Minutes of the Regular Board Meeting of Wednesday, January 18, 2012

CALL TO ORDER

The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Hill on Wednesday, January 18, 2012 at 6:02 p.m. in the Wojcik Conference Center (Room 214), 1200 W. Algonquin Road, Palatine, Illinois.

Member Canning led the Pledge of Allegiance. Member Kelley was designated Secretary pro temp in the absence of Member Mundt.

ROLL CALL

Present: Members Rita Canning, Greg Dowell, Jim Gallo, Diane Hill, Bill Kelley, Laurie Stone, and Student Member Justin McDermott

Absent: Walt Mundt

Also present: Kenneth Ender, President; Ronald Ally, EVP Finance and Administrative Services; Patrick Bauer, Chief Information Officer; Bret Bonnstetter, Controller; Catherine Brod, Chief Advancement Officer; Phil Burdick, Chief Communications Officer; Maria Coons, Senior Executive to the President; Tom Crylen, Executive Director of Facilities Management; Joan Kindle, Associate Provost; Judith Marwick, Provost; Sheila Quirk-Bailey, Chief of Staff; Diana Sharp, Assistant Provost; Roger Spayer, Chief Human Resources Officer; Mike Alsup; Kenya Ayers; Erin Brooks; Orlando Cabrera; Tom Dowd; Doug Easterling; Njambi Kamoche; Ashley Knight; Margi McGowan; Maria Moten; Mark Mrozinski; Mike Nejman; Sheryl Otto; Larry Price; Michele Robinson; Jim Roznowski; Evelyn Seiler; Doug Spiwak; Dennis Weeks.

Guests: Phil Gerner, Robbins Schwartz Nicholas Lifton and Taylor, Ltd.; Ed Choklek, FGM Architects; Charles Smith, Cannon Design.

AGENDA APPROVAL

Member Dowell moved, Member Stone seconded, approval of the Agenda.

In a voice vote, the motion carried.

PRESENTATION

There was no presentation this evening.

STUDENT TRUSTEE REPORT

Student Trustee McDermott shared his experiences as his last semester at Harper begins, helping direct students to their classes and a few events happening during welcome week. Next week, the Club Expo will be held, offering students opportunities to get involved in the 40 clubs Harper sponsors. There has been a
change in leadership in Student Senate as Kristina Shkruba assumes the presidency from Joel Turnquist. John Carlos, the 1968 Olympian, will be on campus February 23 to talk and to sign his book. McDermott will be attending the ICCB SAC meeting this coming weekend at which they will finalize plans for the rest of the year and the plans for the statewide blood drive to benefit the armed forces blood bank.

**FACULTY SENATE**

**PRESIDENT’S REPORT**

Dr. Tom Dowd announced the Faculty Senate’s support of the administration’s decision to eliminate the football program. He noted the inclusion of Dr. Ron Williams as guest speaker at the semester opening session which added some interesting perspectives on the direction of education. His comments were beneficial to all and started thoughtful conversations on campus.

**PRESIDENT’S REPORT**

**Student Success Report**

Dr. Marwick presented the Recommended Action to the President (RAP), “Beginning in Fall of 2013, all new degree seeking students full or part time will be required to demonstrate ability in English, Reading and Math via either ACT scores, COMPASS (which is the college placement test) scores, and or transfer credit from another university or college. Students who cannot demonstrate ability at the college level upon entry into the college will be required to enroll in at least one appropriate developmental course each semester until all developmental course work is completed.”

Dr. Marwick explained the RAP process; this RAP was submitted by the Assessment and Testing committee in consultation with the Placement for Success Strategy Team, supported by both the Dean’s Council and the Faculty Senate, and recommended by the Provost to the President. The specific change is to require both full-time and part-time students seeking degrees to test for placement in math, reading, and English and then complete any required developmental courses. Previously the requirement only pertained to full-time degree seekers. Data supports this recommendation; research shows that students who completed all of their developmental education requirements by the end of their first year of enrollment were more likely to persist to the second year; and that students who complete their developmental coursework in the first year are just as likely to persist and complete as those students who didn’t need developmental, and that students who choose not to take their developmental courses right away tend not to persist at the institution.

It is being recommended that this be implemented in Fall 2013, in order to allow time for the reconfiguration of the Banner Student System, so testing is required for all degree seeking students and to establish the prerequisite in affected courses. The long term goal is to increase enrollment, persistence, success and completion, although the extra testing requirement may negatively
impact enrollment in the short-term. In conjunction with this recommendation to require developmental education in and of itself might not make much of a difference, but in concert with many of the associated initiatives that we have going on at Harper College we think it will make a difference for students and be another piece in the student success puzzle.

Other student success efforts include high school partnerships, which includes testing high school juniors for placement, dual credit opportunities, and curriculum alignment; accelerated pipeline for developmental courses; tracking and interventions with developmental students; and reconfiguring the new student flow to establish an individual academic plan to reach their academic goal.

In response to member Kelley, Dr. Marwick affirmed that students do not get credit for developmental course toward the 60 hours required for an associate’s degree. There are two developmental courses in English, two in reading and three in math.

In response to Members Canning and Gallo, Dr. Marwick confirmed that the placement test in the high school junior year assesses the need and permits the student to take the required course their senior year so they can enter Harper at the college level. If they place into a college level course, they can earn college credit for the course their senior high school year. This is being done for math at the moment and will be occurring for English and reading in the near future. More opportunities for dual credit are being worked on in addition to the ones already existing. For classes taught at the high school by a Harper prequalified teacher, no Harper tuition is charged and credit is earned.

In response to Member Stone, Dr. Marwick explained the effect on staffing is not yet known and will be assessed as the changes to the flow will affect the way counselors and advisors are working. There are currently 1300 students participating in dual credit courses. Dr. Marwick responded to Member Kelley that for dual credit courses tuition is charged only when they attend at Harper, if the course is conducted at the high school by a prequalified teacher, there is no Harper tuition.

In response to Member Dowell, Dr. Marwick acknowledged that they have been unable to do enrollment modeling or projections of the impact the testing requirement may have. Dr. Ender emphasized that Harper’s enrollment goal is shifting from efforts to just increase FTE to efforts to increase student completion.

Dr. Ender continued with the President’s Report drawing attention to the News and Notes handout which was shared with the staff at the opening session. He noted that enrollment is down at Harper, as it is across the nation at community colleges, Harper’s numbers
reflecting a decrease in the number of courses being taken, not in number of students enrolled. How this will impact the fiscal year budget is being looked at. The Interest Based Bargaining training was conducted on Tuesday in preparation for the negotiations that will be conducted with four bargaining units. He noted Harper encountered its first significant snowfall this season and acknowledged the efficiency of Harper’s Physical Plant staff in successfully addressing it. Dr. Ender acknowledged Cathy Brod’s resignation letter in Correspondence, and thanked her for her 15 years of service as the Educational Foundation administrator. Dr. Ender briefly discussed the difficult decision to end the football program at Harper, and thanked Dr. Dowd for the support of the Faculty Senate in this decision.

HARPER EMPLOYEE COMMENTS
There were no employee comments.

PUBLIC COMMENTS
There were no citizen comments.

CONSENT AGENDA
Member Canning moved, Member Stone seconded, approval of the minutes for December 8, 2011 Special Board meeting, December 14, 2011 Committee of the Whole meeting, and December 21, 2011 Regular Board meeting; bills payable; payroll for December 2, 2011, December 16, 2011; estimated payroll for December 30, 2011; bid awards; requests for proposal; purchase orders; personnel action sheets; financial statements; committee and liaison reports; grants and gifts status report; summary of items purchased from state contracts, consortiums or cooperatives; as outlined in Exhibits X-A.1 through X-B.4 (attached to the minutes in the Board of Trustees Official Book of Minutes).

Accounts Payable & Tuition Refunds $2,193,386.56

The payroll of December 2, 2011 in the amount of $2,004,988.88; December 16, 2011 in the amount of $1,980,166.25; and the estimated payroll of December 30, 2011 in the amount of $1,992,577.57.

Bid Approvals
There were no bids for approval this month.

Requests for Proposal
There were no requests for proposal this month.

Purchase Orders
EX. X-A.5.a Approve issuance of a purchase order to Siemens Medical Solutions for a refurbished Acuson S2000 Ultrasound System to be used for instruction in the Diagnostic Medical Sonography and Cardiac Technology imaging courses, for which funds in the amounts $137,521.00 are provided for in the Restricted Purpose Fund budget.
Personnel Actions

Supervisory/Management Appointments
Michael Mokodanski, Manager, Advanced Asset Technology, Information Technology/Client Services, 01/17/12, $75,000/year

Carolynn Muci, Internal Communication Manager, Office of Communications, 01/30/12, $67,000/year

Chitresh Patel, ERP Systems Technical Manager, Information Technology/Enterprise Systems, 12/19/11, $105,000/year

Classified Staff Appointments
Christina Armatys, Accounts Payable Clerk II, Accounting Services, 12/12/11, $33,150/year

Thomas Buckley, Library Assistant II, p/t, Library Services, 01/03/12, $5,177/year

Lauren Caltagirone, Child Care Assistant, p/t, Business/Social Science- Child Learning Center, 01/09/12, $22,620/year

Grants and Gifts Status Report
Current status of operations 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

Upon roll call of the Consent Agenda, the vote was as follows:
Ayes: Members Canning, Dowell, Gallo, Hill, Kelley, Stone, and Student Member McDermott.
Nays: None
Motion carried.

Dr. Ender took a moment to introduce and welcome Dr. Kenya Ayers as the Dean of Academic Enrichment and Engagement and Carolynn Muci as Harper’s Internal Communications Coordinator.

Foundation Report
Member Canning announced a $20,000 gift the Foundation received from the Arlington Heights Masonic Lodge to benefit disadvantaged male students with leadership potential. The Foundation has also recruited two new board members, Dr. Robin Turpin and Jim Moehling, whose biographical sketches were distributed. She thanked those who have provided leadership gifts toward the Year-End campaign and remind those who haven’t of the opportunity to still do so. The Foundation has begun a major sponsorship campaign for the 45th Anniversary Gala being held September 22, for which $50,000 in pledges has already been secured. Lisa Dietlin and Associates has been hired effective
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February 1, 2012 to bridge the transition between Foundation executives and to assist with the Foundation executive search. The Foundation leadership is working closely with Dr. Ender on this transitional plan.

ICCTA Liaison Report  
There was no ICCTA Liaison report.

Alumni Issues Report  
There was no Alumni Issues report.

NEW BUSINESS

Approval of Service Providers  
Member Kelley moved, Member Canning seconded, approval of the updated list of service providers for Fiscal Year 2012, as outlined in Exhibit XI-A (attached to the minutes in the Board of Trustees’ Official Book of Minutes).

In a voice vote, the motion carried.

Adoption of Harper Educational Foundation Memorandum of Understanding  
Member Kelley moved, Member Dowell seconded, approval of the Memorandum of Understanding with Harper’s Educational Foundation, as outlined in Exhibit XI-B (attached to the minutes in the Board of Trustees’ Official Book of Minutes).

In a voice vote, the motion carried.

Chair Hill reminded the Board of the upcoming Joint Retreat with the Educational Foundation on February 9, 2012 from 4 to 8 p.m. Dr. Ender summarized the agenda and work plan for the retreat.

ANNOUNCEMENTS BY THE CHAIR

Communications  
There were no other communications.

Calendar Dates  
Calendar dates are printed on the Agenda for Board information. The Board Advisory Committee of the Whole Meeting will be Wednesday, February 8, 2012 at 5:00 p.m. in W219. The Board of Trustees and Educational Foundation Board Retreat will be February 9, 2012 at 4:00 p.m. in Wojcik Conference Center. The next Regular Board of Trustees Meeting will be Wednesday, February 15, 2012 at 6:00 p.m. in W214 of Wojcik Conference Center.

OTHER BUSINESS  
There was no other business.

ADJOURNMENT  
Member Kelley moved, Member Canning seconded, to adjourn the meeting.

In a voice vote, the motion carried at 6:45 p.m.

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Chair        Secretary