Minutes of the Committee of the Whole Meeting of Wednesday, August 10, 2011

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 Hill on Wednesday, August 10, 2011 at 5:07 p.m. in Room W216 of the Wojcik Conference Center, 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL

Present: Members Hill, Dowell, Gallo, Kelley (arrived 5:12 p.m.), Mundt, Stone, and Student Member McDermott
Absent: Member Canning

Also in attendance: Dr. Ken Ender, President; Maria Coons, Board Liaison; Sheila Quirk-Bailey, Chief of Staff; Ron Ally, EVP Finance and Administrative Services; Judy Marwick, Provost; Cathy Brod, Chief Advancement Officer; Patrick Bauer, Chief Information Officer; Thomas Crylen, Executive Director of Facilities Management; Bret Bonnstetter, Controller; Roger Spayer, Chief Human Resources Officer; and Evelyn Seiler.

DISCUSSION OF FOLLOW UP ITEMS

Dr. Ender discussed the emergency management exercise that took place that afternoon. He noted that we have a plan and a process to deal with a situation should it arise. Chair Hill added that the Board needs to have a tabletop this year.

Sheila Quirk-Bailey presented the draft of the College Plan to the Board. She explained the historic background, the college planning structure, and the decision to combine these into one document. The College Plan includes the College Strategic Plan, the College Operational Plan, and the College Budget and Capital Plan into one document to create a more comprehensive and usable resource. Specific parts are included to meet the GFOA requirements. The Institutional Effectiveness Measures will be presented next month to the Board in the Accountability Report.

Quirk-Bailey explained the sections within the College Plan draft the Board had received. Bret Bonnstetter reviewed the Budget and the Public Hearing that would occur at the Board Meeting the next week. He acknowledged Student Member McDermott’s concern about just how high tuition could be raised and explained Harper is better able to control these increases since it has created a more stable budget not based heavily on state funding, and won’t have to react to fluctuations in that funding level. Both Bonnstetter and Dr. Ender reassured Member Gallo that all indications point to Harper being able to expect the state funding in the coming year, but have built in a contingency and will require cuts if the midyear evaluation indicates such a need.
The Board thanked the administration for creating one resource for the three plans, and appreciated the efforts by all involved.

Dr. Judy Marwick updated the Board on the Student Financial Assistance audit. Both the FY08-09 audit and FY 09-10 audit are closed and resolved. The current audit has been put on hold while the consultants from FAS and Sungard Banner assist in making sure the system is set up properly and corrections are made, so the audit reflects these efforts. The auditors will return to finish this audit September 12. FY11-12 is also being double checked to ensure the system is functioning properly. SFA will be training and cross-training staff, running reports more frequently, and improving the oversight of the processes.

Roger Spayer updated the Board on Temporary Employees and will be issuing a final report with recommendations next month.

Dr. Ally updated the Board on suspicious activity in student accounts which seem to have abated after action was taken.

Dr. Ender reviewed the July Board packet.

FORMAL ACTIONS
None taken.

ADJOURNMENT
Member Kelley moved, Member Dowell seconded, to adjourn the Committee of the Whole meeting at 6:58 p.m.

In a voice vote, the motion carried.

__________________________  ______________________________
Chair  Secretary