request feedback from Harper alumni.

CONSENT AGENDA

Member Graft moved, Member Hoffman seconded, approval of the minutes of the August 22, 2006 regular Board meeting; bills payable; payrolls for August 18, 2006 and September 1, 2006; estimated payroll for September 15, 2006; bid awards; purchase orders; personnel action sheets; faculty mid-year tenure status report; financial statements, committee and liaison reports, grants and gifts status report, summary of items purchased from state contracts, consortiums or cooperatives, as outlined in Exhibits IX-A.1 through IX-B.4, (attached to the minutes in the Board of Trustees’ Official Book of Minutes).

Accounts Payable &
Tuition Refunds (Oracle)

\$4,768,003.73

The payroll of August 18, 2006 in the amount of \$1,349,824.70; and September 1, 2006 in the amount of \$1,585,735.36; and estimated payroll of September 15, 2006 in the amount of \$1,467,780.03.

Bid Award

Ex. IX-A.3.a Award bid request Q00475 to Chicago Flyhouse, Inc., the low bidder for upkeep and maintenance of the theatrical rigging system for the Performing Arts Center, in the amount of \$17,334.10.

Ex. IX-A.3.b Award bid request Q00478 for a three-year lease of the Microsoft Campus Agreement 3.4 for both administrative and academic environments to Educational Resources Inc., the lowest bidder, in the amount of \$72,826.05 per year from July 1, 2006 through June 30, 2009 for a three-year total of \$218,478.15.

It is also recommended that the Vice President of Information Technology be authorized to sign the third party contract agreement with Microsoft Corporation and their reseller.

Ex. IX-A.3.c Award bid request Q00482 per line item to the lowest responsible bidders as follows: two thoracic organ models, two urinary system models, two full figure human anatomy models, two head and neck models, two skin models to Armstrong Medical Industries, Inc. in the amount of \$11,098; and two thermal cyclers to Wards Natural Science Est., Inc. in the amount of \$3,990 for a total award of \$15,088.

Ex. IX-A.3.d Award bid request Q00481 for the purchase of ground cover and shrubs for the lower level landing directly south of Building A to Charles J. Fiore Company, Inc., the lowest responsible bidder, in the amount of \$11,767.70.

Ex. IX-A.3.e Award bid request Q00480 for athletic field potable water service drinking fountains, and a field hydrant to K.C. Plumbing, Inc., the low bidder, in the amount of \$48,650 plus the architect's fee in the amount of \$3,649, reimbursables of not to exceed \$2,250, and a contingency of not to exceed \$4,865 for a total award of \$59,414.

Purchase Orders There are no purchase orders this month.

Personnel Actions

Administrator Appointment

John Smith, Associate Dean, Technology Mathematics and Sciences, TMS, 10/16/06, \$75,000/year

Professional/Technical Appointments

Orlando Cabrera, Desktop Integration Analyst, IT/CS, 09/18/06, \$46,500/year

Kimberly Cowan, Desktop Integration Analyst, IT/CS, 09/18/06, \$56,000/year

Ryan Graham, Desktop Integration Analyst, IT/CS, 09/18/06, \$37,000/year

Supervisory/Confidential Appointment

Thomas Lange, Manager of Theatres, EM, 09/11/06, \$58,000/year

Classified Staff Appointments

Maggie King, Receptionist/Evening, p/t, REG OFF, 09/19/06, \$15,503/year

Katherine Paez, ESL Associate, AE/LS-ESL, 09/05/06, \$33,150/year

Harper #512 IEA-NEA Appointment

James Forssander, HVAC Mechanic Operator, PHY PLT, 08/28/06, \$48,672/year

Classified Staff Limited Term Employment

Hung-Ling Sarina Wan, TECH Operations Associate, CE-TECH, 09/05/06, \$42,003/year

Professional/Technical Retirement

Alice Blomquist, Admissions Outreach Associate, SRO, 10/01/06, 12 years

Supervisory/Confidential Retirement

Frank Olsofka, Shipping/Receiving Warehouse Supervisor, PHY PLT, 06/30/07, 17 years

Classified Staff Resignations

Dawn Cognac, Food Service Worker II, DIN SER, 08/14/06,
2 years, 10 months

Jessica Mihm, Library Assistant I, p/t, LIB SER, 08/18/06, 11
months

Professional/Technical Resignations

Carla Daniels, Student Activities Coordinator, STU ACT,
09/01/06, 2 years 6 months

Sarah Williams, Communication Project Specialist, MKT
SER, 09/13/06, 3 years 7 months

Faculty Mid-Year
Tenure Status Report

Board members received the Faculty Mid-Year Tenure
Status Report for information purposes.

Spring 2007 – First Year Eligible for Tenure (Mid-Year)

Roger House – Chemistry (TMS)

Veronica Mormino – Geography (BUSSS)

Spring 2008 - First Year Eligible for Tenure (Mid-Year)

Patricia Bruner – Graphic Arts (TMS)

Uriel Buitrago-Suarez – Biology (TMS)

Mary Hood – Radiologic Technology (HCPS)

Greg Horeni – Nursing (HCPS)

Keith Jensen – Humanities (LIBARTS)

Spring 2009 - First Year Eligible for Tenure (Mid-Year)

DuBoi McCarty – Counselor (StuDev)

Upon roll call of the Consent Agenda, the vote was as
follows:

Ayes: Members Gillette, Graft, Hill, Hoffman, Kelley,
Murphy and Stone

Nays: None

Motion carried. Student Member Kudia voted aye.

NEW BUSINESS:

Budget Hearing

Member Graft moved, Student Member Kudia seconded, to
adjourn into the Budget Hearing.

In a voice vote the motion carried.

At 8:50 p.m., Chair Stone recessed the regular meeting and
called to order the public hearing on the FY 2006-2007
budget.

Vice President Thorson distributed replacement pages for the Strategic Planning section. She called attention to page 50, the consolidated picture of the budget. The good news is that they continue to, at the Board's direction and in the Board Budget Guidelines, strive to prepare a balanced budget, at least in the Educational Fund and in the day-to-day operations. The bad news is that the State funding continues to decline, and the number of unfunded mandates is growing and adding to Harper's expenses every year. The unfunded mandate for veterans is costing approximately \$350,000 this year.

The Education Fund is showing revenue over expenses of \$1 million. The fund is still balanced for the day-to-day operations, and this \$1 million represents the initiative that the Board began last spring to fund new initiatives. At this point in time, approximately \$300,000 of that \$1 million has been distributed to areas for new programs or new initiatives in the College. Approximately \$700,000 is sitting in a contingency at the discretion of the President. As things go forward, that item may be used.

They have the most difficult time preparing a balanced budget in Fund 02, which contains utilities and the staff that work in the utilities and maintenance area. For this year alone, they have added \$447,000 to the utility budget. They feel that they bid electricity at just the right time; however, they still expect that costs for natural gas will continue to climb. They have added money in the budget to anticipate the increases that will come next year.

The negative amount shown in the Restricted Purposes fund comes from two things. Their "save before you spend" philosophy is such that they identify money, put it somewhere and spend it in a year where the income has not necessarily come in. That is why it looks negative. There are two big items being paid for – some of the ERP and early retirement obligations.

With regard to the negative number in the Liability and Protection fund, Vice President Thorson explained that they are absorbing more and more of a Medicaid burden as the staff turns over.

The large number in the O&M Restricted Fund reflects the budgeting out and the anticipation of expenditures of the money left over in the referendum fund. This anticipates that

the State would fund the two buildings that Harper has on the list, and Harper would have to provide a match. She added that some other projects are being done with that money. They never know from year to year whether the State is going to fund it, so every year they budget as though they are going to spend it. They have gone a number of years where they have not spent that money.

Chair Stone encouraged anyone who has questions regarding the budget to come forward.

In response to Member Hill, Vice President Thorson replied that there is a very small probability of the two buildings passing in the State this year. Even if they were funded by the State, it would be unlikely they would get up and running far enough along where the College would have to contribute money from this particular budget year.

Inasmuch as there were no other persons present who desired to speak regarding the budget, Chair Stone asked for a motion to close the hearing.

Member Graft moved, Member Hill seconded, that they close the hearing and reconvene the regular Board meeting.

Chair Stone declared the budget hearing closed and reconvened the regular Board meeting at 8:55 p.m.

Chair Stone thanked members in the audience who are remaining for the rest of the Board meeting.

Adoption of Budget

Member Graft moved, Member Gillette seconded, adoption of the FY 2006-2007 legal budget as presented, as outlined in Exhibit X-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Murphy complimented Vice President Thorson and her staff for the in-depth budget. His concerns about the budget boil down to the fact that it is not in balance. For that reason, he cannot support the budget. The biggest problem the College is facing is the State funding that has been slashed over the last four years. The lack of support from the State is disappointing, and it has made running this College far more challenging than it ought to be. He complimented the administration for their efforts in running a ship that has brought budgets in the black, not in the red, year after year, while they have been faced with State funding cuts and unfunded mandates. Member Murphy

noted that, while this budget is not in balance as proposed today, he is confident in the leadership team and in the Board that it will be in balance at the end of the year when the books are closed. He feels it is very important that everybody knows the impact that the State and the funding cuts are having on their local community college. He also thinks it is important that they stand firm on balanced budgets and make their statement in that regard. He assured everyone that he is not directing the blame at the people currently running the College.

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Graft, Hill, Hoffman, Kelley and Stone
Nays: Member Murphy

Motion carried. Student Member Kudia voted aye.

Resolution Designating a Person or Persons to Prepare a Tentative Budget for 2007-2008

Member Gillette moved, Member Murphy seconded, adoption of the Resolution Designating Robert Breuder and Judith Thorson to Prepare a Tentative Budget for 2007/08, as outlined in Exhibit X-C (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

Designation of Election Official for the April 17, 2007 Consolidated Election

Member Graft moved, Member Gillette seconded, approval of the Resolution regarding the notice related to the filing of nomination petitions for Board candidacy, as outlined in Exhibit X-D (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

Second Reading of Modification of Board Policy on College Colors and Mascot

Student Member Kudia moved, Member Graft seconded, approval of the Board Policy on College Colors and Mascot, as outlined in Exhibit X-E (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Student Member Kudia noted that several statements have been made about this item being proposed by one or two people. He reiterated that the Student Senate and the Student Trustee represent the student body. Therefore, there are many people who support this change.

Upon roll call, the vote was as follows:

Ayes: Members Graft, Hill, Hoffman, Kelley and Stone

Nays: Members Gillette and Murphy

Motion carried. Student Member Kudia voted aye.

Affiliation Agreement
with Centegra Health
System

Member Graft moved, Member Gillette seconded, approval of the Affiliation Agreement between Harper College and *Centegra Health System*, and authorization for the Dean of Health Careers and Public Safety to sign all of the above, as outlined in Exhibit X-F (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

New Levy - College
Protection, Health and
Safety: Energy Conser-
vation Environmental
Protection and Handi-
capped Accessibility
Projects

Member Graft moved, Member Gillette seconded, adoption of the Resolution for approval of the projects to alter and repair facilities pursuant to Section 3-20.3.01 of the Illinois Community College Act; in addition, approval of the employment of Legat Architects to provide the architectural services specified for the 2006 Life Safety repair and renovation project, as outlined in Exhibit X-G (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Graft, Hill, Hoffman, Kelley, Murphy and Stone

Nays: None

Motion carried. Student Member Kudia voted aye.

Member Gillette stated that this will replace the roofs in several of the buildings so they will not leak and ruin other things. They will also replace the controls for a freight elevator so that they do not have an accident. These ongoing maintenance problems must be addressed.

Excess Funds - College
Protection, Health and
Safety: Energy Conser-
vation Environmental
Protection and Handi-
capped Accessibility
Projects

Member Hill moved, Member Graft seconded, approval of the projects to alter and repair facilities pursuant to Section 3-20.3.01 of the Illinois Community College Act and to utilize **excess funds** from prior projects, as outlined in Exhibit X-H (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Graft, Hill, Hoffman, Kelley,
Murphy and Stone
Nays: None

Motion carried. Student Member Kudia voted aye.

ANNOUNCEMENTS BY
CHAIR

Communications

There were no communications.

Chair Stone thanked Fredia Martin for the work she did on the Barrington Community Night. It was very well received.

Calendar Dates

Calendar dates are printed on the Agenda for Board information.

OTHER BUSINESS

Member Hoffman stated that Board members should have received letters from him regarding the annual fund contribution and major gift campaign. He explained that it is powerful for the Foundation to be able to tell the community that the Board has contributed 100 percent. The monetary value is secondary; it is the support of the Board that is important. The Foundation continues to do wonderful things for the College and its students.

EXECUTIVE SESSION

Member Graft moved, Member Hill seconded, that the meeting adjourn into executive session for the purpose of discussing personnel issues and collective bargaining.

In a voice vote, the motion carried at 9:07 p.m. Following a short break, the executive session began at 9:15 p.m.

Following executive session, the Board reconvened the Regular meeting at 11:15 p.m.

ADJOURNMENT

Member Graft moved, Member Hill seconded, that the meeting be adjourned.

In a voice vote, the motion carried at 11:15 p.m.

Chair

Secretary

BOARD REQUESTS

SEPTEMBER 26, 2006 REGULAR BOARD MEETING

There were no Board requests.

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
PALATINE, ILLINOIS 60067

FUND EXPENDITURES TO BE APPROVED

I. BILLS PAYABLE

Accounts Payable & Tuition Refunds	\$ 3,910,755.78
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II. PAYROLL

09/15/2006	\$ 1,664,777.09
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09/29/2006	1,688,860.15
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III. ESTIMATED PAYROLL

10/13/2006	\$ 1,676,818.62
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WILLIAM RAINEY HARPER COLLEGE

BOARD MEETING

October 24, 2006

SUMMARY OF BIDS

Exhibit IX – A.3.a The administration recommends that the Board award bid request Q00486 for bulk road salt for campus roads and parking lots to Conserv F.S., the low bidder, in the amount of \$28,200.

Exhibit IX – A.3.b The administration recommends that the Board award bid request Q00483 to Comcast Business Communications, the low bidder for two fiber based physical connections from main campus to the Harper Professional Center (HPC) and to the Northeast Center (NEC) and to establish a new contract for the existing physical connection to Illinois Century Network (ICN) in the amount of \$28,485 for fiscal year 2006/07, \$56,364 for fiscal years 2007/08 and 2008/09, and \$32,879 for fiscal 2009/10 for the period of February 1, through January 31, for a total award of \$174,092.

It is also recommended that the Vice President of Information Technology be authorized to sign the contract agreement with Comcast Business Communications.

Exhibit IX – A.3.c The administration recommends that the Board split the award of bid request Q00485 to Fox River Graphics, Inc., the low bidder for Chief projector mounts, Extron media internal communication hardware, Wolfvision document cameras and JBL speakers in the amount of \$102,326; Troxell Communication, the low bidder for Crestron media internal communication hardware, Da-Lite screen products, Hitachi projectors and an Altinex CableNook Jr connection box in the amount of \$93,427 for a total award of \$195,753.

Exhibit IX – A.3.d The administration recommends that the Board award bid request Q00489 for chemistry laboratory HVAC modifications to Expedia Construction Corp., the low bidder, in the amount of \$64,100 plus a contingency of not to exceed \$8,000 for a total award of \$72,100.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00486 for bulk road salt for campus roads and parking lots as requested by Physical Plant/Auxiliary Services for the Roads and Grounds department.

II. BUDGET STATUS

Funds in the amount of \$28,200 are provided in the 2006/07 Operations and Maintenance Fund budget, under account number 0002-7030-065-5404004.

III. INFORMATION

A legal bid notice was published and 14 bids solicited. Five responses were received. The following is a recap of the bid tab sheet:

Conserv F.S.	\$ 28,200
Central Salt, L.L.C.	28,800
Town & Country Landscape	31,180
Tek Direct	85,050
TruGreen Chemlawn	107,120

The road salt is for use on campus roads and parking lots.

The prior award was to Conserv F.S. for road salt for fiscal year 2005/06 in the amount of \$25,956 for 400 tons which is the same as the quantity for 2006/07.

IV. RECOMMENDATION

The administration recommends that the Board award bid request Q00486 for bulk road salt for campus roads and parking lots to Conserv F.S., the low bidder, in the amount of \$28,200.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00483 for two fiber based physical connections from main campus to the Harper Professional Center (HPC) and to the Northeast Center (NEC) and to establish a new contract for the existing physical connection to Illinois Century Network (ICN) as requested by Information Technology/Technical Services for use by the entire College community.

II. BUDGET STATUS

Funds in the amount of \$28,485 are provided in the 2006/07 Operations and Maintenance Fund budget, funds in the amount of \$56,364 will be provided in the 2007/08 and the 2008/09 Operations and Maintenance Fund budget, and funds in the amount of \$32,879 will be provided in the 2009/10 Operations and Maintenance Fund budget, under account number 0002-8080-256-5705000.

III. INFORMATION

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

	<u>Monthly Charge</u>	<u>Installation Charge</u>
Comcast Business Communications	\$2,995	\$15,000
AT&T Global Services	3,735	29,750
Verizon Business	No Bid	

Verizon Business issued a no bid letter stating that they do not have the required fiber optic infrastructure in place to connect to the remote sites. Without the existing infrastructure they would not be able to offer the College competitive pricing on this project.

Currently, the College has data T1 (1.5 Megabit) access to both the Harper Professional Center (HPC) and the Northeast Center (NEC). This bandwidth is no longer adequate to support the data requirements for these remote sites. Upgrading this connectivity to 10 Mb capacity will provide more than sufficient data access and will position the College for future exploitation of converging voice communications utilizing Voice over Internet Protocol (VoIP) technology.

Currently, the College has a T3 (45 Mb) physical connection to Illinois Century Network (ICN) provided by Comcast, approved by Board Action May 23, 2006. The multiple year contract expires on June 30, 2007. Comcast presented in their bid a second option to the College to combine the current contract to provide the physical connection to the ICN Point of Presence (POP) for T3 (45 Mb) and the two new (10 Mb) physical connections to HPC and NEC into a new combined three-year contract. In this option, Comcast reduced the installation cost of this current project from \$15,000 to \$5,000 for a \$10,000 savings and reduced the monthly cost of the physical connection to ICN service from \$2,500 a month to \$1,702 a month for a \$798 a month or a 32 percent savings. This second option will save the College in total \$38,728 over the three-year period.

This request is to provide a directional bore into HPC and NEC, to cancel the current contract for physical connection to the ICN POP effective January 31, 2007, and to establish a new contract for a three-year period to provide 45 Mb connectivity from main campus to the ICN POP and 10 Mb connectivity each from HPC and NEC to the main campus from February 1, 2007 through January 31, 2010.

IV. RECOMMENDATION

The administration recommends that the Board award bid request Q00483 to Comcast Business Communications, the low bidder for

two fiber based physical connections from main campus to the Harper Professional Center (HPC) and to the Northeast Center (NEC) and to establish a new contract for the existing physical connection to Illinois Century Network (ICN) in the amount of \$28,485 for fiscal year 2006/07, \$56,364 for fiscal years 2007/08 and 2008/09, and \$32,879 for fiscal 2009/10 for the period of February 1, through January 31, for a total award of \$174,092.

It is also recommended that the Vice President of Information Technology be authorized to sign the contract agreement with Comcast Business Communications.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00485 for varying quantities of media equipment for use in podiums for Harper's standard media rich/smart classrooms, including Chief projector mounts, Extron media internal communication hardware, Wolfvision document cameras, JBL speakers, Crestron media internal communication hardware, Da-Lite screen products, Hitachi projectors and an Altinex CableNook Jr connection box as requested by Information Technology/Client Services for the Media Services department.

II. BUDGET STATUS

Funds in the amount of \$195,753 will be provided in the 2006/07 Restricted Purposes Fund budgets, under account number 6606-8080-245-5806002.

III. INFORMATION

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

Media Resources, Inc.	\$ 18,575	no bid 16 items
Midwest Computer Product, Inc.	57,785	no bid 10 items
CCS Presentation Systems, Inc.	93,602	no bid 5 items
Troxell Communication	111,397	no bid 2 items
United Visual, Inc.	183,058	no bid 1 item
Fox River Graphics, Inc.	212,126	
Roscor Corporation	214,133	

A project in the Harper College Technology Plan is to establish a plan to retrofit instructional spaces with media rich technology to

enhance the delivery of instruction. The plan calls for a minimum of ten spaces a year until all instructional spaces are complete. This request is to acquire the technology components to complete the spaces designated for fiscal year 2006/07. The items included in this bid are consistent with the standards established for podiums and smart room retrofit.

Over the years Harper's Media services staff have become skilled in engineering and construction of the podiums, specific to Harper's standards. In addition, Harper's Maintenance staff have contributed by providing the necessary power and cabling infrastructure for this project. As a result of this involvement, these efforts have reduced the overall cost of retrofitting instructional spaces and have allowed the College to complete two additional spaces each year, reducing the number of years to complete this technology plan initiative.

In order to obtain the lowest cost for the College the bid will be awarded on a per item basis to: Fox River Graphics, Inc., the low bidder for Chief projector mounts, Extron media internal communication hardware, Wolfvision document cameras and JBL speakers in the amount of \$102,326; Troxell Communication, the low bidder for Crestron media internal communication hardware, Da-Lite screen products, Hitachi projectors and an Altinex CableNook Jr connection box in the amount of \$93,427 for a total award of \$195,753.

IV. RECOMMENDATION

The administration recommends that the Board split the award of bid request Q00485 to Fox River Graphics, Inc., the low bidder for Chief projector mounts, Extron media internal communication hardware, Wolfvision document cameras and JBL speakers in the amount of \$102,326; Troxell Communication, the low bidder for Crestron media internal communication hardware, Da-Lite screen products, Hitachi projectors and an Altinex CableNook Jr connection box in the amount of \$93,427 for a total award of \$195,753.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00489 for chemistry laboratory HVAC modifications as requested by Physical Plant for the Chemistry department.

II. BUDGET STATUS

Funds in the amount of \$72,100 are provided in the 2006/07 Operations and Maintenance Fund budget, under account number 0002-7080-071-5304001.

III. INFORMATION

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

Experia Construction Corp.	\$ 64,100
Happ Builders, Inc.	75,300
RAM Mechanical Services, Inc.	87,133
IHC Construction Companies, L.L.C.	96,255
Bergen Construction Corp.	96,500
J. P. Bruno Corp.	131,684

Harper College chemistry faculty has requested modification of the exhaust system in one of the chemistry labs. Classes taught in this classroom require students to independently perform course experiments at the bench top rather than in the fume hoods. The current exhaust system does not exhaust odors quickly enough to allow for this type of experimentation.

By modifying the laboratory supply and exhaust system, chemistry staff and students will be able to perform experiments, which

produce significant quantities of smoke, at the bench tops, in lieu of in the fume hoods.

In order to not disrupt class and laboratory schedules, this project will be completed over the winter break.

This request also includes a contingency of not to exceed \$8,000 for work unforeseen when the specifications were developed.

IV. RECOMMENDATION

The administration recommends that the Board award bid request Q00489 for chemistry laboratory HVAC modifications to Expedia Construction Corp., the low bidder, in the amount of \$64,100 plus a contingency of not to exceed \$8,000 for a total award of \$72,100.

WILLIAM RAINEY HARPER COLLEGE

BOARD MEETING

October 24, 2006

SUMMARY OF PURCHASE ORDERS

Exhibit IX – A.4.a The administration recommends that the Board approve the issuance of a purchase order to Laerdal Medical Corporation for one adult Virtual IV arm and one infant Virtual IV arm for use in multiple health programs in Avanté, in the amount of \$16,245 each for a total award of \$32,490.

Exhibit IX – A.4.b The administration recommends that the Board approve issuance of a purchase order to PeopleAdmin, Inc. for the renewal of the two-year license fee and support for an Internet based recruiting system for the period of December 5, 2006 through December 5, 2008, in the amount of \$23,000 each year for a total of \$46,000.

It is also recommended that the Vice President of Information Technology be authorized to sign the contract agreement with PeopleAdmin, Inc.

Exhibit IX – A.4.c The administration recommends that the Board approve issuance of a purchase order to Computer Associates, Inc. to provide software migration and to upgrade services for the Unicenter software in the amount of \$14,965.

It is also recommended that the Vice President of Information Technology be authorized to sign the contract agreement with Computer Associates, Inc.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for approval for the issuance of a purchase order to Laerdal Medical Corporation for one adult Virtual IV arm and one infant Virtual IV arm for use in multiple health programs in Avanté as requested by the Health Careers and Public Safety Division.

II. BUDGET STATUS

Funds in the amount of \$32,490 are provided in the 2006/07 Restricted Purposes Fund budget, under account numbers 6179-1090-925-5806001.

III. INFORMATION

This request is for one adult Virtual IV arm and one infant Virtual IV arm which are self-directed learning systems for training intravenous catherization. The Virtual IV arm is tailored to healthcare environments and simulates the patient response with bleeding, swelling and other patho-physiologic reactions.

The use of the Virtual IV arms will provide students visual realism associated with intravenous catherization. It offers the ability to provide simulation education to challenge and test students' clinical and decision-making skills during realistic patient care scenarios.

The Virtual IV arms will be used by many of the health programs offered at the College such as Nursing, Diagnostic Sonography, Cardiac Technology, Emergency Medical Technician and Radiologic Technologist.

The Virtual IV arms by Laerdal Medical Corporation were chosen by faculty as the preferred instruments because they are extremely realistic, have the flexibility to meet the multi-disciplinary

educational needs of the College and are the only product that records and evaluates the students IV skills. The Virtual IV arms will complement the existing SimMan, High-Fidelity Human Response Simulator (HFS), which was approved by Board action August 30, 2005. Using both systems will provide students a comprehensive simulation learning environment.

Each Virtual IV arm includes two computers, one for the student and one for the instructor, software and a two year extended warranty.

Laerdal Medical Corporation is the sole manufacturer and distributor of the infant Virtual IV arm and the adult Virtual IV arm. A letter from Laerdal Medical Corporation stating this is on file in the Purchasing department.

This purchase complies with State Statute and Board Policy.

IV. RECOMMENDATION

The administration recommends that the Board approve the issuance of a purchase order to Laerdal Medical Corporation for one adult Virtual IV arm and one infant Virtual IV arm for use in multiple health programs in Avanté, in the amount of \$16,245 each for a total award of \$32,490.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for approval of the issuance of a purchase order to PeopleAdmin, Inc. for the renewal of a two-year license fee and support for the Internet based recruiting system as requested by Information Technology for the Human Resources department.

II. BUDGET STATUS

Funds in the amount of \$23,000 are provided in the 2006/07 and will be provided in the 2007/08 Educational Fund budget, under account number 0001-8010-053-5309001.

III. INFORMATION

The acquisition of the PeopleAdmin recruiting system was approved by Board action August 22, 2002. The system is used by the Human Resources department as part of an ongoing effort to minimize the costs associated with recruiting (i.e. advertising, mailing, travel, increased demands on staff time, etc.) over the past several years.

The PeopleAdmin product benefits the College by streamlining the recruiting process and reducing the volume of data entry, mailing costs, and turn-around time by the Human Resources department, response time to candidates and paper flow. This product is customizable and has been specifically designed to "look" like the Harper Web site. In addition, the product has been customized to send Harper-designed response letters, screen applicants, scan hard-copy applications, and store applications for future purposes.

The cost of the two-year license fee and support is to be \$24,000 per year for a total of \$48,000 for a two-year period of December 5, 2006 through December 5, 2008.

Since the College was one of the initial implementers of the PeopleAdmin system, they have extended an additional cost savings for the proposed two-year period of \$2,000 thus reducing the two-year license, maintenance and support to \$46,000 from \$48,000.

The \$46,000 cost is an increase of \$1,500, or 3.4 percent, more than the current 2-year contract amount of \$44,500.

PeopleAdmin is the sole vendor providing licensing and support for the PeopleAdmin Web-based hosting system. A letter verifying this is on file in the Purchasing department.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

IV. RECOMMENDATION

The administration recommends that the Board approve issuance of a purchase order to PeopleAdmin, Inc. for the renewal of the two-year license fee and support for an Internet based recruiting system for the period of December 5, 2006 through December 5, 2008, in the amount of \$23,000 each year for a total of \$46,000.

It is also recommended that the Vice President of Information Technology be authorized to sign the contract agreement with PeopleAdmin, Inc.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for approval for the issuance of a purchase order to Computer Associates, Inc. (CA) to provide software migration and to upgrade services for Unicenter software as requested by Information Technology/Technical Services.

II. BUDGET STATUS

Funds in the amount of \$14,965 are provided in the 2006/07 Operations and Maintenance Fund budget, under account number 0002-8080-256-5304002.

III. INFORMATION

Currently, the College utilizes CA's Unicenter software product for the automated process of scheduling production jobs. The automation process reduces the required human intervention and eliminates the errors that might occur. The Unicenter software currently resides and operates on a processor that is 10-years old and requires nightly recycling, thus rendering the job scheduler inaccessible for lengthy periods of time during the heaviest nightly production period.

This request is to upgrade the Unicenter software product from V2.4 to V3.1. V3.1 contains many enhancements for job scheduling in an Oracle environment. The request is also to simultaneously migrate from a HP UNIX server environment to a Red Hat Linux server. The migration to a Linux server reduces the overall maintenance cost as compared to the UNIX operating environment.

Computer Associates, Inc. is the sole provider for the migration and upgrades of the Unicenter software product. A letter verifying this is on file in the Purchasing department.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

IV. RECOMMENDATION

The administration recommends that the Board approve issuance of a purchase order to Computer Associates, Inc. to provide software migration and to upgrade services for the Unicenter software in the amount of \$14,965.

It is also recommended that the Vice President of Information Technology be authorized to sign the contract agreement with Computer Associates, Inc.

WILLIAM RAINEY HARPER COLLEGE

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 Administrator Appointments.
- B. Ratification of Faculty Appointment.
- C. Ratification of Professional/Technical Appointments.
- D. Ratification of Classified Staff Appointments.
- E. Ratification of Harper #512 IEA-NEA Appointments.
- F. Ratification of Limited Term Employment Appointment.
- G. Ratification of Professional/Technical Retirement.
- H. Ratification of Classified Staff Retirement.
- I. Ratification of Classified Staff Resignation.
- J. Ratification of Harper #512 IEA-NEA Resignations.

IV. RECOMMENDATION

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

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

First Reading of modification of Purchasing Policy 07.03.01

II. REASON FOR CONSIDERATION

New Board Policy must go through two readings.

Certain board members expressed concern over a lack of policy related to contracts that are ultimately funded by third parties and not the College and requested that the attorney draft such a policy for consideration.

III. BACKGROUND INFORMATION

There are three kinds of activities in which the College engages that are funded from monies from third parties. These activities include sponsoring conferences, where conference fees pay the expenses; travel, where travel participants pay the costs, and cultural activities such as concerts and speakers where ticket sales pay for costs. In each case, the College provides a fiduciary service of collecting money, arranging for the event, signing a contract and paying the bill using the appropriate third party dollars.

The College uses its current business processes to ensure diligence. Since the payments are made from money collected from third parties, legal counsel has advised that these contracts do not need to go to the Board for execution. Some Board members are uncomfortable that there is not a Board policy to cover these situations. The attached policy has been drafted by legal counsel in an attempt to address this concern.

IV. RECOMMENDATION

The new policy is submitted for consideration and to move to a second reading.

WILLIAM RAINEY HARPER COLLEGE
POLICY STATEMENT

Title: Purchasing Policy No. 07.03.01

Approved:

Revised:

All College Purchases shall be congruent with Illinois Compiled Statutes, Chapter 110, (ILCS) 805/3-27.1.

Purchases of up to \$10,000 shall have the support of three verbal or written quotations when deemed appropriate by the Director of Purchasing. The President or their designee is authorized to sign all contracts under \$10,000 **and contracts, over \$10,000, for group travel paid by the travelers and entertainment contracts.**

Exceptions are made for purchases such as new or used equipment, supplies or materials of less than \$10,000 made at a public auction.

Except as otherwise provided by Illinois Compiled Statutes, Chapter 110, (ILCS) 805/3-27.1, purchases in excess of \$10,000 shall have the support of a minimum of three formal sealed bids whenever possible and be awarded to the lowest responsive, responsible bidder following due advertisement in a newspaper published in the district, or in a newspaper of general circulation in the area of the district, at least ten business days before the bid date. Exceptions shall be in accordance with the requirements in Illinois Compiled Statutes, Chapter 110, (ILCS) 805/3-27.1.

Items exempted by state statute from competitive sealed bidding may be procured by competitive sealed proposals in accordance with Administrative Procedures.

The Board delegates to the President, or their designee, authorization to purchase from the state/governmental contracts or cooperatives/consortia that meet the requirements of Illinois state law. The President shall inform the Board of purchases made through the state/governmental contracts or cooperatives/consortia through monthly reporting.

If any substantial changes are made to implementing procedures related to this policy, the Board will be notified.

WILLIAM RAINEY HARPER COLLEGE
POLICY STATEMENT

Title: Cooperating College Contracts

No. 07.03.02

Approved:

Revised:

The Board recognizes that at times College accounts will be used as a depository and conduit for a variety of consortium-like activities (Activities) such as conference sponsorship which are ultimately funded by third parties. The Board authorizes the College President or designee to sign contracts related to these Activities provided that the College shall not bear liability under these contracts unless a specific contract is expressly approved by the Board of Trustees. Instead of looking to the College for liability under these contracts, such parties to these contracts must look to the third-parties who are ultimately providing the funds and services for these contracts.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

First Reading of New Policy on Electronic Attendance at Meetings
– Policy 01.37.02

II. REASON FOR CONSIDERATION

New Board Policy must go through two readings.

The State Open Meeting Act was amended during the last legislative session and this requires the Board to amend their policy on meetings.

III. BACKGROUND INFORMATION

The *Open Meetings Act* definition of the word “meeting” was amended to include gatherings “by video or audio conference, telephone call, electronic mail, electronic chat, instant messaging or other means of contemporaneous interactive communication” [P.A. 94-1058, effective January 1, 2007]. The statutory changes expressly authorize such meetings, but also limit the circumstances under which they may be held. A quorum must be “physically present” for such a meeting, and a member of the public body may be permitted to attend by “electronic” means only if his or her corporeal attendance is prevented by illness, employment issues, or family or other emergency. A board member who wishes to attend by alternative means must notify the secretary or clerk before the meeting “unless advance notice is impractical.” Also, the meeting minutes must record whether members attended in person or by video or audio conference.

IV. RECOMMENDATION

This is the template policy developed by our attorneys.
The new policy is submitted for consideration and to move to a second reading.

WILLIAM RAINEY HARPER COLLEGE
POLICY STATEMENT

Title: Electronic Attendance at Meetings

No. 01.37.02

Approved:

Revised:

ELECTRONIC ATTENDANCE AT MEETINGS

- A. A quorum of members must be physically present at the location of an open or closed meeting of the Board of Education.
- B. Minutes of all meetings shall specify if a member was physically present or present by means of a video or audio conference. Lack of such a specification shall be deemed to indicate that the member in question was physically present.
- C. Members who are not physically present may participate in open or closed meetings by means of a video or audio conference as provided in this policy. Such electronic participation may only occur if the member is prevented from physically attending by (1) personal illness or disability, (2) employment purposes, (3) business of the public body, (4) a family emergency, or (5) another emergency.
- D. If a member wishes to attend a meeting electronically, the member must notify the Board Secretary at least 48 hours before the meeting, unless advance notice is impractical. The Secretary to the President of the College is hereby designated as the agent of the Board Secretary for purposes of receiving such notice. The notice may be given in person or in writing, or by phone, facsimile transmission, or e-mail, and shall include an explanation of why the member cannot attend, with reference to one of the five categories specified in paragraph C above. Copies of the request shall be provided to all board members promptly, but in no event later than the meeting in question.
- E. Upon receiving notice of a member's intent to participate electronically, the President's Secretary or his/her designee shall make appropriate arrangements for the Board member to participate electronically, by obtaining contact information and arranging a speaker phone or other suitable device for the meeting room. The equipment shall be such as to

enable persons attending the meeting (including those in the audience) to hear the member speak, and shall also allow the member who is attending electronically to hear other Board members and any person who addresses the Board.

- F. The Board allows electronic attendance for qualifying reasons listed in the Open Meetings Act, as a matter of standing policy. The audio or video equipment shall be activated at the beginning of the meeting, or at the time requested by the member, so that the member can participate. If there is no quorum physically present at the meeting, the Board shall designate a person to contact the member and notify him/her of that fact.
- G. If the member who is attending electronically would normally chair the meeting, a president *pro tempore* who is physically present may be appointed.
- H. When a member attends a meeting electronically, all votes shall be by roll call vote. A member who is attending electronically must identify him/her self by name and be recognized by the President before speaking.
- I. A member who is attending electronically shall be entitled to attend the meeting in question and any closed sessions called during that meeting.
- J. This policy shall apply to any subsidiary committee, subcommittee or other agency of the Board which is a “public body” under the Illinois Open Meetings Act, and shall constitute the Board’s “rules” regarding electronic attendance as permitted by 5 ILCS 120/7(c).

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

First Reading of modification of Investment of College Funds Policy 07.01.15 - *Performance*.

II. REASON FOR CONSIDERATION

New Board Policy must go through two readings.

III. BACKGROUND INFORMATION

The management letter from last year noted that the College Investment policy did not direct the staff to consider interest rate risk and concentration of credit risk when making investment decisions. The investment policy that is currently part of the Board policy manual was adopted, in whole, from a recent state law that was passed. It was the desire of the College to make the state law the College policy so that the law and the policy were congruent and staff was provided clear direction as they invest under the policy. Adding a sentence to the policy to direct staff to consider these two items while investing, acknowledges their importance without compromising the state law.

IV. RECOMMENDATION

The new policy is submitted for consideration and to move to a second reading.

WILLIAM RAINEY HARPER COLLEGE
POLICY STATEMENT

Title: Investment Policy

No. 07.01.15

Approved:

Revised:

Performance

The Treasurer will seek to earn a rate of return appropriate for the type of investments being managed in accordance with the objectives established in this document. **In addition to the types of investments allowed by policy (credit risk), consideration will be given to other inherent risks such as concentration by issuer (concentration of credit risk) and timing of maturities (interest rate risk).** In general, the Treasurer will strive to earn an average rate of return equal to or greater than the Illinois Funds rate.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Review of Closed Session Minutes

II. REASON FOR CONSIDERATION

Public Act 85-1355 requires each Board to review at least every six months the minutes of closed sessions to determine whether the minutes, in whole or in part, may be made part of the public record. The Act became effective January 1, 1989.

III. BACKGROUND INFORMATION

In compliance with Public Act 85-1355, the Board of Trustees has scheduled the review of closed session minutes in April and October of each year. On Tuesday, October 24, 2006, a review may take place in closed session to be followed by action on disclosure during regular session.

IV. RECOMMENDATION

It is recommended that the Board take the following action:

BE IT RESOLVED that the closed session minutes of July 31, 2006 and September 26, 2006 remain confidential.

Chair

Secretary

WILLIAM RAINEY HARPER COLLEGE
Schedule of Investments
As of September 30, 2006

Exhibit IX-B.1
October 24, 2006

Depository or Instrument	Date Purchased	Date of Maturity	Term (Days)	Rate (%)	Earnings to Maturity	Principal Invested @ 09/30/06	Market Value
<u>Certificates of Deposits</u>							
PMA/Missouri State B&TC	09/07/05	10/12/06	400	3.960	65,370.64	1,500,000	
PMA/Guaranty Bank-MO	09/07/05	10/26/06	414	3.960	67,696.04	1,500,000	
PMA/Associated Bank	10/18/05	10/26/06	373	4.430	68,198.55	1,500,000	
PMA/Southern New Hampshire	11/04/04	11/09/06	735	2.910	89,448.59	1,500,000	
PMA/Corus Bank	11/04/04	11/09/06	735	2.910	88,566.77	1,500,000	
PMA/Stratford State	10/28/05	11/21/06	389	4.520	72,478.50	1,500,000	
PMA/Associated Bank	10/18/05	11/30/06	408	4.430	124,377.41	2,500,000	
Northern Trust	10/21/05	11/30/06	405	4.430	196,619.23	4,000,000	
PMA/Associated Bank	10/27/05	11/30/06	399	4.500	49,432.68	1,000,000	
PMA/Natl Bank of Commerce	11/10/04	11/30/06	750	3.070	95,592.63	1,500,000	
Northern Trust	11/21/05	12/07/06	381	4.650	74,458.58	1,500,000	
PMA/American Enterprise Bank	11/21/05	01/04/07	409	4.670	78,761.86	1,500,000	
Northern Trust	12/07/05	01/18/07	407	4.720	80,900.56	1,500,000	
Northern Trust	12/07/05	02/01/07	421	4.720	83,758.57	1,500,000	
Harris Bank	01/12/06	02/15/07	400	4.760	96,381.60	1,800,000	
Harris Bank	01/12/06	03/01/07	414	4.760	99,846.86	1,800,000	
Harris Bank	01/12/06	03/15/07	428	4.760	103,318.45	1,800,000	
Harris Bank	01/12/06	03/29/07	442	4.760	106,796.39	1,800,000	
PMA/Associated Bank	03/06/06	04/12/07	402	5.000	110,677.35	2,000,000	
LaSalle Bank	03/06/06	04/26/07	416	4.970	114,862.22	2,000,000	
PMA/Flagstar Bank	03/06/06	05/10/07	430	5.050	119,346.17	2,000,000	
PMA/Flagstar Bank	03/06/06	05/24/07	444	5.050	123,243.26	2,000,000	
LaSalle Bank	09/08/06	05/30/07	264	5.250	61,306.67	1,600,000	
Northern Trust	03/16/06	06/07/07	449	5.100	129,213.67	2,000,000	
PMA/Flagstar Bank	03/06/06	06/07/07	458	5.050	127,141.02	2,000,000	
Northern Trust	03/16/06	06/21/07	463	5.100	133,373.13	2,000,000	
PMA/Flagstar Bank	03/06/06	06/21/07	472	5.050	131,039.46	2,000,000	
PMA/Associated Bank	03/22/06	07/05/07	470	5.060	130,973.98	2,000,000	
PMA/Heritage Bank of Central II	03/22/06	07/19/07	484	5.060	54,131.48	800,000	

PMA/Benchmark Bank	08/01/06	07/19/04	352	5.410	78,522.90	1,500,000	
PMA/Heritage Bank of Central II	03/30/06	08/02/07	490	5.110	152,296.49	2,200,000	
Harris Bank	08/01/06	08/16/04	380	5.400	144,562.78	2,500,000	
PMA/Cole Taylor Bank	08/21/06	08/30/07	374	5.360	110,152.70	2,000,000	
PMA/Stratford State	08/21/06	09/13/07	389	5.360	114,459.34	2,000,000	
Northern Trust	08/30/06	09/27/04	393	5.250	123,304.89	2,125,000	
PMA/Key Bank	08/30/06	10/11/07	407	5.330	126,295.45	2,125,000	
Northern Trust	08/30/06	10/25/07	421	5.250	132,366.61	2,125,000	
PMA/Key Bank	08/30/06	11/08/07	435	5.330	134,984.08	2,125,000	
Harris Bank	09/21/06	11/21/07	426	5.280	139,827.04	2,200,000	
Harris Bank	09/21/06	11/29/07	434	5.280	116,620.53	1,800,000	
PMA/Banco Popular	09/21/06	11/29/07	434	5.320	190,722.00	3,000,000	
LaSalle Bank	09/08/06	11/29/07	447	5.250	143,412.50	2,200,000	
Harris Bank	09/08/09	12/13/04	461	5.280	151,702.80	2,200,000	
	Weighted Average: 5.121					<u>81,700,000</u>	<u>0</u>
<u>Agencies</u>							
FNMA Notes	12/22/04	12/22/06	730	3.500	105,000.00	1,500,000	1,482,660
	Weighted Average: 3.5					<u>1,500,000</u>	<u>1,482,660</u>
Illinois Funds		Monthly Average		5.139		<u>5,786,102</u>	<u>5,786,102</u>
TOTALS AS OF:	09/30/06					<u>88,986,102</u>	<u>88,968,762</u>

WILLIAM RAINEY HARPER COLLEGE
Preliminary Schedule of Investments
As of September 30, 2006

Consent Agenda
Exhibit IX-B.1
October 24, 2006

	<u>Outstanding Investments</u>	<u>FY07 Budget</u>	<u>Planned To Date</u>	<u>Earned To Date</u>
EDUCATION FUND	\$ 34,558,227	1,000,000	166,667	212,525
OPERATIONS, & MAINT. FUND	9,837,294	350,000	58,333	79,288
OPERATIONS, & MAINT. FUND (Restricted)	4,954,658	150,000	25,000	45,773
BOND & INTEREST	7,275,084	150,000	25,000	54,923
AUXILIARY ENTERPRISES	1,493,016	75,000	12,500	14,546
RESTRICTED FUNDS	4,409,502	120,000	20,000	35,764
WORKING CASH FUND	13,420,438	450,000	75,000	102,676
AUDIT FUND	291,623	10,000	1,667	2,326
LIABILITY, PROTECTION & SETTLEMENT	<u>143,864</u>	<u>7,000</u>	<u>1,167</u>	<u>1,648</u>
Total	\$ <u><u>76,383,706</u></u>	<u><u>2,312,000</u></u>	<u><u>385,334</u></u>	<u><u>549,469</u></u>

WILLIAM RAINEY HARPER COLLEGE
FY2006/2007 BUDGET AND EXPENDITURES
September 30, 2006

October 24, 2006
 Exhibit IX-B.1

EDUCATION FUND						
DIVISION	BUDGET	BUDGET YTD	EXPENDITURES YEAR TO DATE	FUTURE COMMITMENTS	% PAID OR COMMITTED	UNCOMMITTED BALANCE
Institutional						
Institutional	15,440,813.00	2,927,578.14	1,665,229.00	238,095.00	12.33%	13,537,489.00
Sub-Total	\$15,440,813.00	\$2,927,578.14	\$1,665,229.00	\$238,095.00	12.33%	\$13,537,489.00
President						
Development Office	646,365.00	122,550.80	167,135.00	299,179.00	72.14%	180,051.00
Pres/Brd of Trustees	415,389.00	78,757.75	121,286.00	220,823.00	82.36%	73,280.00
Strategic Alliance	744,554.00	141,167.44	166,117.00	405,012.00	76.71%	173,425.00
Media Comm & Gov Rel	200,783.00	38,068.46	47,761.00	124,302.00	85.70%	28,720.00
Sub-Total	\$2,007,091.00	\$380,544.45	\$502,299.00	\$1,049,316.00	77.31%	\$455,476.00
Student Affairs						
Student Activities	476,682.00	90,378.91	85,070.00	197,071.00	59.19%	194,541.00
Student Development	2,988,017.00	566,528.02	703,337.00	1,446,443.00	71.95%	838,237.00
Wellns & Human Perf	1,893,970.00	359,096.71	370,672.00	775,324.00	60.51%	747,974.00
VP Student Affairs	408,221.00	77,398.70	93,707.00	231,767.00	79.73%	82,747.00
Access & Disability	753,084.00	142,784.73	159,907.00	163,603.00	42.96%	429,574.00
Sub-Total	\$6,519,974.00	\$1,236,187.07	\$1,412,693.00	\$2,814,208.00	64.83%	\$2,293,073.00
VP Academic Affairs						
Acad Enrich/Lang Std	3,936,059.00	746,276.79	772,965.00	1,750,809.00	64.12%	1,412,285.00
VP Academic Affairs	1,259,071.00	238,719.86	66,644.00	148,771.00	17.11%	1,043,656.00
Assoc VP Transfer Prog	347,021.00	65,795.18	82,056.00	152,144.00	67.49%	112,821.00
Bus & Soc Sciences	6,202,510.00	1,175,995.90	1,189,323.00	2,290,488.00	56.10%	2,722,699.00
Continuing Education	548,918.00	104,074.85	122,768.00	331,008.00	82.67%	95,142.00
Liberal Arts	6,900,965.00	1,308,422.96	1,321,635.00	2,875,119.00	60.81%	2,704,211.00
Hlth Car & Public Safety	3,911,818.00	741,680.69	649,471.00	1,718,382.00	60.53%	1,543,965.00
Resources for Learning	3,042,649.00	576,886.25	649,360.00	1,185,601.00	60.31%	1,207,688.00

**WILLIAM RAINEY HARPER COLLEGE
FY2006/2007 BUDGET AND EXPENDITURES
September 30, 2006**

October 24, 2006
Exhibit IX-B.1

EDUCATION FUND						
DIVISION	BUDGET	BUDGET YTD	EXPENDITURES YEAR TO DATE	FUTURE COMMITMENTS	% PAID OR COMMITTED	UNCOMMITTED BALANCE
Tech, Math & Science	6,954,286.00	1,318,532.63	1,419,520.00	2,876,162.00	61.77%	2,658,604.00
Assoc. VP Career Prog	262,245.00	49,721.65	59,173.00	126,741.00	70.89%	76,331.00
Sub-Total	\$33,365,542.00	\$6,326,106.76	\$6,332,915.00	\$13,455,225.00	59.31%	\$13,577,402.00

WILLIAM RAINEY HARPER COLLEGE
FY2006/2007 BUDGET AND EXPENDITURES
September 30, 2006

October 24, 2006
 Exhibit IX-B.1

EDUCATION FUND						
DIVISION	BUDGET	BUDGET YTD	EXPENDITURES YEAR TO DATE	FUTURE COMMITMENTS	% PAID OR COMMITTED	UNCOMMITTED BALANCE
VP Admin Services						
Admin Services	1,589,271.00	301,325.78	428,283.00	885,142.00	82.64%	275,846.00
Sub-Total	\$1,589,271.00	\$301,325.78	\$428,283.00	\$885,142.00	82.64%	\$275,846.00
VP Diversity/Org Dev						
Assoc VP Diversity/Org	1,579,050.00	299,387.88	347,926.00	620,033.00	61.30%	611,091.00
Sub-Total	\$1,579,050.00	\$299,387.88	\$347,926.00	\$620,033.00	61.30%	\$611,091.00
VP Info Technology						
Info Technology	6,926,220.00	1,313,211.31	1,699,233.00	3,113,135.00	69.48%	2,113,852.00
Sub-Total	\$6,926,220.00	\$1,313,211.31	\$1,699,233.00	\$3,113,135.00	69.48%	\$2,113,852.00
VP Mktg & Enrollment						
VP Enroll & Marketing	1,501,089.00	284,606.47	472,770.00	735,240.00	80.48%	293,079.00
Enrollment Svcs	1,490,182.00	282,538.51	369,087.00	890,227.00	84.51%	230,868.00
Pub & Comm Services	1,565,642.00	296,845.72	425,986.00	1,038,342.00	93.53%	101,314.00
Sub-Total	\$4,556,913.00	\$863,990.70	\$1,267,843.00	\$2,663,809.00	86.28%	\$625,261.00
Grand Total:	\$71,984,874.00	\$13,648,332.11	\$13,656,421.00	\$24,838,963.00	53.48%	\$33,489,490.00

Note: Future salary costs for all full-time and regular faculty and staff are encumbered as future commitments. Future commitments include salaries for adjunct faculty and overload only when these expenses enter the payroll system (which occurs during Fall, Spring and Summer semesters). Salaries are not encumbered in future commitments for temporary employees (part-time and full-time) and student aids.

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.

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 Educational Foundation
September Fundraising Report FY07**

Appeal Description	Gift Count	Cash	Pledges/Stocks	In-Kind Gifts	Other	Total
Pacesetters Campaign FY07	13	\$8,750.00	\$4,000.00	\$0.00	\$0.00	\$12,750.00
Resource for Excellence Campaign FY05	2	\$260.00	\$0.00	\$0.00	\$0.00	\$260.00
Scholarship Stewardship	2	\$2,600.00	\$0.00	\$0.00	\$0.00	\$2,600.00
Unsolicited	7	\$0.00	\$0.00	\$3,600.00	\$0.00	\$3,600.00
Grand Totals		\$11,610.00	\$4,000.00	\$3,600.00	\$0.00	\$19,210.00

25 Gift(s) listed
20 Donor(s) listed

Harper College Educational Foundation Year to Date Fundraising Report (as of 09/30/06)

10/5/2006

Page 1

Appeal Description	Gift Count	Cash	Pledges/Stocks	In-Kind Gifts	Other	Total
Football Program Golf Open	4	\$500.00	\$0.00	\$500.00	\$0.00	\$1,000.00
FY06 Year End Direct Mail	1	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
Golf Open 2006	1	\$125.00	\$0.00	\$0.00	\$0.00	\$125.00
Harper Symphony Orchestra	1	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
Lifelong Learning Direct Mail	1	\$15.00	\$0.00	\$0.00	\$0.00	\$15.00
Margaret Scott	31	\$1,971.00	\$0.00	\$0.00	\$0.00	\$1,971.00
Proposal	1	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00
Pacesetter Campaign FY06	1	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
Pacesetters Campaign FY07	15	\$9,750.00	\$5,213.00	\$0.00	\$0.00	\$14,963.00
Resource for Excellence Campaign FY06	9	\$365.00	\$700.00	\$0.00	\$0.00	\$1,065.00
Scholarship Stewardship	3	\$4,100.00	\$0.00	\$0.00	\$0.00	\$4,100.00
Special Initiatives	2	\$225.00	\$0.00	\$0.00	\$0.00	\$225.00
Tribute	25	\$805.00	\$0.00	\$0.00	\$0.00	\$805.00
Unsolicited	10	\$100.00	\$0.00	\$4,300.00	\$0.00	\$4,400.00
Grand Totals:		\$29,056.00	\$5,913.00	\$4,800.00	\$0.00	\$39,769.00

106 Gift(s) listed
90 Donor(s) listed

**HARPER COLLEGE
FY07
GRANTS REPORT
JULY 1, 2006 - JUNE 30, 2007**

Granting Agency	Title	Department	Grant Manager	Agency	Amount	Start Date	End Date	Description
COMPETITIVE GRANTS								
ASRT Education and Research Foundation	ASTRO Radiation Therapy New Program Development Grants Program	Health Careers & Public Safety	Vickie Gukenberger, Daniel Corr	Foundation	\$12,500	8/11/06	8/10/07	Support curriculum development for Radiation Therapy program.
Rochester Institute of Technology	Project Access	Access & Disability Services	Tom Thompson	RIT	\$3,000	7/1/06	12/31/06	Promote access to deaf and hard of hearing students to post secondary education. Present available resources to other community colleges.
Secretary of State Literacy Office	Advancing Through Literacy: Workforce ESL for Hospital Employees 2007	Harper College for Businesses	Maria Coons	State	\$15,000	7/1/06	6/30/07	Partner with Northwest Community Healthcare to provide 2 ESL classes for 30 NCH employees.
IBHE Illinois Board of Higher Education	HECA Minority Student Transfer Center	Center for Multicultural Learning	Laura LaBauve-Maher	State	\$47,775	8/23/05	8/31/06	Supports Center activities in the area of student articulation and transfer, student support services, and counseling and mentoring.
IBHE Illinois Board of Higher Education	HECA Disability Matrix Sub grant	Access & Disability Services	Tom Thompson	State/ UIC	\$9,612	9/1/05	8/31/06 Extend 08/23/07	Develops disability data collection tools, working with UIC and other colleges.
IDOL Illinois Department of Labor	Displaced Homemakers Assistance Act	Women's Program	Kathleen Canfield	State	\$58,190	7/1/06	6/30/07	Career, educational, and personal support for Women's Program participants.

**HARPER COLLEGE
FY07
GRANTS REPORT
JULY 1, 2006 - JUNE 30, 2007**

Granting Agency	Title	Department	Grant Manager	Agency	Amount	Start Date	End Date	Description
DCEO Department of Community and Economic Opportunity	Homeland Security Grant Program	Business and Social Science	Jennifer Mathes	State	\$57,000	3/1/06	3/1/07	Develops a Homeland Security Computer Security Training Center at Harper which will introduce a series of degree and certificate programs.
Illinois Clean Energy Foundation	Lighting Upgrade Program	Physical Plant	Jim Ma	Private	\$83,322	4/20/06	4/19/07	Provides energy efficient upgrades to indoor lighting systems at Harper.
NSF National Science Foundation	Collaborative Research: 2YC-REU	Technology, Math & Sciences	Sally Griffith	Federal	\$78,168	9/15/05	8/31/07	Provides a two-year college research experience for undergraduates in Chemistry.
NSF National Science Foundation	Scholarships for Success	Technology, Math & Sciences & Marketing Svcs	Sally Griffith Dan Loprieno	Federal	\$60,000	1/15/02	12/31/06	Provides scholarship assistance to support Math, Science, Engineering & Computer Science students.
WBMC Workforce Board of Metropolitan Chicago	Critical Skills Shortages Initiative - Addressing Manufacturing Shortages	Career Programs	Daniel Corr	State	<u>\$100,000</u>	10/1/05	12/31/06	Provides training to underemployed or unemployed workers in manufacturing occupations in the northwest suburbs.
COMPETITIVE GRANTS	TOTAL				\$524,567			

**HARPER COLLEGE
FY07
GRANTS REPORT
JULY 1, 2006 - JUNE 30, 2007**

Granting Agency	Title	Department	Grant Manager	Agency	Amount	Start Date	End Date	Description
AGENCY ALLOCATED GRANTS								
ICCB Illinois Community College Board	FY 2007 P-16 Initiative	Career Programs	Daniel Corr	Federal/ State	\$159,255	8/31/06	6/30/07	Supports early college enrollment of district high school students.
ICCB Illinois Community College Board	FY 2007 Community College Tech Prep Support Grant	Career Programs	Daniel Corr	Federal/ State	\$47,143	7/1/06	6/30/07	Support goals and objectives of the federal Tech Prep grant.
ICCB Illinois Community College Board	FY 2007 Career and Technical Education Strand III - Innovation Grant	Career Programs	Daniel Corr	Federal/ State	\$5,000	7/1/06	6/30/07	Provide resources to help enhance innovative CTE programs within the community college system.
ICCB Illinois Community College Board	FY 2007 Career and Technical Education Strand II - Performance Enhancement Grant	Career Programs	Daniel Corr	Federal/ State	\$5,000	7/1/06	6/30/07	Develop, implement and improve computerized automated degree and certificate auditing systems which recognize and promote student success.
ICCB Illinois Community College Board	FY 2007 Career and Technical Education Strand I - Continuous Quality Improvement Grant	Career Programs	Daniel Corr	Federal/ State	\$10,000	7/1/06	6/30/07	Develop, enhance or implement a process and/or system that provides regular and systematic program evaluation and improvement related to career and technical education administration, programs and services.
ICCB Illinois Community College Board	FY06 Adult Education & Family Literacy Grant	Academic Enrichment & Language Studies	Daniel Corr	Federal/ State	\$543,164	7/1/06	6/30/07	Supports Adult Education Development Education programs (Federal Basic, \$172,756; State Basic, \$166,915, EL/Civics, \$44,502; State Performance, \$140,152)

**HARPER COLLEGE
FY07
GRANTS REPORT
JULY 1, 2006 - JUNE 30, 2007**

Granting Agency	Title	Department	Grant Manager	Agency	Amount	Start Date	End Date	Description
ICCB Illinois Community College Board	Perkins III	Career Programs	Daniel Corr	State	\$352,216	7/1/06	6/30/07	Supports career and technical education.
ICCB Illinois Community College Board	Program Improvement	Career Programs	Daniel Corr	State	\$33,974	7/1/06	6/30/07	Supports career and technical education.
ICCB Illinois Community College Board	Business/Industry Workforce Preparation	Harper College for Businesses	Maria Coons	State	\$93,071	7/1/06	6/30/07	Assists with local economic development efforts within Business & Industry Centers.
ICCB Illinois Community College Board	Student Success	Academic Enrichment & Language Studies	Daniel Corr	State	\$148,300	7/1/06	6/30/07	Supports developmental, remedial, first time in college, and disability student programs.
IDHS Illinois Department of Human Services	Disabled Student Project	Access & Disability Services	Tom Thompson	State	\$134,754	7/1/06	6/30/07	Provides services to students with disabilities.
USDJ United States Dept of Justice	COPS Universal Hiring Program	Harper Police	Mike Alsup	Federal	\$49,216	8/1/02 Extend 7/1/05	7/31/05 Extend 1/31/07	Pays for 3 fulltime officers, through Universal hiring program.
AGENCY ALLOCATED GRANTS					\$1,581,093			

**HARPER COLLEGE
FY07
GRANTS REPORT
JULY 1, 2006 - JUNE 30, 2007**

Granting Agency	Title	Department	Grant Manager	Agency	Amount	Start Date	End Date	Description
SUBCONTRACTOR / PARTNER in GRANT								
NSF National Science Foundation	Exploring New Models for Undergraduate Research w/Two-year College	Chemistry	Sally Griffith	\$449,273/5 yrs	\$128,101	10/1/06	9/30/07	City Colleges of Chicago-Harold Washington College (lead institution)
SUBCONTRACTOR/PARTNER IN GRANT					\$128,101			
FY07 Total All Grants: as of October 3, 2006					\$2,233,761			

WILLIAM RAINEY HARPER COLLEGE

BOARD INFORMATION

I. SUBJECT

Consortium, Cooperative and the State of Illinois Contracts purchasing status report.

II. REASON FOR CONSIDERATION

The Board is provided with a monthly update of purchases from consortiums, cooperatives or the State of Illinois Contracts.

III. BACKGROUND INFORMATION

The attached report is a summary of current purchases from consortiums, cooperatives or the State of Illinois Contracts.

WILLIAM RAINEY HARPER COLLEGE
BOARD ACTION

I. SUBJECT

The annual financial audit for Fiscal Year 2005-06.

II. REASON FOR CONSIDERATION

The Board of Trustees approved the appointment of the firm of KPMG to conduct the annual financial audit for Fiscal Year 2005-06 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.

IV. RECOMMENDATION

The administration recommends that the Board of Trustees accept the annual financial audit for Fiscal Year 2005-06.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Resolution for 2006 Estimated Tax Levies

II. REASON FOR CONSIDERATION

In accordance with the Truth in Taxation Act, a resolution must be adopted showing the 2006 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 2006 be adopted.

**RESOLUTION REGARDING ESTIMATED AMOUNTS
NECESSARY TO BE LEVIED FOR THE YEAR 2006**

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 2006 upon the taxable property of the district are as follows:

Education Purposes	28,400,000
Operations and Maintenance Purposes	11,925,000
Liability Insurance, Workers' Compensation, Unemployment Insurance, Property Insurance	1,730,000
Medicare Contributions	879,000
Audit	126,050
Life Safety	1,000,000
TOTAL	44,060,050

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 2005 was **\$12,968,159**; and it is hereby determined that the estimated amount of taxes to be levied for bond and interest purposes for 2006 is **\$12,587,888**.

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 2006 is **44,060,050**.

Section 2: The aggregate amount of taxes estimated to be levied for the year for 2006 for debt service is **\$12,587,888**.

Section 3: Public notice shall be given in the *Daily Herald*, a newspaper 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 2006 will be held on **December 12, 2006** at **7:00 p.m.** in the Wojcik Conference Center, Room W-214 at Harper College, 1200 W. Algonquin Road, 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 2005 were **\$43,019,648**.

The proposed corporate and special purpose property taxes to be levied for 2005 are **\$44,060,050**. This represents a **2.4% increase** over the previous year.

- III. The property taxes extended for debt service and public building commission leases for 2005 were **\$13,616,567**.

The estimated property taxes to be levied for debt service and public building commission leases for 2006 are **\$12,587,888**. This represents a **7.6% decrease** over the previous year.

- IV. The total property taxes extended or abated for 2005 were **\$56,636,215**.

The estimated total property taxes to be levied for 2006 are **\$56,647,938**. This represents a **.02% 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 24th day of October, 2006.

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

By: _____
Laurie Stone, Chair

ATTEST:

Richard Gillette, Secretary

TRUTH IN TAXATION
CERTIFICATE OF COMPLIANCE

I, Laurie Stone hereby certify that I am the presiding officer of the Board of Trustees of William Rainey Harper Community College, and as such presiding officer I certify that the levy ordinance, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions of the Illinois Property Tax Code – Truth in Taxation Law, 35 ILCS 200/18-60 through 18-85(2002).

This certificate applies to the 2006 levy.

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

Date: _____

TAX LEVY SUMMARY

FILE WITH DISTRICT TAX LEVY

TAX DISTRICT NAME: William Rainey Harper College

TAX DISTRICT UNIT #: 512

FUND #	FUND NAME	LEVY AMOUNT
018	Social Security	879,000
018	Auditing	126,050
019	Liability Insurance	1,730,000
052	Education	28,400,000
053	Building	11,925,000
054	Building Bonds(Bonds & Int. School)	
056	Life Safety	1,000,000
400	Limited Bonds	
	Total Cap Funds	
	Total Non Cap Funds	
	Agency Grand Total	44,060,050
	% increase	2.418%

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Affiliation agreements between clinical agencies and Harper College are used for students in the Health Career Programs. The Affiliation Agreement between Harper College and *Exempla Lutheran General Medical Center, Wheat Ridge, CO* for the *Cardiac Technology* program is presented for Board review.

II. REASON FOR CONSIDERATION

An Affiliation Agreement is required between Harper College and affiliating agencies to provide for the clinical education of students in health career programs. In an effort to standardize and streamline the entire process related to developing affiliations with the many agencies in our service area the Harper Board approved a Master Affiliation Agreement in July 2003 to be used with all agencies. However, several affiliating agencies have initiated their own clinical affiliation agreement, *Exempla Lutheran General Medical Center, Wheat Ridge, CO*, whereby they require Board or appointed designee signature.

III. BACKGROUND INFORMATION

The facilities and educational opportunities available at *Exempla Lutheran General Medical Center, Wheat Ridge, CO* are consistent with the clinical objectives of the Harper College Health Career Programs.

IV. RECOMMENDATION

The administration recommends that the Affiliation Agreement between Harper College and *Exempla Lutheran General Medical Center, Wheat Ridge, CO*, be approved as submitted and authorize the Dean of Health Careers and Public Safety to sign all of the above.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Ratification of the four-year 2006/10 Collective Bargaining Agreement with the Faculty Senate, Local 1600.

II. REASON FOR CONSIDERATION

The current four-year agreement with Local 1600 expired August 14, 2006. 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 October 7, 2006. The vote taken by the Faculty Senate membership to ratify the Agreement was held on October 11, 2006.

The increased costs for the negotiated salary and benefits for this Agreement is \$1,044,626 for the first year, \$868,672 for the second year, \$1,004,402 for the third year and \$999,826 for the fourth year. The total estimated dollar impact over the life of the contract is \$3,917,526.

IV. RECOMMENDATION

The administration recommends that the Board of Trustees ratify the four-year Collective Bargaining Agreement with the Faculty Senate, Local 1600, for the 2006/10 years, 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 approval to issue a purchase order to Greenbrier & Russel, Inc. for staff augmentation to support post implementation of the e.Business Suite (Financial and HR/Payroll modules) of the Oracle Enterprise Resource Planning (ERP) System as requested by Information Technology for the Business Office and Applications Systems.

II. REASON FOR CONSIDERATION

As the Oracle ERP, specifically the Financial and HR/Payroll modules, have been implemented and are now in production, the business units impacted have need of assistance to begin implementing features and functionality that were not included in the core system implementation. Core system implementation included only basic functionality with minimal enhanced features. Because of the aggressive schedule that was adopted for the initial implementation, investigation of all available features was not possible. This is typical in projects of this size and complexity. All effort was made in order to minimize any impact to the project schedule and approved budget.

As the key modules are now in production, functional areas have the need to expand utilization of this very robust and feature rich product. To that end, the functional areas are requesting support from the implementation vendor, Greenbrier & Russell, Inc., to provide additional expertise and assistance, as well as knowledge transfer, in activating additional features and functions.

III. BACKGROUND INFORMATION

When the ERP project was first proposed, key requirements were established in order to mitigate risk and to assure a successful project. Significant to the success of the implementation was that the project must be on time and on budget. Working within these parameters, it was clear

that all features and functionality inherent in the Oracle ERP product could not be implemented during the initial implementation phase. With the completion and “go live” of the Financials on November 1, 2005 and the Human Resource/Payroll system on January 3, 2006 these functional areas recognize that while Oracle gives the College a superior set of business tools only the base functionality is currently in production.

Some significant features are not fully understood and additional time and technical assistance will be needed for the users to become familiar with these features before they can be implemented. Some functionality requires organizational changes that could not be included in the initial schedule without risking the overall project success.

To support the requests from functional users, negotiations were conducted with Greenbrier & Russel, Inc. to establish hourly rates and time commitment. To insure continuity and minimize disruption, the functional users requested that the negotiations include agreements to retain the G&R consulting staff that was involved with the initial implementation. The hourly rate ranges from \$120 - \$150 based on the technical expertise required.

Service	Costs
Financials, HRMS, Payroll - Greenbrier & Russel, Inc.	\$ 200,000
Total	\$ 200,000

This request is to engage technical consultant on an as-needed basis. Payment for services rendered will be based upon agreed to deliverables and will be approved by the Vice President of Information Technology.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

IV. RECOMMENDATION

The administration recommends that the Board approve issuance of purchase order to Greenbrier & Russel, Inc., to acquire their services to assist in investigating and implementing features that were not included in the base implementation of the base e.Business Suite of the Oracle Enterprise Resource Planning (ERP) System, for a not to exceed amount of \$200,000.

Exhibit X - E
October 24, 2006

It is also recommended that the Vice President of Information Technology be authorized to sign the Statement of Work (SOW) for this engagement with Greenbrier & Russel, Inc. and approve all work prior to engagement.

WILLIAM RAINEY HARPER COLLEGE
BOARD ACTION

I. SUBJECT

Authorization to Approve Depositories and Investment Brokers for College Funds.

II. REASON FOR CONSIDERATION

The College depositories and investment brokers are approved by the Board of Trustees in accordance with College investment procedures.

III. BACKGROUND INFORMATION

Review existing depositories.

IV. RECOMMENDATION

The administration recommends that the Board of Trustees approve the attached listing of College depositories and investment brokers.

WILLIAM RAINEY HARPER COLLEGE

RESOLUTION

BE IT RESOLVED, that the following financial institutions and U.S. Treasury Brokers are hereby designated as depositories to which funds of Community College District #512, State of Illinois may be transferred and deposited by the Treasurer of Community College District #512.

ABN AMRO Chicago Corporation
Bank of America NA
Fifth Third Bank
Harris Bank, Palatine
Illinois School District Liquid Asset Fund Plus
JPMorgan Chase & Co.
LaSalle Bank
Northern Trust
PMA Financial Network, Inc.
The Illinois Funds

Dated this 24th day of October, 2006

WILLIAM RAINEY HARPER COLLEGE
Community College District #512

Laurie Stone
Chair
Board of Trustees

Richard F. Gillette
Secretary
Board of Trustees

WILLIAM RAINEY HARPER COLLEGE

DEPOSITORIES

**Indicating Total Capital Stock and
Surplus or Net Worth**

DEPOSITORY BANKS	TOTAL
Bank of America NA	\$ 101,533,000,000
Fifth Third Bank	\$ 9,446,000,000
Harris Bank, Palatine	\$ 4,399,000,000
JPMorgan Chase & Co.	\$ 107,211,000,000
LaSalle Bank	\$ 11,168,068,000
Northern Trust	\$ 3,600,800,000

**FINANCIAL INVESTMENT SERVICE COMPANIES
AND U.S. TREASURY BROKERS**

ABN AMRO Chicago Corporation
Illinois School District Liquid Asset Fund Plus
PMA Financial Network, Inc.
The Illinois Funds