

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 Committee of the Whole Meeting of Wednesday, December 11, 2024

CALL TO ORDER

The Committee of the Whole meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Bill Kelley on Wednesday, December 11, 2024 at 5:00 p.m. in of the Wojcik Conference Center, 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL

Present: Members Greg Dowell, Diane Hill, Herb Johnson, Bill Kelley, Walt Mundt, Nancy Robb, Pat Stack, and Student Member Liman Lei.

Absent: none

Present virtually via WebEx: Dr. Avis Proctor, President

Also present: Pete Almeida, Director - Title V Project; Mike Barzacchini, Director Marketing Services; Dr. Dennis Baskin, Associate Provost of Student Affairs; Norm Bemis, Fire Science Program Coordinator; Tony Butler, Director of Risk Management; Orlando Cabrera, Tech Support Specialist; Dr. Scott Cashman, Senior Manager, Community, Career and Corporate Education; Tom Cassell, Senior Manager, Business Development; Meg Coney, Administrative Coordinator; Amanda Duval-Norwood, Chief Human Resources Officer; Rob Galick, EVP Finance and Administrative Services; Bob Grapenthien, Controller; Erika Hartman, Administrative Coordinator; Dr. Joanne Ivory, Dean Career and Technical Programs; Jeff Julian, Chief of Staff/ /Vice President of External Affairs; Rick Kellerman, Network Specialist; Eric Knox; Dr. Derek Leiter, Dean of Health Careers; Matt McLaughlin, Director of Insights, Planning and Decision Support; Nancy Medina, Executive Director Facilities Management; Kristyn Meyer, Associate Executive Director Foundation; Regan Myers, Director Infrastructure Services; Bob Parzy, Associate Provost-Enrollment Services; Kim Pohl, Director of Communications; Kimberley Polly, Dean Mathematics and Science; Colleen Rice, Executive Assistant Board of Trustees; Darlene Schlenbecker, Vice President of Planning, Research and Institutional Effectiveness; Dr. Michelé Smith, Vice President Workforce Solutions; Dr. Anna Strati, Director Institutional Research and Analytics; Deann Surdo, Director of Outcomes Assessment and Institutional Effectiveness; Brian Thomason, Director Client Systems; Dr. Ruth Williams, Provost; David Yandel, FGM Architects; Riaz Yusuff, Chief Information Officer; Heather Zoldak, Chief Advancement Officer.

Guests: Chris Gorman, Robbins-Schwartz

PUBLIC COMMENTS

None

DISCUSSION OF FOLLOW UP ITEMS

Rob Galick, EVP Finance and Administrative Services, introduced Nancy Medina, Executive Director Facilities Management.

Ms. Medina began her presentation by explaining that the company Grumman/Butkas was hired to assess the actual condition of Harper's Infrastructure Inventory, rather than relying on expected life estimates of these assets. This is focused on preventative maintenance and understanding the real condition of assets – a “boots on the ground” investigation resulting in a Conditions Inventory Living Document.

Previous evaluations (Sightlines) were more of a “birds-eye view”, so a new 10-year plan has been created with the results from Grumman/Butkas for all assets at Harper College's three locations.

Phase 1 included a site investigation of all assets, including air handling units; chillers; cooling towers; boilers; fire protection systems; normal power systems; emergency power systems; lighting systems; and plumbing systems. Then an evaluation/infrastructure report card was given, which explains the age, energy efficiency, condition, sustainability, and code issues for the equipment. A color/letter grade is given to each asset.

Phase 2 is the Infrastructure Capital Plan which outlines and prioritizes recommendations for upgrades and replacements. The plan will be a living document, with updates and changes expected. 2024 estimated budget numbers are included in the document (not considering inflation over the next 10 years), but adjustments will be made over time.

Ms. Medina showed a chart of the plan for budget over the next 10 years regarding the results of the report and estimates of when assets/equipment will need to be upgraded and/or replaced.

Member Mundt asked if there is a plan to get a second opinion on the asset conditions. He asked for a comparison between the Sightlines company and the Grumman/Butkas evaluations. Mr. Galick and Ms. Medina stated that they will work on compiling this information to present to the Board at a future Committee of the Whole meeting.

Ms. Medina clarified that the Report Card shown in the presentation was just an example.

- Harper's results were: 28% of assets are failing (red), 31% are yellow (medium condition), and 41% are green (good condition).
- The red assets will be addressed first, yellow will be upgraded or replaced within 5 years.

Mr. Galick clarified that the cost estimate over 10 years from Grumman/Butkas is around \$53 million, while Sightlines estimated over \$170 million. Dr. Proctor focused on comparing actual asset conditions with general asset lifespans.

Member Robb stated a preference for the Grumman/Butkas report because it is more specific, valuable, and easier to incorporate into a budget. She found the Sightlines report too broad and not particularly helpful.

Rob Galick gave background and insight into the Building Q Emergency Services Training Center (ESTC) and introduced David Yandel from FGM Architects.

Mr. Yandel provided a history and overview of the project, detailing its goals and objectives. He presented a summary of the bids for the Fire Training Tower and the alternate bid for the classroom building. Since the bids exceeded the original \$7M budget approved by the Board of Trustees, further clarification was given regarding the current total project cost. He also explained the funding sources. One recommendation that was highlighted was the use of surplus funds from the Canning Student Center Building, which came in under budget.

Mr. Galick provided insight that due to a new law in the State of Illinois, there is now a delay in approval of the bids from the Commission on Equity and Inclusion (CEI), as they requested more information, which could delay the process. Dr. Proctor stated that more than likely, this will no longer be up for vote at the Board of Trustees meeting on December 18.

Member Dowell raised concerns about the original budget, which was approved at \$7M without the classroom. He questioned whether the added classroom building was necessary.

Member Johnson expressed concern over prioritizing the classroom building over other essential projects (e.g., athletic fields, business building). He emphasized the need to balance convenience with necessity.

Dr. Proctor asked for more information from Dr. Joanne Ivory, Dean Career and Technical Programs, and Norm Bemis, Fire Science Program Coordinator. They came forward and explained that the classroom's proximity to the training tower is vital for effective

training, helping bridge the gap between theoretical and practical learning. The classroom would also benefit law enforcement/justice, and EMT training programs.

Member Mundt highlighted that the college is funding 85% of the project and pointed out that the budget has increased from \$7M to \$9.3M (a 21% increase). He urged further research into the justification for the classroom building.

Chair Kelley acknowledged the importance of the synergy between the classroom and fire tower.

Dr. Proctor emphasized the need to revisit the feasibility study, particularly the classroom's role.

Member Johnson asked if they could proceed with voting on the fire tower only next week, but Dr. Proctor stated that this will be moved from the agenda entirely.

The discussion will return to the Board in January, focusing on the classroom's role and its costs.

The third presentation was introduced by Rob Galick. He explained there are a few items that require approval at next week's Board meeting and wanted to provide a deep dive for better understanding of these projects.

Regan Myers, Director Infrastructure Services, outlined Harper College's objectives to centralize and integrate our data systems. The scope of work includes building a comprehensive data strategy solution to manage data from multiple, disparate sources (Banner, Fusion, Destiny) for operational reporting and data analytics.

Dr. Anna Strati, Director of Institutional Research, identified current challenges including the fragmented data systems and disconnected data and the opportunities this Data Warehouse and Analytics Solution will provide. Disconnected data points mean we might miss critical opportunities to provide targeted interventions and support. Additionally, manual data extraction and reporting remain time-consuming and prone to errors, reducing the agility in responding to institutional needs.

Streamline reporting by providing real-time access to integrated data, breaking down data silos, and improved data accuracy will be key benefits. Lastly, by prioritizing compliance and security, we can safeguard sensitive information, maintain regulatory compliance, and mitigate risks.

Amanda Duval-Norwood, Chief Human Resources Officer, went on to explain how Harper College plans to leverage data analytics to

drive meaningful outcomes, including consolidating data into one place for unified personnel records. Users will be able to create their own dashboards, with information that is currently manually tracked. With Oracle Fusion HCM Analytics, the College gains ready-to-use insights that help improve decisions in recruiting, talent acquisition and management, compensation, workforce diversity and more.

Member Dowell asked about the costs. Mr. Galick shared HCM Analytics cost is \$65,516 and the Data Warehouse and Analytics Solution cost is \$526,000. Member Dowell also emphasized integrating these tools into day-to-day operations for all employees.

Mr. Galick stated the importance of uniting the systems across the institution to improve functionality and believes there will be a significant ROI.

Dr. Proctor highlighted the transformation of information management, especially addressing the issue of two separate systems not communicating.

Member Dowell asked about the resources that would staff the project. Dr. Myers clarified that no new staff would be needed, as Harper already has staff involved in similar projects who would be reassigned to this one.

Member Mundt questioned if a competitive analysis was done. Ms. Myers explained that a variety of products were evaluated, aiming to reduce the number of systems and build on Oracle Fusion/Cloud. She also explained that the selection of Baker Tilly was based on an RFP process conducted about a year ago.

For the final presentation, Darlene Schlenbecker, Vice President of Planning, Research and Institutional Effectiveness, spoke on the third Strategic Planning dialogue session. This session focused on the changing landscape of the community.

The college is pleased with the level of engagement and response, with over 250 survey respondents within a week. The survey asked the campus, community, and students about priorities for the Strategic Plan.

Highlights from the third dialogue session included:

- Demographics and Community Challenges: Member Hill emphasized the importance of understanding local demographics. She stated that the session shed light on the opportunities for collaboration with community organizations that can provide resources. Harper College plays a key role in convening stakeholders and addressing these issues.

- o Mental Health: Member Stack highlighted the urgent need to address mental health, calling it a wake-up call. She praised the process, and the insights shared.
- o Student Success: Chair Kelley emphasized the need for continued focus on improving student success, urging a collaborative effort to move the needle further.

Member Dowell appreciated the enthusiasm of the panelists. The session was seen as rich and productive, with a focus on how the college can continue to address critical community issues and improve student outcomes.

Jeff Julian reviewed the December Board Packet.

One question was raised – Member Johnson asked for the rationale of the extended 6-month contracts for Jeff Julian, Chief of Staff/Vice President of External Affairs and Dr. Michelé Smith, Vice President Workforce Solutions. Dr. Proctor explained that when Dr. Maria Coons retired in June, she divided Dr. Coons' role. Dr. Smith and Mr. Julian's contracts were on a 6-month trial basis in order to ensure they could take on the additional capacity to their roles. They have successfully completed the 6-month trial and are now being extended another 6 months with their new responsibilities becoming permanent.

FORMAL ACTIONS

Member Dowell moved; Member Mundt seconded to enter closed session at 6:45 p.m. to discuss OMA section 2(c)(1): The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body..., and OMA section 2(c)(11): Litigation.

Closed session began at 6:51 p.m., with Student Trustee Lei entering at 6:55 p.m.

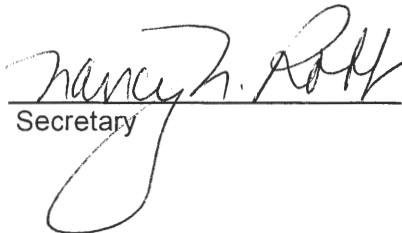
Member Hill motioned; Member Johnson seconded to adjourn the closed session and re-enter the regular meeting at 7:07 p.m. In a roll call vote, the motion passed unanimously.

ADJOURNMENT

Member Johnson moved, Member Stack seconded, adjournment at 7:08 p.m.

In a voice vote, motion carried.


Chair


Secretary