

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 Board Meeting of Wednesday, April 20, 2016

CALL TO ORDER

The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Dowell on Wednesday, April 20, 2016 at 6:01 p.m. at the Harper College Learning and Career Center, 1375 S. Wolf Road, Prospect Heights, Illinois.

Member Kelley led the Pledge of Allegiance.

ROLL CALL

Present: Members Greg Dowell, Jim Gallo, Diane Hill, Bill Kelley, Walt Mundt, Nancy Robb, Pat Stack, and Student Member Joe Haynes (entered at 6:02 p.m.).

Absent: none

Also present: Kenneth Ender, President; Ronald Ally, EVP Finance and Administrative Services; Patrick Bauer, Chief Information Officer; Bret Bonnstetter, Controller; Laura Brown, Chief Advancement Officer; Phil Burdick, Chief Communications Officer; Maria Coons, Senior Executive to the President; Tom Crylen, Executive Director Facilities Management; Brian Knetl, Associate Provost; Judy Marwick, Provost; Maria Moten, Assistant Provost; Sheryl Otto, Assistant Provost; Sheila Quirk-Bailey, Chief of Staff; Michelé Smith, Special Assistant to the President for Diversity and Inclusion; Roger Spayer, Chief Human Resources Officer; Rob Alexander; Marjorie Allen; Jennifer Berne; Orlando Cabrera; Kimberly Chavis; Jennifer Brennan; Kathy Bruce; Arlene Bublick; Lisa Busto; Devin Chambers; Tong Cheng; Diane Cincinello; Kevin Cole; Kathy Coy; Tom Dowd; Andrea Fiebig; Nancy Haberichter; Patricia Hamlen; Kathy Hanahan; Travaris Harris; Njambi Kamoche; Andy Kidwell; Maria Knuth; Christine Kuffel; Justin LeBreck; Paul LeBreck; Jeannine Lombardi; Stephen Love; Dawn McKinley; Wendy Mertes; Mark Mrozinski; Carolynn Muci; Susan Nowakowski; Lydia Omori; Keith O'Neill; Mary Beth Ottinger; Karen Patterson; Jason Peot; Kim Pohl; Dave Richmond; Kathryn Rogalski; Evelyn Seiler; Jane Suarez Del Real; Bobby Summers; Charmian Tashjian; Stuart Templeton; Darice Trout; Joe Wachter.

Guests: Phil Gerner, Robbins Schwartz; Melissa Cayer, citizen; Eric DeBold, student trustee-elect; Sam Haynes, student; LeRoy Messenger, Northwest Compass; Drake Mertes, citizen; Cheryl Novas, Northwest Compass; Saleta Rodriguez, student; Todd Shields, Pioneer Press.

STUDENT TRUSTEE

Student Member Haynes reported on Advocacy Day and the ten

REPORT

Harper students who participated. They had the opportunity to speak with legislators, including Representative Tom Morrison and Representative Michelle Mussman. Then they attended the rally on the steps, for which Haynes was one of the speakers. He shared how blessed and how proud he is to have been at this Board table working with the Board and becoming more educated about what's going on in the State. He offered his encouragement to the Board to keep fighting for Harper students.

He had one campus update. The Honors Phi Theta Kappa Variety Show will be this Friday, April 22, tickets are \$5, and proceeds go to Lydia Home Foundation. He and his brother Sam will be among the performances. He thanked the Board for such a great year.

RESOLUTION  
PRESENTATION

Chair Dowell read the Resolution presented to Joseph Haynes.

Whereas, Joseph Haynes was elected by his peers to serve as the student representative on the Harper College Board of Trustees for the 2015-2016 academic year, where he always put the student experience first and brought a sense of purpose and responsibility to his service through his hard work and dedication to this role; and

Whereas, as Student Trustee, he advocated for Harper students, communicated student concerns and suggestions, kept the Board informed about issues that affect students, and participated in the 2015 Harper Strategic Planning Conference as a student representative and trustee; and

Whereas, since his arrival at Harper he served as an elected Senator, Executive-Board officer, and as President of Harper's Student Government Association, and in each role he worked to advocate for student needs and interests; and

Whereas, he represented Harper College at the Illinois Community College Board (ICCB) Student Advisory Committee (SAC) in Springfield, Illinois; attended the 46th Annual Association of Community College Trustees (ACCT) Leadership Congress in San Diego, California; and attended the ACCT National Legislative Summit in Washington, D.C.; and

Whereas, he was an outstanding student leader at Harper College, having actively shared his talent with others, especially through his work with Harper's award-winning Speech and Debate Team; Now, Therefore Be it

Resolved, that the Board of Trustees of Harper College honors the accomplishments of Joseph Haynes as he served honorably and with distinction as a Student Trustee and friend. We thank him for his positive contributions to Harper College and its community.

Attested the Twentieth Day of April in the Year 2016.

SWEARING IN OF NEW  
STUDENT TRUSTEE

Attorney Phil Gerner swore in the newly elected Student Trustee, Eric DeBold, who then took his seat at the Board table.

ROLL CALL

Present: Members Greg Dowell, Jim Gallo, Diane Hill, Bill Kelley, Walt Mundt, Nancy Robb, Pat Stack, and Student Member Eric DeBold.

Absent: none

Chair Dowell took a moment to circulate a thank you card from the Alexian Brothers program which serves students with special needs.

AGENDA APPROVAL

Member Hill moved, Member Mundt seconded, approval of the Agenda.

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

Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, Robb, and Stack.

Nays: None.

Motion carried. Student Member DeBold advisory vote: aye

PRESENTATION

Dr. Ender welcomed Student Trustee DeBold to the Board. In starting the Learning and Career Center (LCC) presentation, he took a moment to announce the open house which will highlight recent renovations that make this facility an integral part of and resource for this community. He asked Jennifer Brennan, Learning and Career Center Supervisor, to present the programming currently being done at the LCC.

Learning and Career Center Partnerships

Brennan welcomed the Board back to the LCC to discuss the transformations that have occurred, visible and cultural, in the two years that this new focus of the Center has been put into action. She emphasized the collaborative effort across Harper that has made this possible. She gave a brief background about the LCC, its position in Harper's district, and the demographics which point to a non-traditional student audience. She noted that the American Association of Community Colleges in 2014 stated that for every \$1 that is invested in the community college, \$6.80 returns to the community, and she emphasized that there is an opportunity to bring that value to this community.

In academic programming, the LCC remains committed to the foundational programming it has traditionally offered: high school equivalency preparation, English as a Second Language, and citizenship. Recently it has deepened its focus by adding career-orientated certificates that will serve the non-traditional population and move them toward family-sustaining wages. Harper support services continue enhance student success, including: the library, academic counseling, women's program, health services, and student involvement. The physical space has changed to meet these needs by adding a new lobby with gathering area, updated infrastructure, and special labs for special programs.

The LCC's primary organizational partnership is its advisory board, which represents organizations across the community. Many of these organizations close the gaps to education that the population faces. Both Harper and the partners benefit from these relationships, as they can increase the public awareness of each other and help more people. LCC is now ready to bring in some in-resident partners who can deliver social services on-site. Going forward, there is a goal for a robust fall enrollment, bolstered by the new programming being offered for career certificates and Continuing Education career offerings, along with the adult education offerings. She shared examples of marketing materials for the eight credit certificate programs offered in the fall.

Only three of the listed programs are financial aid eligible because of their credit load, which has created the need for financial creativity. So outreach to the community is being done to help close that gap. LCC's internal partners in the academic areas and the Job Placement Resource Center are helping identify businesses and others who can help increase the LCC's presence in the community, and community events are being planned to build momentum for fall. The financial systemic barrier is being addressed through traditional financial aid, the women's program, payment plans, training funds, and targeted scholarships. LCC staff strives to ensure that each student's needs are addressed and that they get the referrals they need to help them fund their education. Currently, there are 11 Foundation scholarships for \$500 each specific to LCC students that were made possible through donations from partners at Buffalo Grove Bank and Trust, a Wintrust Bank, and First Bank of Highland Park.

Transportation for education is the other major barrier. Through intentional scheduling this challenge is being addressed. In the fall, an entire certificate is offered in the same window of time, so a working parent can properly plan for child care. This fall, LCC is offering a private security certificate, for which one class must be taken at the Palatine campus and thanks to a Resources for Excellence grant, transportation for those students for that class is covered.

These partnerships and strategic programming alleviate barriers in order to make the resources for student success available to the students. The on-site partnerships are developing, and LCC is close to finalizing one with Northwest Compass. She introduced LeRoy Messenger, CEO of Northwest Compass, to speak to the barriers they alleviate for students.

Messenger shared a brief background of Northwest Compass, which was started in 1981 as CEDA Northwest and serves the Northwest suburbs. Education and empowerment are common to the missions of the LCC and Northwest Compass. They focus on developing personal responsibility and believe education is one of

the keys to living a full productive life. They currently serve over 500 clients from Wheeling and Prospect Heights, and expect an increase in clients by bringing staff to the LCC on a scheduled basis. Their process is to conduct an initial assessment of the household, identify and connect clients to those services they may be eligible to receive, such as: childcare, food assistance, financial counseling, career counseling, energy assistance, housing counseling, legal services, affordable care act enrollment, and multiple workshops on life skills. They recently added services to veterans and homelessness relief programs. In the fall of 2015, Wheeling High School had 300 students that were without a home. All of these services would be accessible through Northwest Compass staff at the LCC. They partner with Chicago area universities to provide field experience in social work for their graduate-level programs. Last fall, they had a LCC Office Assistant program student intern in their offices and look forward to doing this again. He appreciates the opportunities for continued collaboration.

Brennan invited the Board to the April 30 LCC Community Festival, which is a kick off for the fall enrollment drive and an opportunity to broaden reach to certain parts of the community that haven't yet been as engaged. She thanked the Board for their time. There were no questions.

#### FACULTY SENATE PRESIDENT'S REPORT

Faculty Senate President Dowd shared his participation in Advocacy Day in Springfield with around 150 fellow union members from Local 1600. It was a good experience to be with about 6,000 fellow students and educators in the Rotunda. He wished Springfield legislators were here to hear the wonderful presentation about all the lives this small part of Harper (LCC) is touching. Then our legislators would see that funding colleges, community colleges, and universities is well worth it. He appreciated the statistic about the return on every \$1 investment in higher education. Another presentation that is planned for this evening is on High School Equivalency. Dowd teaches chemistry, and most of his students have taken advanced math in high school, are prepared and met prerequisites for the course. These students are not that difficult to educate. They have a plan in mind, a path that they want to achieve and most likely parents supporting them. The faculty who are teaching high school equivalency students have a tough job. They're teaching students who typically haven't been successful in school, which is why they don't have their high school diploma at the current time. These faculty do a wonderful job of working with these students to get them to earn their high school diploma, and many of them then go on to enroll in other classes at Harper College. Some students go on to get their college diploma. Another thing that is on the agenda tonight is faculty promotions. This is Dowd's 16<sup>th</sup> year at Harper College and it is the first time that all faculty who applied for faculty promotions have been recommended, and it's not

because the process is easier, in fact it seems to be a little bit harder. The faculty who are being presented for promotion tonight went through a vigorous process of writing a portfolio, being interviewed by their peers, then coming before the Provost and their Dean and a group that consists of faculty from every division for an interview. The promotions to professor required a half hour presentation in front of anyone who wanted to come from the college. Those presentations were wonderful and allowed many people to see what a faculty member does and all the lives they have touched when they talk about their career at Harper College. And finally, he wished Professor Emeritus applicant Wendy Mertes the best of luck in her retirement.

### PRESIDENT'S REPORT

#### High School Equivalency Presentation

Dr. Ender asked Andrea Fiebig if she would come forward and present on the Adult Education Program at Harper College

Fiebig, Director of Adult Educational Development, introduced Maria Knuth, Adult Education co-chair, to give some program background before introducing the student speaker.

Knuth explained that the General Educational Development (GED) test has changed millions of lives. Since it was established in 1942, more than 18 million adults have earned this powerful second chance. In the past couple years, the test and Harper's Adult Education department have gone through some changes. The test is now called the High School Equivalency (HSE) exam. At Harper, the Non-Native Literacy department is now called English Language Acquisition. The AED department goals for our students have also changed; first they start off in the ELA classes with the goal to transition into HSE classes. On average, it takes 8-9 years for an adult to get to an academic level of English for a second-language learner. Once they transition to the HSE classes, we prepare them with not only the knowledge to take the test, but to continue their education after they pass the test. They need to be prepared for careers and educational opportunities that demand that they have even more skills, and the HSE diploma opens doors to more training and education.

Knuth introduced Saleta Rodriguez, who started off in ELA classes in 2003, completed those levels, enrolled in the GED classes (now HSE). She passed the test in 2015 as a member of the National Adult Honor Society. She is currently enrolled in academic level English-as-a-Second Language (ESL) classes, and plans to take English 101 and transition to a career program in the fall. She has three children and her oldest son is currently a Harper student; he is enrolled in the advanced manufacturing program at Harper.

Rodriguez thanked the Board for the opportunity to share her journey at Harper College. She explained she and her husband came to the United States from Mexico 20 years ago, full of

dreams. But she didn't realize that not knowing English would be a problem. She felt ashamed because she didn't speak English and needed someone to translate for her. It became more of a problem when her son started school since she couldn't communicate with his teachers and other parents. It wasn't until fall of 2003, when her neighbor told her that Harper College was offering an English class at the Learning and Career Center on Wolf Road, just five minutes from home, and with her daughter starting pre-school, it was a perfect time to learn English. She soon had to drop out to take care of her growing family.

She never changed her goal. In January 2008, she heard Harper College was offering a program where you can study while they provide childcare. Once again Harper College gave her the opportunity to reach her dream. But in August 2011, she again had to drop out to take care of her family. When her youngest daughter turned six, Rodriguez started back to school. When she was told she was ready for GED classes, it took a few minutes for her to decide to continue, because she was afraid. However, she was determined to go forward, so she jumped in. She started GED classes in August 2013, and was tempted at times to quit because she had to read every sentence twice to understand the meaning, and math felt like a whole other language. But she wasn't giving up. When her son was a sophomore in high school, he said that he didn't want to go to college; he didn't understand why he needed to continue studying. So, she demonstrated by her own life that going to college opened doors to a better future. She showed him that being married, having three children, and a house to take care of, she still made education a priority. And he changed his mind about college.

In May 2015, Rodriguez' son graduated from high school and she completed her GED. The day of her graduation ceremony, she felt nervous, but when she was on the stage and received her certificate, she realized what she had accomplished; she was graduating. She looked for her family and they were cheering and proud of her. After graduating, she decided to take an academic ESL program at Harper College's main campus. Her son, who is also attending Harper College, convinced her that he wasn't ashamed to come with her to school, in fact he suggested that they should choose the same days and hours for classes so they can go together to school. Her son is now taking his general education requirements to graduate with an associate's degree, and taking manufacturing classes. Last semester, she passed Writing 4 and Reading 5. This year she passed the conversation class, and now is taking Writing 5 with the confidence that she will pass. This fall she intends to reinforce her writing with grammar classes and get ready to start English 101, so she can open the door to follow her dreams. She thanked the Board for the opportunity to share her journey.

Knuth then showed the video from last year’s GED graduation ceremony. She noted that the last picture in the video is Rodriguez and her son. She then invited the Board to this year’s graduation on Friday, June 17. They are anticipating a full program, with 75 graduates already on the list, which may reach as high as 100 graduates participating. There were no questions.

Dr. Ender noted that it’s tough to follow this type of presentation. He thanked both the student and the faculty effort with respect to the Springfield Advocacy Day discussion. It’s hard to tell what will come out of Springfield, and colleges across the State have had to make difficult decisions, including Harper. There are a lot of great things going on at the College, which the budget situation in Springfield puts a damper on. One really nice piece of news he wanted to call out is that Dr. Mark Mrozinski has been accepted as a Presidential Fellow for the Aspen Institute, one of only 40 across the country selected among 400 nominees. And lastly, he mentioned graduation coming up on May 21, and the venue is almost complete and should provide a beautiful setting for this and many other ceremonies to come.

HARPER EMPLOYEE COMMENTS

Charmian Tashjian – HCAFA president: Tashjian shared her excitement to be working with the Harper administration and the Board of Trustees on the upcoming contract negotiations. She introduced the HCAFA negotiating team, Stuart Templeton attending this meeting, and Crystal Bush, Marybeth Linse, and the IEA Liaison Amy Kunz completing the team. They look forward to working with on the next contract.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Member Kelley moved, Member Robb seconded, approval of the minutes for February 10, 2016 Committee of the Whole meeting, February 17, 2016 Board of Trustees meeting, and March 9, 2016 Facilities Board Workshop; accounts payable; student disbursements; payroll for February 5, 2016; February 19, 2016; March 4, 2016; and March 18, 2016; and estimated payroll for April 1, 2016; bid awards; requests for proposals; purchase orders; personnel actions; resolution for student trustee Haynes; and first reading of modifications to board policy – unattended minors on campus (Section 09.18.00); monthly financial statements; Board committee and liaison reports; grants and gifts status report; summary report of items purchased from state contracts, consortiums or cooperatives; approved March consent agenda items; as outlined in Exhibits X-A.1 through X-B-5 (attached to the minutes in the Board of Trustees Official Book of Minutes).

Fund Expenditures	Accounts Payable	\$ 11,519,897.35
	Student Disbursements	\$ 4,313,544.63



The payroll of February 5, 2016 in the amount of \$1,857,825.98; February 19, 2016 in the amount of \$1,943,340.11; March 4, 2016 in the amount of \$1,955,901.42; March 18, 2016 in the amount of \$1,973,440.92; and the estimated payroll of April 1, 2016 in the amount of \$1,932,627.11.

Bid Approvals

Ex. X-A.3.a Accept bid and award contract for the improvements to the South Ring Road and Parking Lot 5 to Chadwick Contracting Company, as the lowest responsible and responsive bidder, in the total amount of \$578,593.00, as provided in the Operations and Maintenance (Restricted) fund budget, which is lower than the original estimated project budget.

Ex. X-A.3.b Accept bid and award contracts for the equipment portion of the upcoming Building B Boiler Room Project to Illinois Mechanical Sales, LLC, as the lowest responsible and responsive bidder that could meet the required delivery date, in the total amount of \$409,750.00, as provided in the Operations and Maintenance (Restricted) fund budget, as part of the total project budget of \$995,000.

Request for Proposals

Ex. X-A.4.a Accept a proposal and award contract to JP Morgan Chase, N.A. for banking services for a five-year term, with the option for one extension of five additional years, in the total amount of \$30,000.00 annually, expected to be offset by the earning credit rate paid by the bank on the balance maintained in the College's operating account.

Ex. X-A.4.b Accept a proposal and award contract to Crowe Horwath LLP (Crowe) for auditing services for a five-year term, in the total amount of \$443,150.00 (\$85,000 FY16, \$87,500 FY17, \$90,200 annually for FY18, FY19, and FY20), as provided in the Audit Fund and Education Fund budgets.

Purchase Orders

Ex. X-A.5.a Approve issuance of a purchase order to Learning Resources Network (LERN) for delivering online curricula offered through the Continuing Education Division, in the amount of \$51,169.00, as provided in the Auxiliary Enterprises Fund budget.

Ex. X-A.5.b Approve issuance of a purchase order to Carrier Commercial for renewal of the current chiller maintenance agreement, in the amount of \$29,000.00, as provided in the Operations and Maintenance Fund budget.

- Ex. X-A.5.c Approve issuance of a purchase order to Autani Corporation for wireless automated lighting controls for Facilities Management to install at various locations on campus to reduce energy costs for lighting, in the amount of \$39,125.55, as provided in the Operations and Maintenance Fund budget.
- Ex. X-A.5.d Approve issuance of a purchase order to Sightlines LLC for the annual ROPA+ facilities benchmarking analysis for FY 2016, in the amount of \$25,500.00, as provided in the Operations and Maintenance Fund budget.

### Personnel Actions

#### Faculty Appointments

Andrew Anastasia, Assistant Professor – English, Liberal Arts, 08/16/16, \$52,900/year  
 Anthony Miniuk, Instructor – Biology, Math and Science, 08/16/16, \$45,857/year  
 Jonathan Loos, Assistant Professor – Kinesiology, Math and Science, 08/16/16, \$61,326/year

#### Harper #512 IEA-NEA Separations

Angela Perez, Custodian, Operations Services, 06/04/16, 4years 4months  
 Zachary Sargent, Groundskeeper, Roads and Grounds, 03/29/16, 6 months  
 Daniel Vazquez, Custodian, Operations Services, 03/22/16, 1 day

### Approval of Resolution for Student Trustee Haynes

The proposed resolution is to honor Student Trustee Joseph Haynes' service to the College, as outlined in exhibit X-A.7.

### First Reading of Modifications to Board Policy – Unattended Minors On Campus (Section 09.18.00)

A recommendation is being made for approval of the first reading of modifications to the Board Policy Manual – Unattended Minors on Campus (09.18.00), as outlined in Exhibit X-A.8. With this approval, the policy will move to a second reading to accept.

Upon roll call, the vote was as follows:

Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, Robb, and Stack.

Nays: None.

Motion carried. Student Member DeBold advisory vote: aye

### Financial Statements

Review of monthly financial statement as outlined in Exhibit X-B.1.

### Board Committee and Liaison Reports

**Alumni Liaison Report:** Member Gallo reported on the alumni e-newsletter featuring Lisa Sonora in the Alumni Spotlight. Sonora is an American artist and creative business consultant based in Oaxaca City, Mexico. For more than 20 years, she has taught experiential workshops that tap into the healing and transformative powers of creative self-expression. A sought-after facilitator,

Sonora has led international creativity workshops. Her work has been featured in Business Week, Entrepreneur Magazine, ABC News, San Francisco Chronicle, and in many online venues. Sonora overcame many obstacles in her life to achieve success. From living in an orphanage, to dropping out of high school, her story serves as an inspiration to current students and the college community overall. You can read more about Sonora by visiting the alumni webpage at [harpercollege.edu/alumni](http://harpercollege.edu/alumni) and clicking on "Alumni Spotlight." Dr. Ender commented on the College connection to Sonora and looks forward to seeing her more involved with Harper.

The Alumni Committee, in partnership with the Annual Giving Committee, is working on plans for an alumni engagement event for the College's Distinguished Alumni. The purpose of the event is to build stronger engagement and further cultivate relationships with this group, particularly among recipients who were recognized during the first few years of the program. Since 2008, we have had 48 Distinguished Alumni. The event will be held in the coming months.

Nominations are being taken for the 2016 Distinguished Alumni Awards. The deadline is Monday, May 16th. For information about the award criteria or to submit a nomination, visit the alumni website at [harpercollege.edu/alumni](http://harpercollege.edu/alumni).

**Foundation Liaison Report:** Member Hill announced the recipient of the James McGrath Award. The 2016 recipient is Gerald "Jerry" Smoller. Jerry has been a practicing attorney for over 40 years and is a principal in the law firm of Kovitz Shifrin Nesbit. Jerry has served on the Foundation Board for 17 years (since 1999), rotating off as required by the by laws. He was bestowed the title of Emeritus Board Member after his first 9 years of service.

Scholarship highlights this month include the Rotary Club of Schaumburg/Hoffman Estates commitment to supporting Harper College students through three newly created scholarships. The Rotary Club of Schaumburg/Hoffman Estates Fishing Well Scholarship will support adult students living or working in Schaumburg Township who are pursuing a degree or certificate program. The Rotary Club of Schaumburg/Hoffman Estates Transfer Scholarship which is a \$5,000 award for Harper College students residing or working in Schaumburg Township, who plan to transfer to a four year college or university. And the Rotary Club of Schaumburg/Hoffman Estates Emergency Fund Scholarship will provide quick-response emergency grants for students who are facing a short term financial emergency to help students remain in school. All three scholarships will be awarded for the 2016-2017 academic year.

This year's Employee Campaign runs from April 6 – April 24. Last year, employee gifts helped to fund 382 scholarships for Harper students and provide \$80,000 in Resource for Excellence Grant funding for new and innovative campus programs.

**ICCTA Liaison Report:** Member Kelley reported that he attended the ICCTA meeting in March in Lombard. There were some outstanding presentations, not the least of which was by our own Sheila Quirk-Bailey who presented on Harper College student success, completion, and data analytics and benchmarking projects. He will be attending the ICCTA May meeting in Springfield which includes Lobby Day. He is also the chair of the ICCTA nominating committee.

Grants and Gifts Status Report

Current status of operational public and private grants to the College, and status of cash donations and in-kind gifts to the Educational Foundation, as outlined in Exhibit X-B.3.

Consortium, Cooperative and State of Illinois Contracts Purchasing Status Report

Review of the monthly Consortium, Cooperative and State of Illinois Contract Purchasing Status Report, as outlined in Exhibit X-B.4.

Approved March Consent Agenda Items

Ex. X-A.5.a First Reading of Modification to Board Policy – Student Optional Disclosure of Private Mental Health Information (Section 05.43.00): A recommendation is being made for approval of the first reading of modifications to the Board Policy Manual. The policy manual will include reference to the Optional Disclosure of Private Mental Health Information such that Harper College becomes compliant with the Student Optional Disclosure of Private Mental Health Act, Public Act 099-0278. This requires an addition to the manual in the form of section 05.43.00., as outlined in Exhibit X-A.8. With this approval, the policy will move to a second reading to accept.

Ex. X-B.5.b Accept bid and award contract for the replacement of the heat exchangers in Building M to YMI Group, Inc., as the lowest responsible and responsive bidder, in the total amount of \$299,500.00, as provided in the Operations and Maintenance (Restricted) Fund budget, through reallocations of \$346,514 from other FY16 approved projects.

Ex. X-A.5.c Approve issuance of a change order to Cannon Design for architectural and engineering services for the Northwest Community Hospital (NCH) Health Center, in the amount of \$74,720.00, as provided in the Operations and Maintenance

(Restricted) Fund budget. NCH will provide funding to Harper College in full for this change in scope.

Ex. X-A.5.d Personnel Actions

Supervisory/Management Appointment

Lauren Chilvers, Scholarships and Special Projects Coordinator, Advancement/Foundation, 03/07/15, \$56,000/year

Professional/Technical Appointment

Lindsey Berbeka, Credentials Analyst, Registrar's Office, 03/21/16, \$46,468/year

ICOPS Appointment

Kevin Stuehler, Community Service Officer II, Harper College Police Department, 02/08/16, \$31,969/year

Harper #512 IEA-NEA Appointments

Eduardo Galicia Ortiz, Custodian, Operations Services, 03/07/16, \$21,216/year

Daniel Kriho, Groundskeeper, Roads and Grounds, 02/29/16, \$31,824/year

Christopher Lopez, Custodian, Operations Services, 02/15/16, \$21,216/year

Brett Roberts, Groundskeeper, Roads and Grounds, 02/22/16, \$31,824/year

Professional/Technical Retirements

Dennis Kmiec, New Student Specialist, Center for New Students and Orientation, 04/29/16, 11 years 8 months

Patti Stricker, Circulation Supervisor, Library Services, 06/24/16, 14 years 10 months

Classified Staff Retirements

Connie Bach, Library Assistant I, Library Services, 06/10/16, 10 years 3 months

Andrea Beck, Clerk/Receptionist, P/T, Academic Support Center, 03/25/16, 3 years 11 months

Anthony Garcia, Copy Center Operator, Printshop, 05/31/16, 28 years 6 months

Faculty Separation

Marie Taylor, Instructor, Health Careers, 05/22/16, 2 years 9 months

Supervisory/Management Separation

Tamara McClain, Recruiting Manager, Student Recruitment and Outreach, 02/12/16, 8 years 5 months

Professional/Technical Separation

Stephanie Fehlenberg Burak, Instructional Design Specialist, Center for Innovative Instruction, 03/28/16, 5 years

Harper #512 IEA-NEA Separations

Anthony Bennici, Custodian, Operations Services, 03/16/16, 4 years 6 months  
 Ernesto Garay, Groundskeeper, Roads and Grounds, 03/08/16, 10 years 1 month  
 Ryan Talsma, Groundskeeper, Roads and Grounds, 02/15/16, 8 months

NEW BUSINESS

Second Reading of Modifications to Board Policy – Policy on Student Optional Disclosure of Private Mental Health Information (Section 05.43.00)

Member Hill moved, Member Mundt seconded, to approve the second reading of modifications to the Board Policy Manual – Student Optional Disclosure of Private Mental Health Information Private Mental Health (Section 05.43.00), as outlined in Exhibit XI-A (attached to the minutes in the Board of Trustees’ Official Book of Minutes). This addition is in compliance with the Student Optional Disclosure of Private Mental Health Act, Public Act 099-0278. . This policy has been reviewed by legal counsel.

Upon roll call, the vote was as follows:

Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, Robb, and Stack.

Nays: None.

Motion carried. Student Member DeBold advisory vote: aye

Board Calendar for 2016-2017

Member Stack moved, Member Gallo seconded, to approve the of the Board meeting schedule which is decided annually for the coming year, as outlined in Exhibit XI-B (attached to the minutes in the Board of Trustees’ Official Book of Minutes).

Wednesday	August 17, 2016	Regular Board Meeting
Wednesday	September 21, 2016	Regular Board Meeting
Wednesday	October 19, 2016	Regular Board Meeting
Wednesday	November 16, 2016	Regular Board Meeting
Wednesday	December 21, 2016	Tax Levy Hearing (possible) & Regular Board Meeting
Wednesday	January 18, 2017	Regular Board Meeting
Wednesday	February 15, 2017	Regular Board Meeting
Wednesday	<b>April 26, 2017</b>	Regular Board Meeting & Organizational Meeting
Wednesday	May 17, 2017	Regular Board Meeting
Wednesday	June 21, 2017	Regular Board Meeting

In a voice vote, motion carried.

Awarding of Faculty Promotions for the 2016-2017 Academic Year

Member Hill moved, Member Robb seconded, to approve the recommendation of the Promotions Committee and the College President to award promotions to faculty members who have met the performance criteria of excellence in teaching, service, and professional development expected for early promotion to assistant or associate professor or for promotion to full professor,

as outlined in Exhibit XI-C (attached to the minutes in the Board of Trustees' Official Book of Minutes).

**Early Promotion to Assistant Professor**

Lisa Busto	Accounting
Kevin Cole	Physical Sciences
Nancy Haberichter	Nursing
Susan Harrison Grant	Health Science Core
Christine Kuffel	Library Services
Dawn McKinley	Accounting

**Early Promotion to Associate Professor**

Marjorie Allen	ESL/Linguistics
Tong Cheng	Biology
Marianne Farinas de Leon	Department of Academic Success
Stephanie Horton	English
Theresa Kong	Biology
Magdalen McKinley	English
Karen Patterson	Art
Jace Robinson	Biology
Jennifer Smith	Nursing
Dominique Svarc	Accounting
Joseph Wachter	Chemistry
Stephanie Whalen	Department of Academic Success

**Promotion to Professor**

Patricia Hamlen	Anthropology/Sociology
Jason Peot	Art
Bobby Summers	Political Science

Upon roll call, the vote was as follows:

Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, Robb, and Stack.

Nays: None.

Motion carried. Student Member DeBold advisory vote: aye

Awarding Professor  
Emeritus Recognition

Member Hill moved, Member Kelley seconded, to award the honorary designation of Professor Emerita to Associate Professor Wendy J. Mertes, who will retire on May 31, 2016 after 17 years of distinguished service, as outlined in Exhibit XI-D (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, Robb, and Stack.

Nays: None.

Motion carried. Student Member DeBold advisory vote: aye

Harper Professional Center  
(HPC) Tenant Lease

Member Gallo moved, Member Kelley seconded, to approve the lease extension for the tenant at HPC, as outlined in Exhibit XI-E

Extension (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, Robb, and Stack.

Nays: None.

Motion carried. Student Member DeBold advisory vote: aye

ANNOUNCEMENTS

BY CHAIR

Communications

There were no communications.

Calendar Dates

Calendar dates are printed on the Agenda for Board information. The next Committee of the Whole Meeting will be Wednesday, May 11, 2016 at 5:00 p.m. in W216. The next Board of Trustees Meeting will be Wednesday, May 18, 2016 at 6:00 p.m. in W214 of the Wojcik Conference Center, Harper College, 1200 W. Algonquin Road, Palatine , IL.

OTHER BUSINESS

Member Stack motioned, member Hill seconded, to enter closed session to discuss a personnel matter. In a voice vote, the motion carried at 7:06 p.m.

ADJOURNMENT

Member Gallo moved, Member Hill seconded, to adjourn the meeting.

In a voice vote, the motion carried at 7:21 p.m.

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Chair

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Secretary