

Ruth Reynolds

WILLIAM RAINEY HARPER COLLEGE
Algonquin & Roselle Roads
Palatine, Illinois 60067

AGENDA

December 9, 1971 - 8:00 p. m.

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
- IV. Approval of Disbursements
- 1. Bills Payable
- 2. Payroll - Nov. 15 & Nov. 30, 1971
- 3. Estimated Payroll - Dec. 1, 1971 thru Jan. 31, 1972
- V. Communications
- VI. Unfinished Business
- VII. New Business
 - A. Recommendation and approval:
Harper College-Downey Veterans Administration
Hospital Agreement Exhibit A
 - B. Recommendation & Action: Curriculum changes
in Dental Hygiene Exhibit B
 - C. Report & Recommendation: Mechanical Engineering
Technology and Numerical Control Program Exhibit C
 - D. Report and Discussion: Payment of 1971-72
Salary Increases Exhibit D
 - E. Recommendation: Appointment of 1972-73 Budget
Committee Exhibit E
 - F. Recommendation: Acceptance of Resignation Exhibit F
 - G. Recommendation & Action: Cancellation of
Second Board Meeting in December
- VIII. President's Report
- IX. Adjournment

WILLIAM RAINEY HARPER COLLEGE
BOARD OF TRUSTEES OF JUNIOR COLLEGE DISTRICT 512
COUNTIES OF COOK, KANE, LAKE, AND McHENRY, STATE OF ILLINOIS

Minutes of the Regular Board Meeting of Thursday, December 9, 1971

CALL TO ORDER: The regular meeting of the Board of Trustees of Junior College District No. 512 was called to order at 9:10 p.m., on December 9, 1971, by Chairman Hansen, in the Board Room of the Administration Building, Algonquin and Roselle Roads, Palatine, Illinois.

ROLL CALL: Present: Members Milton Hansen, Ross Miller, Joseph Morton and Eugene Nugent
Absent: Members Richard Johnson, Lawrence Moats, and Jessalyn Nicklas

Also present: R. E. Lahti, Donald Andries, Larry Collister, Robert Cormack, A. Dolejs, Guerin Fischer, Jack Fuller, David Gale, Edward Goodwin, Roy Kearns, Henry Kurowski, Jack Lucas, Dennis Malcolmson, Ted Meyers, Henry Roepken, Clarence Schauer, Bill Schooley, Frank Vandever, George Voegel and John Warren--Harper College; Frank Hines--Board Attorney; Betsy Brooker--Paddock Publications; and Carol Lucas--Elgin Daily Courier News.

MINUTES: Member Nugent moved and Member Morton seconded the motion to approve the minutes of the regular Board meeting of November 11, 1971, as distributed. Motion unanimous.

DISBURSEMENTS: Member Nugent moved and Member Miller seconded the motion to approve the bills payable of December 9, 1971, as follows:

Educational Fund	\$89,689.17
Building Fund	32,850.85
Site & Construction Fund	155,160.74
Auxiliary Fund	56,398.42
	<u>\$334,099.18</u>

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Morton and Nugent.
Nays: None

DISBURSEMENTS:
Payrolls

Member Morton moved and Member Miller seconded the motion to approve for payment the payroll of November 15, 1971, in the amount of \$222,916.76; the payroll of November 30, 1971, in the amount of \$232,416.72; and the estimated payroll of December 1, 1971 through January 31, 1972, in the amount of \$940,000.00.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Morton and Nugent
Nays: None

COMMUNICATIONS:
Joint Service
Programs

Chairman Hansen stated he had received a letter from the Joint Service Program, administered by committee on tax objections and representing school districts in Cook County. He stated he indicated in his reply that the Board would like to meet to consider action after more facts were presented to them.

UNFINISHED
BUSINESS

None

NEW BUSINESS:
Agreement between
Harper College
and Downey
Veterans
Administration
Hospital

Dr. Lahti stated a Cooperative Agreement between the Veterans Administration Hospital of Downey, Illinois, and Harper College was being presented for approval and signatures. Dr. Lahti pointed out this was the standard agreement the college signs with hospitals when affiliating the Associate Degree Nursing Program with them. Attorney Hines stated he had looked it over and this agreement followed the customary form with the usual provisions and was essentially just a carry-over of a previous type agreement.

Member Nugent moved and Member Morton seconded the motion to approve the agreement between the Veterans Administration Hospital of Downey, Illinois, and William Rainey Harper College, as recommended. (Copy of agreement attached to minutes in Board of Trustees Official Book of Minutes.)

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Morton and Nugent
Nays: None

NEW BUSINESS:

Curriculum
Changes in
Dental Hygiene

Dr. Lahti stated the administration was requesting Board approval of the changes in the Dental Hygiene curriculum as outlined in Exhibit B to bring the curriculum in line with the new requirements of the National Board of Examiners. Dr. Schauer added these changes were recommended by the Dental Hygiene Association and the American Dental Association.

Member Morton moved and Member Nugent seconded the motion to approve the recommended curriculum revisions to the Dental Hygiene Career program, as follows:

1. Add DHY 100 Pre-clinic and Orientation 2 hrs.
2. Split present DHY 230 (2 hrs) Nutrition and Peridontia into two separate courses:

DHY 130 Nutrition	1 hr.
DHY 230 Peridontology	2 hrs.
3. Drop DHY 170 Introduction to Dentistry (1 hr.)
4. Change DHY 161 Dental Anatomy credit hours from 4 to 3.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Morton and Nugent
Nays: None

Chairman Hansen stated the report on Mechanical Engineering Technology and Numerical Control Program would be presented after the other items of business.

Payment of 1971-72
Salary Increases

Dr. Lahti stated the method of payment of 1971-72 salary increases for faculty was outlined in Exhibit D. He pointed out these increases had been approved by the Board of Trustees prior to the Wage-Freeze. As a result of the end of the Wage-Freeze, the administration was recommending implementation of the raises. Mr. Malcolmson discussed the method of payment and stated this method had been ruled suitable by both the IRS attorney and the Board Attorney. Dr. Lahti stated this method was definitely in favor of the employee and well within all regulations.

NEW BUSINESS:

Payment of 1971-72
Salary Increases
(cont.)

Member Miller moved and Member Nugent seconded the motion to approve the administration's recommendation on method of payment of 1971-72 salary increases affected by Wage-Freeze, as set forth in Exhibit D.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Morton and Nugent
Nays: None

Appointment of
1972-73 Budget
Committee

Chairman Hansen stated the appointment of the Budget Committee was required by law. He stated with the Board's approval he would appoint the following committee: Jessalyn Nicklas--Chairman, Ross Miller and Lawrence Moats.

Member Nugent moved and Member Morton seconded the motion to approve the following resolution:

IT IS HEREBY RESOLVED BY THE BOARD of Junior College District No. 512, Counties of Cook, Kane, Lake, and McHenry, and State of Illinois, that the following Board members be designated to prepare a budget in tentative form, for the fiscal year beginning July 1, 1972, and ending June 30, 1973:

Chairman--Member Nicklas
Member Miller
Member Moats

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Morton and Nugent
Nays: None

Acceptance of
Resignation

Dr. Schauer explained that Mrs. Sarah Dinkelman, Instructor of Licensed Practical Nursing, had presented her resignation due to the fact that her husband is being transferred to Iowa.

Member Miller moved and Member Nugent seconded the motion that the Board accept with regret the resignation of Mrs. Sarah Dinkelman effective the close of the first semester 1971-72.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Miller, Morton and Nugent
Nays: None

NEW BUSINESS:

Cancelation of
Second Board
Meeting in
December

Chairman Hansen explained the second Board meeting in December would fall on December 23. Dr. Lahti reported the second meeting of the month is usually an educational meeting.

Member Nugent moved and Member Miller seconded the motion to cancel the second Board meeting in December. The motion was unanimous.

Report on the
Mechanical
Engineering
Technology and
Numerical Control
Program

Dr. Schauer stated that at the April 8, 1971 Board meeting a report on the Mechanical Engineering Technology and Numerical Control Programs was made to the Board. Because of concern on the rapidly dropping enrollment, it was agreed the administration would report back to the Board prior to December 15, 1971, with a recommendation for continuation, modification or deletion of these two programs. Since then, Dr. Schauer stated there has been some real effort expended to increase interest in these programs. As a result of articulation and cooperative efforts with high schools and industry, an increase in interest in these two programs has been indicated at the Fall 1971 enrollment. He stated continued effort will be expanded in these areas to assure that these programs are meeting the needs of the community. Dr. Schauer stated the administration was recommending that the Mechanical Engineering Technology and Numerical Control Programs be continued at least another year.

Member Miller moved and Member Morton seconded the motion that the Mechanical Engineering Technology and Numerical Control Programs be continued for the 1972-73 academic year with further reports and recommendation for ensuing years. Motion unanimous.

PRESIDENT'S
REPORT:

Dr. Lahti referred to communication sent out over Chairman Hansen's signature concerning H.B.1188 and another one attempting to get action on Route 62. He reported on meetings with industries in the area in an effort to impress the Governor on the problem existing now with Route 62.

Dr. Lahti informed the Board he would be attending a meeting of the Illinois Junior College Board the next day in Chicago. Among several items on the agenda would be the Task Force Review of Construction.

PRESIDENT'S
REPORT:

Dr. Lahti reported that on the afternoon of December 17 there would be a kind of informal closing down of the college for the Christmas holidays, and from 1:00 p.m. to 3:00 p.m. there would be a small get-together in the College Center with students, faculty and staff. Dr. Lahti stated any Board members able to participate would be most welcome.

ADJOURNMENT:

Chairman Hansen stated there was need for an executive session on a student disciplinary matter, but no action would be required so a move for adjournment was in order.

Member Nugent moved the meeting be adjourned at 9:45 p.m. and Member Morton seconded the motion. Motion unanimous.

Chairman Hansen

Secretary Morton