Minutes of the Regular Board Meeting of Wednesday, July 20, 2011

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, July 20, 2011 at 6:00 p.m. in the Wojcik Conference Center (Room 214), 1200 W. Algonquin Road, Palatine, Illinois.

Member Kelley led the Pledge of Allegiance.

ROLL CALL

Present: Members Rita Canning, Diane Hill, Bill Kelley, Walt Mundt, Laurie Stone and Student Member Justin McDermott

Absent: Member Gallo

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; Thomas Crylen, Executive Director 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; Shante Bishop; Erin Brooks; Orlando Cabrera; Tom Dowd; Lori Eschenbaum; Sally Griffith; Njambi Kamoche; Ashley Knight; Maria Moten; Larry Price; Michele Robinson; Jim Roznowski; Darlene Schlenbecker; Evelyn Seiler; Rich Seiler; Darice Trout.

Guests: Suzie Bassi; Ed Choklek, FGM Architects; Meg Connolly, Mortenson Construction; Greg Dowell; Jessica Figenholz, Cannon Design; Ken Florey, Robbins Schwartz Nicholas Lifton and Taylor, Ltd.; Phil Gerner, Robbins Schwartz Nicholas Lifton and Taylor, Ltd.; Carey Lewis, Leopardo; Michael Lundeen, Legat Architects; Eric Nielsen, Harper College Choice Scholar; Kim Pohl, Daily Herald; Ken Rohlfing, Perkins + Will; Dylan Quenneville, Motorola Solutions; Marianne Stanke, Motorola Solutions.

Resolution to Appoint New Trustee

Member Kelley moved, Member Canning seconded, to appoint Gregory Dowell to fill the vacancy created by the resignation of Carlos Borro, as outlined in Exhibit XI-A (attached to the minutes in the Board of Trustees’ Official Book of Minutes).
Chair Hill read the following resolution:

Be it resolved, that Gregory Dowell of Deer Park be hereby appointed to the Harper College Board of Trustees to fill the vacancy created through the resignation of Carlos Borro. Gregory Dowell will serve in this capacity until the April 2013 general election, by which time he must decide whether or not to stand for election.

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

Member Dowell was sworn in by Chair Hill and took his seat at the Board table.

AGENDA APPROVAL

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

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

PRESENTATION

There were no presentations this month.

STUDENT TRUSTEE REPORT

Student Member McDermott updated the Board on events of the past month, including the well-attended 40th Annual Dinner and Jazz Concert, Opening Night of Enchanted April which included Afters, Alejandro Escovedo and the Sensitive Boys performance, and the upcoming Cubs and Brewers Excursion on July 27. He gave an overview of Student Senate, which includes five executive positions, ten Senators and ten Representatives. The executive council includes president, vice president, treasurer, secretary and Student Trustee. The ten senators and the ten representatives represent the academic divisions, and serve on shared governance committees and task forces. Harper College is unique in its Student Senate structure and level of involvement, as McDermott has discovered when attending ICCB meetings and sharing with other schools. As Student Trustee, McDermott is responsible for communicating between the two groups he serves and with the campus at
large. Lastly, he made the Board aware of a letter from the Illinois Board of Higher Education Student Advisory Committee, inviting greater participation from Harper College which Student Senate has readily accepted.

**FACULTY SENATE**

There was no faculty senate president’s report this month.

**PRESIDENT’S REPORT**

**Student Success Report**

Dr. Ender introduced Dr. Shante Holley-Bishop to present on the recent partnership between Harper College and Motorola Solutions for the Choice Scholars Program. Dr. Bishop gave some background on how Choice Scholars began as a pilot program funded through a Resources for Excellence Grant just three years ago. It was designed to help students who have placed just below the placement requirement for college level courses. Choice Scholars is an alternative to the student spending 16 to 32 weeks in developmental courses which don’t apply toward their degree, and gives them an intensive four week program to develop those skills and retests them for placement at the end of instruction. Choice Scholars teaches the fundamentals within a content area giving a contextualized framework to reading, writing and math utilizing content area faculty and developmental faculty. This year included graphic arts technology, chemistry, nursing and health care, and early childhood education as content areas. Engaging the students in a context has proven to motivate and give purpose to the core skills versus the “skill and drill” of a typical developmental course, and has resulted in better achievement.

Last year peer mentors were added to the program, students who had successfully completed the program last year were invited back to be mentors this year. They gave their expertise and their knowledge, their do’s and don’ts about how to navigate the campus, how to be successful in the program, and they served as tutors for our incoming freshmen. Of this year’s nine mentors, eight have maintained GPAs of 3.0 or better.

This year the program introduced professional engagement to assist the students in developing a professional identity. Harper had the opportunity to partner with Motorola Solutions, whereby their experts came to campus and worked directly with our students through the *Skills for America’s Future* initiative. Motorola’s experts in each content field met with a cohort and shared skills on
interviewing, the purpose and content of cover letters, speaking in a professional setting, demonstrating the real life application of what they are learning, and presenting themselves to be marketable. The feedback about these Motorola Moments from the students has been phenomenal, it has become a valuable part of the Choice Scholar educational experience this summer.

Marianne Stanke, Motorola Solutions, shared the various disciplines that were represented: human resources, nursing, graphics arts and design, education, innovation, and strategy. These representatives introduced the students to basics like how to dress for success, how to talk to a professional, how to ask proper questions, how to give feedback, and more modern concerns like making sure that a Facebook page shows things about a job candidate that a corporation would want in an employee. These moments provided a way for the representatives and students to connect. Each person who participated thanked Stanke for asking them to be part of this project.

Motorola’s involvement started with Skills for America’s Future and Stanke’s connection with Maria Coons through Harper College for Businesses. Greg Brown, CEO of Motorola Solutions, was asked by Penny Pritzker to be on the Board for Skills for America’s Future and signed a pledge of participation. Coons connected Stanke with Dr. Bishop and together they developed the Choice Scholars Motorola Moments. To further this relationship, Motorola is seeking a grant for $75,000 to be used in the Science, Technology, Engineering, and Math (STEM) fields, areas that Motorola anticipates will provide future potential employees. Stanke thanked Harper College on behalf of all the participants for the opportunity to share in the excitement and the enlightenment that happened in this exchange, “It has been extremely rewarding.”

Eric Nielsen, Choice Scholar in the Graphic Arts Technology cohort, shared his positive impressions of the program and had gotten a lot from this summer experience. His cohort’s Motorola Moment taught him the importance of the impression a candidate gives an employer at a job interview and when working with others. With his COMPASS retest, he has placed out of developmental English and into college level English, making these four weeks worthwhile. Motorola’s involvement has helped him improve as a student; it’s given him the tools to reach out to people, and is
a first step into the future. He spoke with others in the program who agree that they would rather be participating in this program for four weeks in summer than the doing other summer activities. He enjoyed his experience and thanked everyone for the opportunity.

Dr. Bishop elaborated on Eric’s success, sharing that his score went from a 47 to a 95, which took him from English 100, which is a 16-week developmental course that will not count towards his degree, straight into English 101. As his writing teacher for the program, she could not be happier.

In response to Member Kelley, Dr. Bishop explained there were four cohorts with a total of 32 students this summer. The program includes free tuition and fees to the students who are selected based on COMPASS scores, with referrals from the high school districts’ counselors and from our advising and counseling office. Member Kelley thanked Ms. Stanke and Motorola for their support. Chair Hill thanked those who have donated to the Foundation and expressed the intention for the program’s growth in the future.

Dr. Ender thanked Eric for speaking with the Board and encouraged him to continue on in his education. He emphasized the progress Harper College is making in the area of developmental education. By setting the material in a skill area context, students are more motivated and comprehension is increased. Dr. Ender was asked today by Member Kelley what part of the student success agenda most excited him and two programs came to mind: Harper’s accelerated developmental education process (Choice Scholars is a great example) and the early COMPASS testing with our high schools to ensure college readiness. This gives juniors the opportunity as seniors to either take the course needed to be college ready or a course that earns college credit based on their readiness. He also emphasized that this collaboration with Motorola was made more possible through our strategic alignment with the national and state policy-makers’ interests in economic and workforce development, providing opportunities for Harper to secure the private resources to do what historically public funds have done.

Dr. Ender continued the President’s Report noting that in four weeks, Harper College will be welcoming back all of our full time faculty and staff to prepare for classes that will start the following week. Enrollment for the Fall is up
approximately 3.5 percent, which may change with 6,000 students who are currently at risk of losing their registration due to the drop for non-payment deadline approaching. He acknowledged Laura McGee, the new director of Student Financial Assistance for her and her staff’s efforts over the six weeks she has been here in setting the department on track to better serve students. He acknowledged the passing of Israel Hernandez, a 15-year employee in the custodial staff, who will be missed.

He discussed the recent Art Walk, a campus tour guided by the College curator, showing the art collection valued at $2.3 million and spread throughout the 200-acre campus. He mentioned the yearly International Student Picnic which was being postponed due to the extreme heat. It’s an event he enjoys hosting. For many of the 100 to 150 students from more than 20 countries, this is their first experience of the United States, and they have chosen to attend Harper College specifically for our International Student Program. As part of a new initiative, Joan Kindle will be working to pull together all of the international efforts on campus and the Board can expect to hear more on that in the near future.

HARPER EMPLOYEE COMMENTS

There were no employee comments.

PUBLIC COMMENTS

There were no citizen comments.

CONSENT AGENDA

Member Mundt moved, Member Kelley seconded, approval of the minutes of June 8, 2011 Committee of the Whole Meeting and June 15, 2011 Regular Board meeting; bills payable; payroll for June 3, 2011, June 17, 2011; estimated payroll for July 1, 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; disposal of obsolete or damaged property; and Leave of Absence, as outlined in Exhibits X-A.1 through X-B.6 (attached to the minutes in the Board of Trustees Official Book of Minutes).

Accounts Payable & Tuition Refunds $5,638,689.39

The payroll of June 3, 2011 in the amount of $1,559,462.33; June 17, 2011 in the amount of $1,917,293.64; and the estimated payroll of July 1, 2011 in the amount of $1,738,377.99.
Bid Approvals

EX. X-A.3.a  Accept bid and award contract for temporary contractual staffing services for custodian and groundskeeper services to augment Harper College staff for the next three years at set hourly rates (FY2012 at $10.19/hr, FY2013 at $10.59/hr and FY2014 at $10.99/hr) in the amount of $400,000.00 for FY2012 to Midway Building Services, as the lowest responsible and responsive bidder.

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 Financial aid Services for financial aid consulting services in the amount of $60,000.00.

EX. X-A.5.b  Approve issuance of a purchase order to Philips Healthcare for a new Philips Bucky Diagnostic Ceiling X-ray System to be used for instruction in the Radiologic Technology Program in the amount of $97,000.00.

EX. X-A.5.c  Approve issuance of a purchase order to retain Legat Architects for the engineering and architectural services required from initial design to construction completion for the 2011 Roofing Replacement Projects at B, S, T, and U Buildings in the amount of $47,427.00.

EX. X-A.5.d  Approve issuance of a purchase order to Mercer for professional consulting services to conduct a compensation and classification benchmarking study in the amount of $149,547.00.

Personnel Actions

Faculty Appointment
Colinda Shellenger Kram, Instructor - Medical Office Administration, Career Programs, 08/16/11, $44,954/year

Classified Staff Appointment
Janice Walker, Switchboard Operator, Information Technology/Technical Services, 07/05/11, $31,200/year

Harper #512 IEA-NEA Leave of Absence
Nicholas Galiardo, Campus Setup Crew, Physical Plant, from 08/01/11 to 07/31/12

Professional/Technical Incentive Compensation
Robyn Leslie, Business Consultant, Harper College for Businesses, $6,954.48 for FY 2010/11
Maggie Franks, Business Consultant, Harper College for Businesses, $3,261.75 for FY 2010/11

Classified Staff Retirement
Betty Nozicka, Receptionist, Continuing Education, 06/17/11, 22 years

Professional/Technical Resignation
Matthew Virgilio, Desktop Integration Analyst, Information Technology/Client Services, 06/16/11, 3 years 6 months

Classified Staff Resignation
Darrell Riley, Lead Cook, Dining & Conference Services, 06/10/11, 7 years 2 months

Foundation Report
Member Canning shared the Foundation Report including a memorial scholarship established in the name of Professor Robert Powell by his family. He recently passed away and was one of Harper College’s founding faculty members in the English department. A memorial service will be held on the campus on August 26, room A238, more details to come.

The Foundation was notified of grant awards from Alexian Brothers for the Bilingual Nursing Scholarship, and Northrop Grumman for the Choice Scholars, and McGraw Foundation for the REACH program.

Chair Hill, Foundation President Lane Moyer, Cathy Brod and President Ender met to discuss the Memorandum of Understanding which exists between the Foundation and the Board of Trustees. They are also planning a retreat for both Boards for February. Two couples have indicated interest in placing the Foundation in their wills. The Golf Open in June raised $111,000.00, which tied it for the most successful golf outing.

ICCTA Liaison Report
There was no ICCTA report this month.

Alumni Issues Report
Member Stone announced the Distinguished Alumni for 2011. Out of 13 nominations from this year and 13 nominations carried over from 2010, five individuals were selected as the 2011 Award Recipients: Dr. Nancy Castle, Professor of Rehabilitation Counseling, NIU School of Allied Health and Communicative Disorders, College of Health and Human Sciences; Donna Marie Grzegorek, Registered Dental Hygienist, Innovative Dental Professionals, High Tech Dental Care; Daneen M. Gorski-Adams, Director of Hospice
Home Clinical Care, Hospice & Palliative Care of Northeastern Illinois; Thomas Erbach, Technical Training Manager, Beckman Coulter, Inc.; and Lawrence Moats, President, Moats Office Properties and President, Arlington Electrical Construction Company, and a former Harper College Trustee. These Distinguished Alumni will be inducted and honored at a reception on November 14, 2011; more information to come.

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<th>Grants and Gifts Status Report</th>
<th>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.</th>
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<td>Disposal of Obsolete or Damaged Personal Property</td>
<td>The annual disposition of College personal property is presented to the Board for review.</td>
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| Leave of Absence | The following employee has requested, and has been approved for leave of absence without pay or other benefits for a period of one year: Nicholas Galiardo, Set Up Crew – Physical Plant.  
Upon roll call of the Consent Agenda, the vote was as follows:  
Ayes: Members Canning, Dowell, Hill, Kelley, Mundt, Stone, and Student Member McDermott.  
Nays: None  
Motion carried. |

**NEW BUSINESS**

| Approval of Board Goals for 2011-2012 | Member Canning moved, Member Stone seconded, to approve the goals the Board intends to accomplish in 2011-2012 in a spirit of transparency, accountability and collaboration, as outlined in Exhibit XI-B (attached to the Board of Trustees’ Official Book of Minutes).  
In a voice vote, the motion carried. |
| Approval of President’s Goals for 2011-2012 | Member Kelley moved, Member Mundt seconded, to approve the goals identified by the President for 2011-2012, as outlined in Exhibit XI-C (attached to the minutes in the Board of Trustees’ Official Book of Minutes). |
In a voice vote, the motion carried.

ANNOUNCEMENTS BY THE CHAIR
Communications  There were no communications.

Calendar Dates  Calendar dates are printed on the Agenda for Board information. The Board Advisory Committee of the Whole Meeting will be Wednesday, August 10, 2011 at 5:00 p.m. The next Regular Board of Trustees Meeting will be Wednesday, August 17, 2011 at 6:00 p.m.

OTHER BUSINESS  Member Canning moved, Member Stone seconded, to adjourn the meeting to closed session to discuss pending litigation.

In a voice vote, motion carried at 6:42 p.m.

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

In a voice vote, the motion carried at 7:28 p.m.

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Chair                                  Secretary