

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, August 16, 2023

CALL TO ORDER

The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Kelley on Wednesday, August 16, 2023, at 6:00 p.m. in the Wojcik Amphitheater.

Member Dowell led the Pledge of Allegiance.

ROLL CALL

Present: Student Trustee Kei Smith (arrived 6:04 p.m.), Members Greg Dowell, Nancy Robb, Pat Stack, Herb Johnson, Diane Hill, Walt Mundt, and Bill Kelley.

Absent: None.

Also present: Nikolay Arcos, Network Specialist; Deena Ata, Academic Advisor; Brittany Barber, Manager - Cultural Center; Dr. Yolonda Barnes, Dean, Business and Social Science; Mike Barzacchini, Director Marketing Services; Dr. Michael Bates, Associate Provost Curriculum and Instruction; Daniel Bertelsen, Technical Support Specialist; Amber Blake, Manager, Internal Communications; Laura Brown, Vice President and Chief Advancement Officer; Tony Butler, Director of Risk Management; Dr. Scott Cashman, Senior Manager - Community, Career and Corporate Education; Tom Cassell, Senior Manager Business Development; Meg Coney, Administrative Coordinator; Dr. Maria Coons, Vice President of Strategic Alliances and Innovation/Board Liaison; Dr. Kathy Coy, Director of Institutional Research; Dr. Megan Dallianis, Interim Associate Provost, Student Success; Sarah DeMay, Coordinator - CRM; James Dohnal, Technical Support Specialist; Amanda Duval, Chief Human Resource Officer; Rob Galick, EVP Finance and Administrative Services; Bob Grapenthien, Controller; Dr. Rita Gura, Interim Dean Health Careers; Erika Hartman, Administrative Coordinator; Mary Kay Harton, Dean of Students; Dr. Joanne Ivory, Interim Associate Provost & Dean Career and Technical Programs; Jeff Julian, Chief of Staff; Dr. Amy Kaminski, Faculty; Rick Kellerman, Network Specialist; Michael Magee, Academic Advisor; Dawn McKinley, Faculty; Matt McLaughlin, Associate Dean, Student Success Initiatives, Director of Title III; Nancy Medina, Executive Director of Facilities Management; Cindy Miller, Faculty; Nannette Nefczyk, Analyst - Security and Business Continuity; Bob Parzy, Associate Provost Enrollment Services; Kim Pohl, Director of Communications; Kimberley Polly, Dean Mathematics and Science; Dr. Avis Proctor; President; David Richmond, Faculty; Jaime Riewerts, Dean Liberal Arts; Jace Robinson, Faculty; Alex Santana, Technical

Support Specialist; Mitesh Shah, Technical Support Specialist; Victoria Singer, Project Manager 3; Dr. Michelé Smith, Vice President of Workforce Solutions; Steven Titus, Faculty; Darice Trout, Senior Director - Workforce Solutions and Job Placement; Wanda Ward, Coordinator Perkins Grant; Dr. Markenya Williams, Faculty; Dr. Ruth Williams, Provost; Riaz Yusuff, Chief Information Officer; Heather Zoldak, Associate Executive Director of Foundation/Major Gifts.

Guests: David Bergman, HCAFA; Phil Gerner, Robbins Schwartz.

### AGENDA APPROVAL

Member Hill moved, Member Dowell seconded, approval of the agenda.

Ayes: Members Greg Dowell, Nancy Robb, Pat Stack, Herb Johnson, Diane Hill, Walt Mundt, and Bill Kelley.

Nays: None.

Motion carried. Student Member Kei Smith advisory vote: aye.

### PRESENTATION

Meet Dr. Ruth Williams,  
Provost

Dr. Proctor introduced Dr. Ruth Williams, Harper's new provost, who brings a great level of energy and focus to the role and asked that she share a bit about her academic and professional preparation, who she is as a leader, and how she plans to approach lifting up the Harper student success agenda.

Dr. Williams thanked Dr. Proctor and the Board of Trustees for providing the space to share a bit about herself and how she is prepared to strategically lead academic and student affairs. Her success as a leader is due to the teams and relationships she has built and the people she has had the pleasure to work with to advance the mission of an institution. Her professional and academic experiences have prepared her for this position and to be part of the vision for student success.

She earned a bachelor's in science degree from the UW-Stevens Point with the plan to become a zookeeper; however, she did not feel mentally challenged, so she graduated without a defined career path. About two years after graduating, one of her undergraduate professors notified her of a graduate position at UW-Madison that may be of interest.

In her second year in graduate school, she had the opportunity to teach and fell in love with it. She left graduate school after earning a Master of Science in Veterinary Physiology. Twenty-three years later, she earned her Doctorate in Education in Community College Leadership from Ferris State University.

After earning her master's degree, she moved to Illinois and worked full-time as a researcher for Northwestern Medical school, while teaching part-time at Barat College in Lake Forest. She then became a full-time instructor in the Wisconsin Technical College System. Next was Oakton College where she spent 21 years of her higher education career. She was a Professor of Biology and taught anatomy and physiology for 13 years. Three of those years she was also the Biology Department Chairperson. She entered higher education administration as Dean of Science Health Careers, then became the Dean of Curriculum and Instruction and shortly after that added the title of Assistant Vice President for Academic Affairs.

Dr. Williams strives to be a transformational, authentic, relational, servant-leader. She uses data to inform processes and decisions. She endeavors to continue to embrace social justice and cultural humility by centering equity, diversity, and inclusion in processes, procedures, and programming.

She noted that her top priorities for her first 90 days are to explore and understand the Harper College culture, build relationships and community, and assess the functions and organizational structure of Academic and Student Affairs. She will achieve this by building relationships as she meets with and tours different areas of the college. She plans to hold "Dialogue and Donuts with the Provost" sessions this year to talk about the different organizational goals within the provost's area. She is also planning informal one-on-one meetings with faculty and staff from her area. She asked her leadership team to provide opportunities for her to get to know their teams throughout the year and stay engaged with them through department/division meetings or other ways. For faculty, she would like to build relationships while learning about their expertise, their professional learning, and how they support students every day. For staff, she wants to understand their expertise and how they support the student experience. She looks forward to engaging with the community, the school districts, community-based organizations and industry and business partners.

Dr. Williams mentioned Dr. Arthur Levine's keynote speech at the President's Address, where he spoke of the various challenges that Harper will face and that it is important to consider how Harper weaves itself into the community. She is assessing the functions and organizational structure of the provost's area and wants to update the structure to ensure that it is inclusive of student and community needs, that it addresses innovation, employee advancement opportunities, and succession planning.

Her arching goal is to lift up and center the You Matter, We Care culture and the associated SOAR framework of student success. This framework addresses a student's flight at Harper; as they start engaging with Harper, as they choose Harper, as they learn and grow socially and academically, and as they transition to their next step.

She plans to achieve this with the goals set for her area which are cascading from the strategic and operational plans. This will include culture in the three areas of student experience: Care: Core Values, Inclusion and Sense of Belonging, and Services and Resources. The first year looks at student experience and then planning for students' post Harper success.

Dr. Williams, along with faculty, and staff will create learning environments in and out of the classroom, which are inclusive and create a sense of belonging and ensure services and resources are available and are unavoidable and center on the student experience. They will increase access by removing life and structural barriers, create flexible learning modes, and expand dual credit opportunities. They will also improve retention, persistence, course success, and credit momentum through the Path to Success which identifies key strategies within a student's first year that ensures their success at Harper. They will also identify and develop academic programs that address emerging labor markets and keep Harper College relevant in an increasingly competitive education and training market. They will maintain existing beneficial partnerships with community-based organizations and industry and business partners and develop and nurture new ones to support students holistically and ensuring to stay relevant. Lastly, they will ensure that Harper is creating programs and opportunities that create pathways that lead to family sustaining wages.

Trustees shared how pleased they are to have Dr. Williams join the Harper team and enjoyed learning about her plans and commitment to the You Matter, We Care framework.

#### STUDENT TRUSTEE REPORT

Student Trustee Smith reported that with beginning of the semester approaching, students have been finalizing their course selections, making appointments with their advisors, and touring campus to familiarize themselves with the classrooms. For some, this will be a return to the Harper community, and for others, a new step in their educational journey as they enroll in college.

Regardless of where students are in their education, new students and returning students alike can look forward to opportunities to find a community at Harper. Some of the welcome events planned include welcome wagons and tables, which will help students find classrooms

and events, BINGO with the Buddy System, tie-dye in the quad, and the International Students' Reception. Students can also look forward to movie nights and an outing to see the musical Hamilton, as well mini-golf and dancing at Neon Night.

Student Trustee Smith highlighted one of the sustainability initiatives on campus that came to fruition during the summer session. She took an independent summer research course with Professor Julie Ellefson. It has been a goal of hers and many staff and students on campus to create a community garden. In the spring, through the combined Chemistry and Ethics courses she took with Professor Ellefson and Professor John Garcia of the Honors Program, also known as a Learning Community course, their class was able to build two garden beds next to the compost bins by Building D.

She chose to help continue these efforts with her independent research course, and since then has expanded to five garden beds and a new shade garden in the inner campus by building Z made up of native plants.

The hope is to expand the gardens to include the Early Childcare Center students with garden activities, donate fresh vegetables harvested to the Hawks Care Resource Center, and allow clubs and departments on campus to have their own plots to manage and grow. She is extremely excited to see this initiative expand and thanked Professor Ellefson, and her classmate Sophia, who went above and beyond in planning and research, and Billy Maloney, Roads and Grounds Manager, who allowed the garden expansion.

Student Trustee Smith highly encourages staff, faculty, and Board members to visit these gardens, as tours can be provided to show the progress of the garden. She emphasized how important they are in keeping initiatives like this alive, and she hopes to see this become a way for more students, faculty, staff, and the community to create stronger bonds with each other while bringing more life to Harper.

#### FACULTY SENATE PRESIDENT'S REPORT

Faculty Senate President Richmond began by noting that with the start of the semester upon them, faculty are back on campus and have a very busy week of in service and informational meetings. They are extremely excited to have students back next week. Faculty are ready to begin the semester and are thrilled to have Dr. Williams as their new provost to lead them in the right direction.

#### PRESIDENT'S REPORT

Dr. Proctor began by sharing how excited she is for the fall semester and reflected on the connections and exchanges that took place at the President's collegewide meeting hosted in the Foglia Foundation Health

and Recreation Center (Building M). Faculty and staff enjoyed breakfast and perused Harper's marketplace of 40 plus tables where individual departments showcased what they're doing to support students. It was a wonderful, engaging meeting with keynote, Dr. Arthur Levine, who is the author of *The Great Upheaval: Higher Education's Past, Present and Uncertain Future*, which examines the higher education landscape and the challenges being faced as they navigate transformational change unlike any since the First Industrial Revolution

Dr. Proctor noted that Dr. Levine was enlightening, inspirational, and engaged faculty and staff with his talk and question and answer session. He also generously spent time with the Executive Cabinet and Faculty Senate Executive Committee leadership teams in a discussion later that afternoon. From these exchanges, Harper now has a better sense of the challenges and opportunities before them, and they will move forward together and strategize and execute for a resilient future.

At the collegewide meeting, Dr. Proctor also shared and celebrated several successes within the student success and equity agenda. Most notably, the 43.7% graduation rate is the highest in Harper College's history. We are also exceeding goals to close equity gaps by 20% on four measures: Developmental Math gap for Black students; Developmental Math gap for Latinx students; Fall-to-Fall Persistence gap for Black students; and Developmental Writing gap for Black students. This is a testament to the dedication of faculty and staff to making sure students experience the You Matter, We Care SOAR framework in every aspect of their Harper journey. There is still much work to be done to ensure Harper College is a hub of learning and economic mobility, so students go onto obtain life-sustaining careers and Harper's communities flourish and thrive.

She stated that fall enrollment is showing an increase over last fall. As of today, total FTE (CE and credit) is up 3.9%, tuition-bearing FTE is up 3.1% and headcount is up 3.7%.

Dr. Proctor also shared that our research indicates that when students accomplish certain milestones in their first year, they are more likely to succeed, persist and complete, highlighted in the Student Success presentation. Harper will also rely on Dr. Tamara Johnson, Vice President – Diversity, Equity and Inclusion, and Jeff Julian, Chief of Staff and Legislative Affairs Liaison, to inform the student success and equity agenda as they participate in the Aspen Institute's 2023 Rising Presidents Fellowship. They look forward to hearing about what they learn that will help Harper refine their practices to advance student success and organizational excellence.

She thanked the Barrington Area Chamber of Commerce Women's Business Network for naming her one of their Outstanding Women Leaders in the category of Mentorship and Education.

Dr. Proctor noted that the 2023-2024 academic year is off to a great start and promises to be another year of learning and professional growth for students and the community to thrive. Harper's Access and Disability Services unit just celebrated 50 years and their impact ensures an inclusive and accessible environment for students.

In response to Trustee Johnson, Dr. Proctor provided Harper's gross FTE at 8,186.

Trustees emphasized that news of the graduation rate at 43.7% is absolutely outstanding and a wonderful way to start the year.

## STUDENT SUCCESS REPORT

### Path to Success

Dr. Proctor asked Dr. Megan Dallianis, Interim Associate Provost of Student Success, and Matt McLaughlin, Associate Dean of Student Success Initiatives, to talk about the new concept coined Path for Success which identifies strategies in a student's first year that leads to substantially higher graduation rates.

Mr. McLaughlin introduced the Path for Success which consists of five strategies within a student's first year that led to being three times more likely to graduate. He provided background information that led to the creation of the path in the presentation. It was around this time last year that the group of students who started in fall of 2019 were completing the three-year period used to measure graduation rates. That cohort achieved the 43.7% graduation rate which is the record highest recorded graduation rate in Harper's history, a six-percentage point increase from the year earlier for students who began in fall 2018. Surprisingly, the fall 2019 cohort spent the majority of their time at Harper during an unprecedented pandemic and they had the same first year persistence rates as those from the Fall 2018 group. Since there was no difference in first year persistence rates among the fall 2018 and fall 2019 groups, they began to research why the fall 2019 cohort attained that record graduation rate. A study by the Community College Research Center of Columbia University highlighted the idea of early momentum measures, if met, propel students toward completion. It was that concept that explains how the fall 2019 cohort fared in achieving momentum metrics. They examined five key momentum metrics: Select Major/Program of Study, Develop a Personalized Academic Plan, Pass Start Smart, Complete ENG 101 and College MTH, and Attain Credit Momentum. For example, data reveals that those students who have a major/program of study selected have a 44% graduation rate, compared to 31% of students who remain undecided at the end of the

first semester. The final two metrics are highlighted by the Community College Research Center where graduation rates increased to 60 and 70% emphasizing how powerful these are.

He also shared that these metrics are part of the SOAR momentum dashboard that is available on the Harper Portal, where users can visualize the impact of meeting or not meeting these momentum points and beyond. These metrics provided valuable insight into determining that the fall 2019 cohort had an upsurge in graduation rates because over 25% achieved all five momentum points, which was aided by the following changes. Fall 2019, Harper introduced a policy requiring new students to engage in a Start Smart course and it was the first semester Harper began accepting high school GPAs for math placement which gets more students into college-level math right away. In Fall 2019, they also welcomed their Promise scholar students for the first time on campus, where they have an eligibility requirement to maintain 15 credits per semester. Further, their case management advising model was beginning to hit its stride that year. While doing this evaluation of graduation rates and the effect of meeting these momentum metrics, the importance of emphasizing these momentum points with new students emerged, so they integrated them into the Path for Success.

Mr. McLaughlin explained that the Path for Success demonstrates the power and impact when students satisfy all five metrics. He then introduced Dr. Dallianis to provide more detail about each of the five metrics, including how they align to existing institutional priorities and how they are creating the conditions that will maximize opportunities for students.

Dr. Dallianis shared that although they have been providing support around these metrics individually, they are now modeling them together both internally and student facing. The three first semester strategies are aligned, and they put measures in place to increase the number of students who are engaging in the Start Smart or First Year Seminar course. First Year Seminar is the largest Start Smart option, and it is designed to meet students where they are and develop college skills. They implemented a flag that is raised in the Starfish system when students do not log into Blackboard in their first week of class, which then triggers outreach to help students. Start Smart course instructors also direct students to meet with their assigned advisor to develop a personalized academic plan and provide career development support, which is a learning outcome of the course.

She added that students who enter Harper and are undecided on a program of study are assigned an academic advisor in the Center for New Students who provides intentional career development support



throughout the first semester. Moving on to the strategies that span the entire first year, supporting students through their gateway English and math courses is also critical. Evidence shows that successful completion of these courses is a strong indicator of overall student success. The Illinois Developmental Education Reform Act has provided supports and accountability around creating pathways for students to complete their college-level math and English within their first year. Harper links developmental math courses with a First Year Seminar class, having both taught by math instructors so that they can provide some contextualized success strategies to students.

Dr. Dallianis noted that they found encouraging strong credit attainment per year was another important strategy which is also an institutional effectiveness measure. Having students take 12 credit hours per semester for full time or six credit hours for part-time students helps them stay on track, build momentum, and avoid potential disruption to their college experience. The college is also adapting modalities to meet student needs post pandemic and ensure courses are accessible. They also have a differentiated/stratified advising case management communication plan that includes, for example, messaging students to nudge them to take that one additional course or to reinforce by providing kudos for enrolling in those 12 credit hours that semester.

She stated that the Path for Success launched last month and intentionally markets the five strategies as a package introducing the new concept through postcards, electronic educational planning templates that auto populates, developing internal awareness through advising and other student facing areas, including faculty through new employee, and faculty orientation programming.

Dr. Dallianis stated that they are making connections with other initiatives that align with these five strategies, such as the new advising program designed to support students of color. They found that when students of color engage with these five strategies, it reduces those gaps in graduation rates. They are also working with the EPIC, a great new program which provides additional wraparound support to get students through their English sequence. This year we will be engaging first year students with the Path to Success, in an effort to close equity gaps.

In response to Trustee Robb, Dr. Dallianis stated that Harper does offer some developmental courses in the summer; however, many students engage closer to the first semester making it too late to attend a summer course therefore taking the development course in the fall.

In response to Trustee Robb, Mr. McLaughlin stated that their current success rate in developmental classes is 50% and students may engage in the co-requisite model allowing them to take a gatekeeper course immediately.

In response to Trustee Robb, Dr. Proctor stated that there will be a presentation on what Harper has been doing statewide in terms of the Illinois Developmental Education Reform Act.

In response to Trustee Johnson, Mr. McLaughlin explained that as a result of the partnership with the high school faculty, the number of students needing developmental courses has greatly decreased.

In response to Trustee Dowell, Mr. McLaughlin explained that the metrics selected were based on initiatives that were part of a Department of Education grant and the findings from the Community College Research Center on early momentum measures.

In response to Trustee Mundt, Dr. Proctor mentioned the momentum dashboard has 25 metrics you can select from to review the data.

Trustees thanked Mr. McLaughlin and Dr. Dallianis for an impactful presentation with phenomenal results where the passion and commitment to move the needle is inspiring.

#### HARPER EMPLOYEE COMMENTS

There were no Harper employee comments.

#### PUBLIC COMMENTS

There were no public comments.

#### CONSENT AGENDA

Member Dowell moved, Member Mundt seconded, approval of the Consent Agenda.

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

Ayes: Members Greg Dowell, Nancy Robb, Pat Stack, Herb Johnson, Diane Hill, Walt Mundt, and Bill Kelley.

Nays: None.

Motion carried. Student Member Kei Smith advisory vote: aye.

The Consent Agenda included:

The minutes for June 14, 2023 Committee of the Whole meeting, June 21, 2023 Board of Trustees meeting; accounts payable; student disbursements; payroll for June 2, 2023, June 16, 2023, June 30, 2023 and July 14, 2023; estimated payroll for July 28, 2023 and August 11,

2023; bid awards; requests for proposals; purchase orders; personnel actions; Board travel; approval of travel expense exceptions; Proposed Revisions to Academic Calendars 2024-2025 and 2025-2026; monthly financial statements; Board committee and liaison reports; grants and gifts status report; review of consortiums, cooperatives and State of Illinois contracts purchasing status report, July Consent Agenda Items Previously Approved; as outlined in Exhibits X-A.1 through X-B.5.

Minutes June 14, 2023, Committee of the Whole meeting, June 21, 2023, Board of Trustees meeting.

Fund Expenditures	Accounts Payable	\$13,701,648.13
	Student Disbursements	\$1,054,632.08

The payroll of June 2, 2023 in the amount of \$2,931,262.55; June 16, 2023 in the amount of \$3,375,683.92; June 30, 2023 in the amount of \$3,544,972.63 and July 14, 2023 in the amount of \$3,436,664.17; estimated payroll of July 28, 2023 in the amount of \$3,450,000.00 and August 11, 2023 in the amount of \$3,450,000.00.

- Bid Awards
- Ex. X-A.3.a    Accept bid and award contract for third-party evaluation services for the U.S. Department of Labor Strengthening Community Colleges Training Grant to Measurement Incorporated (MI), for services August 2023 through February 2027, vendor selected based on the criteria established in the request for proposals in the total amount of \$79,422.00 as provided in the SCC3 Training Grant Program budget.
  - Ex. X-A.3.b    Accept bid and award contract to purchase digital media on behalf of Harper College to MoreVisibility, Inc., initial term of the contract will be for (3) years, with an option to renew for (2) one-year renewals. Vendor selected based on the criteria established in the request for proposals in the total amount of \$153,859.00 over the term of the contract is provided in the Education Fund to pay for commissions and professional services. The actual advertising costs will be included in other contracts and will be funded by the Education and Restricted Purposes Funds.
  - Ex. X-A.3.c    Accept bid and award contract to purchase traditional mass media on behalf of Harper College to Marketing Partnerships International, Inc. (MPI), initial term of the contract will be for (3) years, with an option to renew for (2) one-year renewals. Vendor selected based on the

criteria established in the request for proposals in the in the amount of \$26,000 over the term of the contract are provided in the Education Fund to pay for commissions and professional services. The actual advertising costs will be included in other contracts and will be funded by the Education and Restricted Purposes Funds.

- Ex. X-A.3.d Accept bid and award contract for the Building B Central Steam Boiler Plant Upgrade Project to Kroeschell Engineering Co. Inc., as the lowest responsible and responsive bidder in the total amount of \$5,090,907.00 including a base bid of \$4,598,008.00, 10% construction contingency of \$459,801.00, fees for additional sanitary sewer work (Legat) of \$8,470.00, fees for additional demolition work (Grumman Butkus) in the amount of \$24,628.00, as provided in the Operations and Maintenance (Restricted) Fund and the Operations and Maintenance (Unrestricted) Fund Budgets.
- Ex. X-A.3.e Accept bid and award contracts for the following constructions projects for the Building B HCPD Renovations Project: General Trades – Byford Construction, Inc. for \$21,420.00, Painting – Pepper Construction SPG for \$6,500.00, Flooring – Douglas Floor Covering for \$9,750.00, HVAC – The YMI Group Inc. for \$24,700, Electrical – Associated Electrical Contractors LLC for \$8,900.00 and remaining project cost allowances of \$78,957.00, as provided in the Operations and Maintenance (Restricted) Fund budget and Building B Harper College Police Department (HCPD) Renovations Project budget.
- Ex. X-A.3.f Accept bid and award contract for the Building E Film Screening Classroom Lab Addition to Stuckey Construction Company Inc., as the lowest responsible bidder in the total amount of \$2,729,100.00 including a base bid of \$2,481,000.00, and 10% construction contingency of \$248,100.00, as provided in the Operations and Maintenance (Restricted) Fund budget and contained in the Building E Film Screening Lab Addition budget, Building E HVAC Replacement Project budget, and Building E Sprinkler Piping Redundant Heat Project budget.
- Ex. X-A.3.g Accept bid and award contract for Buildings I and J concrete spandrel beam repair project to Western

Specialties Contractors, as the lowest responsible and responsive bidder in the total amount of \$105,589.00 including a base bid of \$95,990.00, and 10% construction contingency of \$9,599.00, as provided in the Operations and Maintenance (Restricted) Fund budget and contained in the Buildings I and J Concrete Spandrel Beam Repair Project budget.

Ex. X-A.3.h Accept bid and award contract for professional services for Buildings B and P electrical upgrades to DBH-20/10 Joint Venture, as the best qualified to complete this project in the total amount of \$53,600.00 including a base fee of \$52,000.00, and reimbursables (estimate) of \$1,600.00 as provided in the Operations and Maintenance (Restricted) Fund budget and contained in the Building B Building B Motor Control Center Replacement budget and the Building P Electrical Branch Circuit Panelboard Upgrades project budget.

Request for Proposals

Ex. X-A.4.a There are no requests for proposals this month.

Purchase Orders

Ex. X-A.5.a Approve a purchase order to Ram Mechanical Services for the emergency replacement of a high-pressure steam safety relief valve in Building M, in the amount of \$52,752.00, as provided in the Operations and Maintenance (Restricted) Fund budget. Bidding process waived under the provision of 110 ILCS 805/3-27.1(m) for emergency purchases.

Ex. X-A.5.b Approve a purchase order to Hilltop Condominium Association for Harper Professional Center's portion of the annual condominium association dues for common area maintenance, in the amount of \$434,428.17, as provided in the Operations and Maintenance Fund budget.

Ex. X-A.5.c Approve a purchase order to utilize funds from the Student Success Initiatives surplus reserve fund to endow Foundation scholarships for InZone participation for lower-income participants, in the amount of \$200,000.00, as provided from the Restricted Purposes Fund budget and will be transferred to the Educational Foundation.

Ex. X-A.5.d Approve a purchase order to Kastech Software Solutions for Oracle Fusion services and staff augmentation, in the

amount of \$100,000.00, as provided by the Education Fund and will be used on a time and material basis.

## Personnel Actions

### Appointments

Stephanie Boyle, Faculty, Instructor - Level 7 (Physical Therapy), Health Careers, 8/15/2023, \$56,164.00/year

Claudia Lopez Heinrich, Faculty, Instructor - Level 7 (Adult Education), Career and Technical Programs – AED, 8/15/2023, \$56,164.00/year

Rachel Hemm, Professional/Technical, Auxiliary Events Technical Director, Events Management, 7/31/2023, \$58,000.00/year

Eric Wiebe, Professional/Technical, Program Coordinator P/T, Community Education, 7/3/2023, \$57,304.00/year

Moises Fierro Estrada, IEA/NEA, Custodian-3rd shift, Operations Services, 7/9/2023, \$32,510.00/year

Jesus Perez, IEA/NEA, Custodian-3rd shift, Operations Services, 7/9/2023, \$32,760.00/year

Gregory MacMorran, ICOPS, Community Service Officer II, Harper College Police Department, 7/9/2023, \$41,600.00/year

Sandra Marchetti, Supervisory/Management, Assistant Manager - Academic Support Center, Academic Support Center, 7/10/2023, \$62,532.00/year

Diane Boldt, Professional/Technical, Career Pathway Navigator, Strategic Alliances and Innovation, 7/10/2023, \$54,461.00/year

Oswaldo Hernandez, IEA/NEA, Set Up Crew Member, Operations Services, 7/10/2023, \$33,821.00/year

Ogden Fitzgerald, ICOPS, Community Service Officer II, Harper College Police Department, 7/16/2023, \$45,760.00/year

Jacob Demos, Professional/Technical, Research Analyst, Institutional Research, 7/17/2023, \$59,000.00/year

### Position Changes

Patrick Colbert, Professional/Technical, Box Office Coordinator/ID Office, Events Management, 7/31/2023, \$52,000.00/year

Anllanet Guzman-Beltran, Classified Staff, Testing Center Coordinator, P/T, Assessment Center, 7/31/2023, \$30,582.00/year

Mary Lynn Mackin-Petty, Classified Staff, Administrative Assistant, Interdisciplinary Student Success, 7/31/2023, \$43,875.00/year

Lindsey Manley, Classified Staff, Administrative Secretary, Hawks Care Resource Center, 7/31/2023, Replacement, \$40,599.00/year

Michele Ottenfeld, Supervisory/Management, Accountant, Accounting Services, 7/17/2023, \$59,182.50/year

Brian Collins, Supervisory/Management, Manager - One Stop Center, One Stop Center, 7/3/2023, \$75,000.00/year

Michael Shaw, Supervisory/Management, Director-CRM Operations, Enrollment Services, 7/3/2023, \$98,713.00/year

Mayron Cobo, Classified Staff, Admissions Data Steward, Admissions Processing, 7/3/2023, \$39,546.00/year

### Separations

Patricia Ferguson, Faculty, Professor, Liberal Arts, 5/31/2023, Retirement, 30 years 9 months

Lenuta Manu, Faculty, Instructor, Health Careers, 7/31/2023, Resignation, 1 year  
 Agnes Szemborski, Supervisory/Management, Manager - University Center & Transfer Partnerships, Enrollment Services, 7/31/2023, Resignation, 16 years 9 months  
 Employee #23395, Professional/Technical, Coordinator - Veteran's Center, Student Engagement, 7/31/2023, Did not pass probation, 1 month  
 Erick Flores, Professional/Technical, Assistant - AED Student Services, Career and Technical Programs – AED, 6/30/2023, Resignation, 3 years 4 months  
 Kimberle Corbin, Classified Staff, Studio V Associate, P/T, Career and Technical Programs, 7/27/2023, Resignation, 5 months  
 Kumran Lee, Classified Staff, Clerk-Receptionist, P/T, Assessment Center, 7/31/2023, Resignation, 5 months  
 Employee #23266, Classified Staff, Receptionist - Office Assistant I, P/T, Job Placement Resource Center, 7/31/2023, Did not pass probation, 3 months

Board Travel	Approval of travel related charges for the Board of Trustees, as presented in Exhibit X-A.7.
Travel Expense Exceptions	There were no Travel Expense Exceptions.
Proposed Revisions to Academic Calendars 2024-2025 and 2025-2026	Approval of the recommendation to revise the academic calendars for 2024-2025 and 2025-2026 to include an updated spring 2025 and spring 2026 graduation date, as presented in Exhibit X-A.9.
Monthly Financial Statements	Review of monthly financial statement as outlined in Exhibit X-B.1.
Board Committee and Liaison Reports	<p>Alumni Liaison Report: Member Stack reported that on July 20 Harper College alumni and friends gathered for “Alumni Night” at the Harper Music Department’s Outdoor Music series. The concert featured performances by Harper Guitar alumni. Over 100 guests, including many alumni attended. Harper College Alumni Relations hosted a tent for alumni to connect. Then alumni ensemble was led by Harper Guitar faculty and Harper alum Steve Vazquez.</p> <p>The Harper College Distinguished Alumni Awards will be held on Thursday, October 19, 2023, at 6 p.m. at Wojcik Conference Center. The event celebrates alumni for their contributions, achievements, and impact they have made in their careers and within the community.</p> <p>Outstanding Recent Alumni Award Honoree:</p> <ul style="list-style-type: none"> <li>• Jennifer Mephram, MSN, BS, RN, CHSE, System Simulation Education Specialist, Advocate Aurora Health</li> </ul>

## Distinguished Alumni Award Honorees:

- Veronica Gott, Director, English Learner Program, Township High School District 214
- Doryce McCarthy, President, OMNI Youth Services
- Kari-Ann Ryan, Director of Marketing and Development, Mid-West Moving and Storage
- John Schippman, Vice President of Content, Sports, NBCUniversal Local, Chicago

Foundation Liaison Report: Member Hill shared that as of Friday August 11 the Inspire Campaign surpassed the Campaign Goal of \$30 million. The new amount is \$31,835,089.80 with 56 new scholarships. They recently received a \$1 million pledge from Rita and John Canning for the Women's program and the Pepper Family established a new scholarship for degree and certificate students.

Laura Brown, Vice President and Chief Advancement Officer has announced her retirement. Her last day will be January 2, 2024. The Board congratulated her for her achievements at Harper and noted it has been a wonderful ten years and they look forward to celebrating with her this fall.

The Foundation Board Meeting is scheduled for September 12 and will discuss/approve the following items:

- Consideration of a new board member, Patrick Dominick from Northern Trust Bank
- Review and approval of the annual audit
- Updating and approval of the bylaws
- Review of the board survey

ICCTA/ACCT Liaison Report: Member Kelley reported that he will be attending the executive planning session at Joliet Junior College and giving a couple of presentations in Las Vegas at the ACCT Annual Congress in October.

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.
Review of Consortiums, Cooperatives 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.
July Consent Agenda Items Previously Approved	Personnel Items Exhibit X-B.5.a



Appointments

Kathrine Schumann, Supervisory/Management, Hawks Care Center Manager, Hawks Care Resource Center, 6/5/2023, \$78,000.00/year

Julian Barraza, Professional/Technical, Coordinator of Veteran Services, Student Engagement, 6/6/2023, \$60,000.00/year

Sheila Cheripka, Professional/Technical, Employer Engagement & Job Development Coordinator, Strategic Alliances and Innovation, 6/21/2023, \$62,000.00/year

Cammie Leonard, Professional/Technical, Project Manager, Security and Business Operations, 6/5/2023, \$66,900.00/year

Jake Zabielski, Harper #512 IEA-NEA, Groundskeeper, Roads and Grounds, 6/20/2023, \$42,140.00/year

Position Changes

Robert Hayley, Supervisory/Management, Assistant Controller, Accounting Services, 7/1/2023, \$114,400.00/year

Martha Karavitis, Supervisory/Management, Director - SCC3 Grant Program, Strategic Planning and Alliances, 6/12/2023, \$91,939.00/year

Anne Maurer, Supervisory/Management, Budget and Accounting Services Manager, Accounting Services, 7/1/2023, \$64,272.00/year

Victoria Mineo, Supervisory/Management, Accounts Payable Supervisor, Accounting Services, 7/1/2023, \$55,536.00/year

Jennifer Seifert, Supervisory/Management, Senior Accountant, Accounting Services, 7/1/2023, \$64,881.00/year

Rebecca Willis, Supervisory/Management, Payroll Supervisor, Accounting Services, 7/1/2023, \$70,415.00/year

Magdalena Dolas, Professional/Technical, Grants Administration Manager, Strategic Planning and Alliances, 7/1/2023, \$64,502.00/year

Reyna Espinoza, Professional/Technical, Student Success Coach (grant-funded), Advising Services, 6/5/2023, \$49,964.00/year

Richard Kellerman, Professional/Technical, Network Specialist, Infrastructure Services, 7/1/2023, \$101,101.00/year

David Kobler, Professional/Technical, Network Specialist, Infrastructure Services, 7/1/2023, \$96,363.00/year

Christine Kozlowski, Professional/Technical, Facilities Management Coordinator, Facilities Management, 7/1/2023, \$48,672.00/year

Leland Nolan, Professional/Technical, Simulation and Technology Lab Technician, Health Careers, 7/1/2023, \$49,783.00/year

Ron Serio, Professional/Technical, Senior Information Analyst, Institutional Research, 7/1/2023, \$79,881.00/year

Steve Takai, Professional/Technical, Technical Support Specialist, Security and Business Operations, 6/19/2023, \$95,522.00/year

Angelica Rackow, Classified Staff, Program Specialist - Office of International Education, Interdisciplinary Student Success, 7/1/2023, \$40,053.00/year

Katie Schuetz, Classified Staff, Payroll Specialist, Accounting Services, 7/1/2023, \$55,614.00/year

Separations

Amanda Miramontes-Haro, Professional/Technical, Program Manager-Clinical Affiliation, Health Careers, 6/2/2023, Resignation, 1 year 10 months

Marla Schweikert, Professional/Technical, CPE Program Coordinator, Career and Technical Programs, 6/30/2023, Retirement, 11 years 5 months

Joanne Gorecki, Classified Staff, Registration & Support Services Assistant, Registrar's Office, 6/30/2023, Retirement, 28 years 5 months

Sean Gibbons, Harper #512 IEA-NEA, Custodian, Operations Services, 6/15/2023, Resignation, 1 month

Rodney Ramey, Harper #512 IEA-NEA, Campus Setup Crew, Operations Services, 3/22/2024, Retirement, 30 years

NEW BUSINESS

Exhibit XI-A: Public Hearing of the Budget for Fiscal Year 2023-2024 and Budget Adoption

Chair Kelley opened the budget hearing at 6:58 pm and stated the Board has been reviewing the parameters of the fiscal year 2023-2024 budget since the financial workshop in January. Additionally, Mr. Rob Galick, Executive Vice President – Finance and Administrative Services, provided an overview of the FY 2024 budget at the Committee of the Whole meeting and no public comments were received while the budget was publicly displayed.

Chari Kelley asked if there was anyone who wished to speak regarding the budget. There were no public comments.

Chair Kelley closed the budget hearing and reconvened the regular Board meeting at 6:58 pm.

Member Stack moved, Member Johnson seconded, to approve the recommendation to adopt the fiscal year 2023-2024 budget, as outlined in Exhibit XI-A.

Ayes: Members Greg Dowell, Nancy Robb, Pat Stack, Herb Johnson, Diane Hill, Walt Mundt, and Bill Kelley.

Nays: None.

Motion carried. Student Member Kei Smith advisory vote: aye.

Exhibit XI-B: Transfer of Funds from FY23 Budget Surplus

Member Hill moved, Member Stack seconded, to approve the recommendation to transfer surplus funds for current and future initiatives and projects into Restricted Purposes Funds and the Operations and Maintenance (Restricted) Fund, as outlined in Exhibit XI-B.

Ayes: Members Greg Dowell, Nancy Robb, Pat Stack, Herb Johnson, Diane Hill, Walt Mundt, and Bill Kelley.

Nays: None.

Motion carried. Student Member Kei Smith advisory vote: aye.

Exhibit XI-C: Approval of the Board of Trustees' Goals for FY2023-2024

Member Robb moved, Member Dowell seconded, to approve the recommendation of the Board's identified goals for FY2023-2024 to be completed over multiple years. These priorities align with those of the President and are being presented for approval, as outlined in Exhibit XI-C.

Ayes: Members Greg Dowell, Nancy Robb, Pat Stack, Herb Johnson, Diane Hill, Walt Mundt, and Bill Kelley.

Nays: None.

Motion carried. Student Member Kei Smith advisory vote: aye.

Exhibit XI-D: Approval of the President's Priorities for FY2023-2024

Member Johnson moved, Member Mundt seconded, to approve the recommendation of the President's priorities for FY2023-2024 to be completed over multiple years. These priorities are being presented to the Board for approval, as outlined in Exhibit XI-D.

Ayes: Members Greg Dowell, Nancy Robb, Pat Stack, Herb Johnson, Diane Hill, Walt Mundt, and Bill Kelley.

Nays: None.

Motion carried. Student Member Kei Smith advisory vote: aye.

Exhibit XI-E: Approval of a New Social Media Policy (07.23.00)

Member Stack moved, Member Hill seconded, to approve the recommendation of the new Social Media Policy, as outlined in Exhibit XI-E.

Ayes: Members Greg Dowell, Nancy Robb, Pat Stack, Herb Johnson, Diane Hill, Walt Mundt, and Bill Kelley.

Nays: None.

Motion carried. Student Member Kei Smith advisory vote: aye.

Exhibit XI-F: Approval of Collective Bargaining Agreement Contract for Adjunct Faculty

Member Dowell moved, Member Robb seconded, to approve the recommendation of the Harper College Adjunct Faculty Association, IEA/NEA Unit Collective Bargaining Agreement for 2023-2027 as requested by the Board of Trustees, authorizing the Board Chairman and Secretary to execute the agreement, as outlined in Exhibit XI-F.

Ayes: Members Greg Dowell, Nancy Robb, Pat Stack, Herb Johnson, Diane Hill, Walt Mundt, and Bill Kelley.

Nays: None.

Motion carried. Student Member Kei Smith advisory vote: aye.

Communications

There were no communications.

Calendar

Calendar dates are printed on the Agenda for Board information. The next Committee of the Whole Meeting will be Wednesday, September 13, 2023, at 5:00 p.m. in the Wojcik Amphitheater. The next Board of Trustees Meeting will be Wednesday, September 20, 2023, at 6:00 p.m. in the Wojcik Amphitheater.

ADJOURNMENT

Member Stack moved, Member Dowell seconded, to adjourn the meeting.

In a voice vote, motion carried at 7:03 pm.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary