

WILLIAM RAINEY HARPER COLLEGE  
BOARD OF TRUSTEES OF JUNIOR COLLEGE DISTRICT 512  
COUNTIES OF COOK, KANE, LAKE, AND MCHENRY, STATE OF ILLINOIS

Minutes of the Regular Board Meeting of Thursday, November 9, 1972

CALL TO ORDER:

The regular meeting of the Board of Trustees of Junior College District No. 512 was called to order at 8:10 p.m., Thursday, November 9, 1972, by Chairman Nicklas in the Board Room of the Administration Building, Algonquin and Roselle Roads, Palatine.

ROLL CALL:

Present: Members Milton Hansen, Marilyn Marier, Ross Miller, Lawrence Moats, Jessalyn Nicklas.

Absent: Members Joseph Morton and Eugene Nugent

Also present: Robert E. Lahti, Michael Bartos, John Birkholz, Robert Boeke, R. B. Cormack, Ray DePalma, Anton A. Dolejs, Joyce Feddersen, J. W. Fuller, David Gale, Robert Hughes, Fred Inden, Robert Johnston, R. E. Keener, Henry Kurowski, John Lucas, W. J. Mann, T. R. McCabe, Liz McKay, Donald Misic, Gary Rankin, Henry Roepken, Clarence Schauer, William Schooley, Donn Stansbury, Urban Thobe, Frank Vandever, W. E. Von Mayr, J. F. White, Betty Windham, and Robert Wyman--Harper College; Glen Kuhny--Caudill, Rowlett & Scott; Wandalyn Rice--Paddock Publications; and Mary Swanton--The Tribune.

MINUTES:

Member Moats moved, and Member Marier seconded, the approval of the minutes of October 10, 1972 adjourned meeting, as distributed. Motion unanimous.

DISBURSEMENTS:

Bills Payable

Member Hansen moved, and Member Miller seconded, the approval for payment of the bills payable as of November 9, 1972, as follows:

Educational Fund	\$109,177.40
Building Fund	56,307.03
Site & Construction Fund	112.54
Bond & Interest Fund	578,689.84
Auxiliary Fund	110,200.01

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Marier, Miller, Moats,  
and Nicklas

Nays: None

DISBURSEMENTS:  
Payrolls

Member Miller moved, and Member Marier seconded, the approval for payment of the payroll of October 15, 1972 in the amount of \$255,438.32; the payroll of October 31, 1972, in the amount of \$259,834.02; and the estimated payroll of November 1, 1972, through December 31, 1972, in the amount of \$1,058,850.13.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Marier, Miller, Moats,  
and Nicklas

Nays: None

Budget Transfer--  
Building Fund

Member Moats moved, and Member Hansen seconded, to approve the budget transfer for the Building Fund, in the amount of \$7,000.00.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Marier, Miller, Moats,  
and Nicklas

Nays: None

Educational Fund

Member Marier moved, and Member Moats seconded, approval of Educational Fund budget transfer in the amount of \$11,530.00.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Marier, Miller, Moats,  
and Nicklas

Member Nugent entered the meeting at 8:16 p.m.

Bid Awards--  
Vehicles

Member Moats moved, and Member Miller seconded, approval of the bid awards as follows:

Bid Q-3266 for a 1973 9-passenger station wagon in the amount of \$3,259.72, and a 1973 four-door sedan in the amount of \$3,324.22, to the Lattof Motor Sales Co., total amount of bid is \$6,583.94;

Bid Q-3267 for a 1973 Ford pick-up truck to the Northwest Ford Truck Sales, in the amount of \$3,550.00.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Marier, Miller, Moats,  
Nicklas, and Nugent

Nays: None

DISBURSEMENTS:

Bid Awards  
(cont.)  
Carpet Cleaning  
Machine

Member Marier moved, and Member Miller seconded, approval of the administration's recommendation that bid Q-3215 for a hot water extraction carpet cleaning machine be awarded to the Hild Chemical Company, in the amount of \$3,200.00.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Marier, Miller, Moats,  
Nicklas, and Nugent

Nays: None

Bid Award--  
Spring College  
Schedules

Member Hansen moved, and Member Moats seconded, approval of the administration's recommendation that bid Q-3271 for the printing of the Harper College Spring Schedules be awarded to the McConnell Lithography Corporation, in the amount of \$4,431.00.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Marier, Miller, Moats,  
Nicklas and Nugent

Nays: None

Change Order #2,  
Bldg. "T"

Mr. Hughes introduced Mr. Glen Kuhnly, representative from CRS and project engineer. Mr. Mann asked Mr. Kuhnly to explain the change order applying to "T" Building and report on progress.

Mr. Kuhnly explained that in following the requirements of the state fire marshal, the architects revised the fire alarm system. He pointed out the building had originally been designed as a maintenance building. Mr. Mann noted the original system was inadequate as far as the fire marshal was concerned when the building was adapted for classrooms. In a discussion on the cost, Mr. Kuhnly informed the Board the architect's engineers indicated this was a fair price.

Member Miller moved, and Member Marier seconded, approval of Change Order #2 for Building "T" fire alarm system, in the amount of \$5,153.00, and award to Architectural Builders Company for installation.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Marier, Miller, Moats,  
Nicklas and Nugent

Nays: None

Progress Report--  
Construction on  
Building "T"

Mr. Kuhnly reported he had been meeting weekly with the contractor and stated he was an excellent contractor as far as quality of work; however, he stated the basic problem is in finishing the job--scheduling the sub-contractors. The contractor estimated occupancy by the 25th or 26th of November, but based on past experience Mr. Kuhnly said he would stretch that at least one week.

Dr. Lahti indicated it was necessary to do better than that, pointing out Board members have received letters from students and faculty members about the crowded and unfavorable conditions. Dr. Lahti suggested the possibility of obtaining an estimate on the remainder of the contract, subtracting that from the contract, and proceeding on our own. Mr. Kuhnly stated there was a provision for cancellation of contract for non-performance but pointed out this point had not quite been reached. Mr. Kuhnly stated there was a payment request for the dollars the contractor had coming, but it had been mutually agreed not to present it to the Board. They preferred to go to the contractor and indicate no more money until he showed performance. Dr. Lahti felt the college could not think of this entirely in dollars and cents. He stated it was necessary to consider the students, teachers, and classrooms in some very difficult situations.

Chairman Nicklas stated the Board would leave this to the good judgment of the administration.

Mr. Kuhnly stated the roof top heating system was installed and waiting for the factory representative to start the unit. He informed the Board there would be one more extra on electrical, something everyone involved agreed must be done. Dr. Lahti stated if this extra was something critical to the building they would have to go ahead and bring it to the Board later. He suggested Mr. Mann, Mr. Geysler, and Mr. Kuhnly meet to work out the proposition on occupancy of Building "T."

Construction on  
Phase IIA

Mr. Kuhnly reported on Phase IIA construction and stated, considering the extreme amount of rain, it has been tremendous. Dr. Lahti asked about the likelihood of this job being stopped because of winter weather. Mr. Kuhnly stated the contractor has indicated he intends to go ahead regardless of winter weather. Mr. Kuhnly, in reference to winter protection, seemed to feel this would be difficult.

Construction--  
Parking Lots

In reference to the parking lots, Mr. Kuhnly stated per contract they should have been finished. Based on the difficulties encountered from the weather, however, the contractor has been told to wait until next spring. For the long term, Mr. Kuhnly indicated waiting until spring there is a better chance of having better parking lots.

Chairman Nicklas thanked Mr. Kuhnly for his report.

COMMUNICATIONS

Chairman Nicklas stated notes had been received from groups who have used the college facilities expressing pleasure in the way they were received and helped.

Chairman Nicklas discussed an alternative proposal to the present form of funding from Dr. Wellman to the State Board. She stated a meeting will be held in December of the Illinois Junior College Board, Higher Education Board, Trustees, and Presidents to discuss functions, relationships, channels, etc.

Dr. Lahti distributed to the Board a list of State Agencies Reviewing Junior College Financing 1972-73. This list of thirteen agencies included the Illinois Economic and Fiscal Commission which is doing a special study on Illinois public junior colleges for the Clabaugh Financing of Education Study Committee. Chairman Nicklas commented on the duplication of effort. Referring to the purpose and questions of the commission, Dr. Lahti pointed out they did not seem to jibe. Assuming three or four different answers are received from institutions, he wondered how they will use that information to build community colleges. Some questions have no relationship to financial information. Dr. Lahti questioned the efficiency of involving these thirteen agencies, as the State legislators have commissioned two boards to do this very thing.

Chairman Nicklas reminded the Board of the November 20 meeting with the new legislators.

UNFINISHED  
BUSINESS:

Evaluation  
System

Chairman Nicklas, in reference to an evaluation system, read some general thoughts she had written.

Dr. Lahti requested a progress report from the Faculty Evaluation Committee. Mr. Boeke, chairman of that committee, reported the committee had met and received the charge from Dr. Schauer. He stated they anticipated meeting regularly on Tuesday evenings for some time and were working on the outlines of a schedule.

UNFINISHED  
BUSINESS:

Evaluation  
System  
(cont.)

Member Nugent, referring to the communication Chairman Nicklas read on an Evaluation System, asked if the last paragraph could be more specific. He suggested the Board would decide on what the Faculty Evaluation System is going to be by March 15, 1973, pointing out this would give the committee until the 1st of February for their contributions and then it would come to the Board on March 15. He suggested the last sentence of Chairman Nicklas' memorandum be revised to read as follows:

A revised system will be submitted to the Board by March 15 for approval so that it will be effective for the academic year 1973-74.

Member Moats suggested giving the faculty a few minutes to look over Chairman Nicklas' communication to see if they had any comments. There were none.

Member Nugent moved, and Member Marier seconded, the adoption of the resolution of Chairman Nicklas' statement as follows:

WHEREAS, evaluation systems as a means for assessing effectiveness and for defining areas where in-service training might be developed are increasing across the country; and

WHEREAS, while Harper College began an evaluation system early in its history, it is aware that constant study and refining are necessary as new data and recorded experiences are available; and

WHEREAS, the North Central Accrediting Association states that its new emphasis will be on institutional self-study, on measurements of student performance in the educational process, and on the relating of the outcomes to specific objectives of the institution; and

WHEREAS, the committee on evaluation at Harper College has been working to refine the system that has been in effect for some time. Consultants were made available during the summer of 1972; and

WHEREAS, the Board has stated that the present system for evaluating faculty for tenure, promotion, level 3 achievement awards, and in-service development decisions will be continued for the academic year 1972-73 only; and

UNFINISHEDBUSINESS:

Evaluation  
System  
(cont.)

BE IT THEREFORE RESOLVED that the Board of Trustees requests that the committee on evaluation continue its deliberations and that it submit a revised plan, including student evaluations for all faculty, no later than February 1, 1973 to the Office of Academic Affairs. A revised system will be submitted to the Board of Trustees by March 15, 1973 so that it will be effective for the academic year 1973-74.

Motion was unanimous.

Faculty  
Senate

Chairman Nicklas read a two-page position paper (copy attached to minutes in Board of Trustees Official Book of Minutes) she had prepared for the Board's review on the position of the college and the history and philosophy of the college. She stated this was initiated by requests for open communications within the institution. Chairman Nicklas pointed out Board meetings are meetings of the Board of Trustees. Comments and statements from any individual or group are welcome at any time and would be placed upon the agenda. She stated the Board welcomes statements from the Faculty Senate, as they always have, from time to time.

Member Marier referred to the small attendance at the educational meetings. She suggested the Board should consider going out into the community, perhaps meeting in the high schools for some presentations in order to give the people in the community a better opportunity to attend. She wondered about issuing invitations to specific groups. Chairman Nicklas commented she felt if more people did not attend the educational meetings she would hesitate to impose on the faculty. She expressed regret that more people had not been a part of these meetings, as she had hoped the community would learn more about the tremendous job the faculty is doing.

Referring again to communications, Chairman Nicklas stated she felt there was a good system within the college and asked for comments from the Board. Member Nugent thought it was a well stated position adhering very closely to basic institutional tenets which he felt was important when operating an institution of this type. Member Hansen stated he concurred with Member Nugent.

Member Moats felt the Board had a commitment to the Faculty Senate from a month ago regarding the President

UNFINISHED  
BUSINESS:

Faculty  
Senate  
(cont.)

of the Senate sitting in on Board meetings. He stated he would like to hear from the Faculty Senate.

Mr. McCabe, President of the Faculty Senate, addressed the Board. He stated he had addressed the Senate on August 3 and his speech was included with those minutes. At that time Mr. McCabe stated he was somewhat critical of communications between Board, administration, and faculty; that he felt it was not what it should be. In his speech Mr. McCabe made five suggestions he had forwarded to the Board. Three had been more or less resolved, but the two he considered the most important were: 1) that the Board of Trustees allow the President of the Faculty Senate to sit in on Board meetings in much the same advisory capacity as the vice presidents now do; and 2) that the Board agenda include the Faculty Senate as a regular agenda item, or at least on an "as needed" basis.

Mr. McCabe stated his purpose was to bring this matter once again to the Board. He covered the following points: 1) Sitting in with the Board in much the same manner as the vice presidents; 2) The primary purpose of the institution is instruction, and the people who perform that instruction are represented by the Faculty Senate. As the highest elected officer of the Senate, he felt he has a contribution to make and can perform a service to the Board; 3) While he agreed the Senate had never been denied access to the Board agenda, he pointed out the only time they have requested access was in times of crisis. He felt communications needed to be open, to have an on-going situation; 4) The inconvenience of the physical problem of addressing the Board had been rectified by providing a table up front. If recent minutes were to be checked, he pointed out he had more space in the minutes addressing the Board than any one vice president, or possibly all the vice presidents combined; 5) On the question of status, he felt if the Board was sufficiently concerned with establishing an atmosphere of mutual trust and getting away from the "we-they" relationship, the best way would be with a tangible demonstration allowing him the same status as the vice presidents and thereby acknowledging the Faculty Senate as an equal partner; 6) Referring to local control, he stated the AAUP, NEA, and AFT have been on campus courting the faculty with rather positive programs. Last year 31 districts, including several community colleges, did not open on time because of labor disputes. Until now,



UNFINISHED

BUSINESS:

Faculty  
Senate  
(cont.)

the faculty had rejected these overtures (by a very small margin). Faculty leadership will change, Board leadership will change, and so will the administration. Mr. McCabe stated it may be the opportunity presented tonight will not come again. He went on to say that Harper has led the state and the nation in its willingness to try innovated ideas in instructional administrative techniques. He asked them to show they were also willing to take such a bold step in faculty Board relations.

Member Nugent moved adoption of the statement Chairman Nicklas had read. Member Miller seconded the motion

Member Nugent stated the Board of Trustees is legally constituted, and there should be no question in anyone's mind what one does to sit on the Board. To clarify another point, he stated the vice presidents are not on the Board. Basically they are present as resource people to Dr. Lahti, who sits in as chief administrative officer of the college as adviser to the Board. Member Nugent reiterated the Board is open for communication from various elements of the institution. Faculty or staff obviously can communicate through the administration, the direct route to bringing matters to the Board of Trustees. He pointed out if anyone felt their communications were being short-circuited, they could request a direct appearance before the Board.

Member Moats agreed the vice presidents were essentially resource people and added he felt that is what the President of the Faculty Senate would be. Member Moats indicated he thought it was premature to adopt the statement without giving the Board more time to study it.

Member Miller stated he could not be in favor of a created agenda item for the Senate, as such. They might be on the agenda every month at their own request. He added he felt the position paper did not need a motion. The lines of authority are clearly drawn through the expertise of the administration. The Board has certain mandates and are pretty much controlled by guidelines, many of which are passed down from the State. He added he would hope the primary purpose of the institution is instruction and commented on the importance of the faculty.

Mr. McCabe stated faculty on a Board is not without precedent. Triton College has both faculty and student sitting with Board.

UNFINISHED

BUSINESS:

Faculty

Senate

(cont.)

Chairman Nicklas asked if the faculty felt this was needed to fill a need that has not been met before. Mr. McCabe responded that the faculty thinks it is needed. He stated if there is satisfactory means of communications, both ends think so, and the faculty obviously does not think so. He stated he has been here for five years and it has not worked. He pointed out he has on two occasions given the Board documentation.

Member Hansen asked if the faculty was concerned that the Board would act on something without giving them advance notice. Mr. McCabe stated he was concerned. He stated the Board was turning down an opportunity for altering channels.

Member Nugent pointed out this viewpoint was only from the aspect of communications and stated there are other factors--organization is a very important aspect. Mr. McCabe stated he did not see how it usurps organization.

Member Marier felt strongly the Board was being put in the position of utter rejection. She did not feel and she did not believe the Board felt that, as an individual, Mr. McCabe would do differently if he sat all the time than he now does. She pointed out the Board by law is pretty much bound into their role. Member Marier felt participation would gain very little for the Senate.

Member Moats asked Mr. McCabe if he envisioned himself as more than a resource person. Mr. McCabe responded if he were present on the Board, if being on the agenda were an obstacle, it might not be that important. He envisioned it as a report from the President of the Faculty Senate.

Member Hansen asked if there had been any inconvenience in getting on the Board agenda in advance. Mr. McCabe agreed there had not been, but stated he felt they need additional forms of communication. He stated they were simply asking to formalize what they have been doing all along.

Asked to comment, Dr. Lahti stated he did not feel threatened by the move and perhaps the vice presidents could sit in the audience. He felt that would not be a major problem to them.

UNFINISHEDBUSINESS:

Faculty  
Senate  
(cont.)

Member Moats indicated he had not heard anybody suggest how they could envision this proposal working to the detriment of the institution. He agreed the role would have to be defined, there would have to be guidelines.

Member Hansen stated the Board is constituted by law. It is up to the Board to take up the district's business and dispose of it. He did not feel that more than seven people should be disposing of the business. Member Hansen said he failed to see where the present system is not serving that purpose. He stated he felt it was something symbolic and asked what was to be gained by it. Mr. McCabe answered it would improve faculty relations. Member Hansen commented that to open up the Board meeting, in effect to a town meeting, is no way to operate a district.

Member Hansen moved, and Member Moats seconded, that the motion be tabled.

Upon a voice vote, all Board members voted aye, except Member Miller who voted nay.

Member Moats requested a parliamentary interpretation. He asked if a motion is tabled, would it automatically come up at the next Board meeting? Chairman Nicklas stated not unless it is so specified.

Member Hansen stated he felt the motion would serve no purpose. Member Moats stated he felt the Board had a responsibility to act upon this proposal, either to say yes or no. Chairman Nicklas stated a motion could be made.

Accountability  
Committee Report

Chairman Nicklas called for a report from the Accountability Committee.

Member Nugent, Chairman of the Accountability Committee, reported that about a year ago the Board established the Accountability Committee. The mission of this committee was to analyze, synchronize, and interpret the concept of accountability, its needs and application to the college. Member Nugent stated he had one of the greatest working committees he had ever been involved in composed of two administrative representatives--Dr. Urban Thobe and Dr. David Groth; two faculty representatives--Mrs. Therese Butzen and Mr. Martin Ryan, and subsequently Dr. Robert Moriarity; Mrs. Joyce Feddersen--classified

UNFINISHEDBUSINESS:

Accountability  
Committee  
(cont.)

staff representative; two student representatives--Frank Przespolewski and David Uher; and Dr. Morton and himself representing the Board. The resource person was Dr. John Lucas who provided valuable advice and counsel in bringing the whole thing into focus.

Member Nugent highlighted the results of the committee's deliberations. The first meeting was devoted to a definition of accountability. In order to fix all of their efforts, they concluded they should have sort of a common data base. Based on that, they tried to preface the current accountability measures in the institution--MBO for the administration, faculty evaluation, things like outside duties, etc. They hammered out a preliminary rather than final definition of accountability. Next, each group was given charge to define in their own terms how they viewed accountability to themselves, as well as to the other groups in the college. The report includes accountability statements on the part of students, administration, faculty, classified staff, and Board. These different documents were brought together into an on-going process whereby the goals and objectives of the college, defined each year and approved by the Board, are then broken down to establish a hierarchy of department objectives and individual objectives. Presumably, if everybody along the line accomplishes their part of the overall job, then what the committee established will actually happen because it will be a summation of individual efforts.

Member Nugent stated about twenty meetings were held. As constituted, the committee felt they had taken this about as far as was practical and were presenting their recommendations to the Board in this report. It was recommended the Board review this model of accountability and explore it as a preliminary approach to a very broad concept. Since they view this as a beginning of a relatively long term effort, the committee's recommendation is that a working accountability committee be established which continues to have two representatives from administration, faculty, classified staff, and students; however, since it is an on-going committee, they recommend that it not have Board members other than on an ad hoc basis. The purpose of this committee would be as follows:

- a. To continually identify accountability problems, assessing the conditions causing the problems and recommending solutions to the problems.

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BUSINESS:

Accountability  
Committee  
(cont.)

- b. To recommend effective methods of participation by all individuals and sub-groups in the processes referred to above.
- c. To formulate methods of internal and external analysis.
- d. To study the feasibility of implementing a pilot project which might utilize some of the concepts identified in the accountability model.

In implementing the program, Member Nugent reported recommended taking some representative part of the college and starting a pilot project.

Member Moats asked if the report had been agreed upon by all members of the committee. Member Nugent stated it was a majority report with no minority report.

Member Miller moved, and Member Moats seconded, to approve the report and recommendations of the Accountability Committee (copy of Accountability System Report attached to minutes in the Board of Trustees Official Book of Minutes).

Member Marier commended the Accountability Committee on the tremendous job they had done. Chairman Nicklas also expressed the appreciation of the Board of Trustees to the committee. Member Nugent commented that it was a very hard working committee.

The motion was unanimous.

It was reported that committee members had not received copies of the final report. Dr. Lucas pointed out the revisions were those the committee had authorized. Dr. Lahti requested Dr. Lucas see that the committee members receive copies of the final report.

As Board information, Chairman Nicklas distributed material on the Board's responsibilities, including a section of the Accountability Committee's report. She suggested it might be helpful for Board members to review and evaluate these responsibilities at the end of the year.

From his observation and appraisal of the Accountability Committee's efforts, Member Nugent commented on the

UNFINISHEDBUSINESS:

Accountability  
Comm. (cont.)

importance of the Board administering an element of leadership in this direction. He felt if other groups in the college understand how serious the Board is about accountability, it will probably encourage them further in an area that for a variety of reasons is somewhat difficult to cope with. Member Nugent stated he would like to see the Board take the first step in this direction. Chairman Nicklas agreed and added, if the college is going to have accountability, the Board should be part of it.

NEW BUSINESS:

Cooperative  
Agreements with  
Clinical  
Agencies,  
1972-73

Dr. Lahti asked Dr. Cormack to report on the Cooperative Agreements between clinical agencies and Harper College in Exhibit A. Dr. Cormack reported out-of-district agencies would prefer to have these agreements renewed yearly, but in-district agencies would prefer a continuing relationship. At this meeting, the administration was requesting approval of these annual documents. Perhaps after review of open-end contract and self-renewal clause by the Board attorney, the administration would come back to the Board at a future date with other suggestions.

Member Moats moved, and Member Marier seconded, adoption of the Cooperative Agreements between William Rainey Harper College and the following clinical agencies; Downey Veterans Administration Hospital, Holy Family Hospital, Northwest Community Hospital, Plum Grove Nursing Home, and St. Joseph's Home for the Aged.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Marier, Miller, Moats,  
Nicklas, and Nugent

Nays: None

Career Advisory  
Council  
Appointments  
for 1972-73

A discussion on the Career Advisory Council appointments followed. Dr. Cormack discussed the coordinator's role in personally contacting each person on these lists. Dr. Lahti emphasized the coordinators' responsibility for regular communication with these important committee members. Chairman Nicklas suggested a progress report on the use of these very important people.

Several inaccuracies on the list were pointed out by Board members, misspelled names, one person who had moved out of town, etc. Dr. Lahti asked if the lists were not checked. Dr. Cormack felt the misspellings were probably clerical errors.

NEW BUSINESS:  
Career Advisory  
Council  
Appointments  
for 1972-73  
(cont.)

Robert Fuchs, a member of the audience and former chairman of an advisory committee, stated he had been receiving the Board agenda and minutes of the past meetings for the past year and a half and found it extremely helpful. He suggested doing this for the chairmen of the advisory boards. Mr. Fuchs also commented on receiving mailings after the fact. He pointed out that last year, for the first time, he had received a letter from Mr. Hansen expressing appreciation for his committee work. He stated he had never received a letter from the Board of Trustees thanking him for the time he had put in. Referring to all advisory committee members, Mr. Fuchs stated they are professional people and he felt it was rather presumptuous not to have thanked them at least annually. On behalf of the Board, Chairman Nicklas expressed appreciation to Mr. Fuchs for his suggestions.

Dr. Lahti reemphasized that the primary responsibility for Mr. Fuch's suggestions rests with the coordinator. Dr. Cormack agreed Mr. Fuch's suggestions were good and reported certificates of appreciation will be sent to people terminating their service on these advisory committees.

Dr. Lahti suggested it might be worthwhile to commission Dr. Lucas to do a follow-up on the advisory committees. Chairman Nicklas stated she had suggested a progress report. Member Marier suggested notifying an advisory committee when there is something on the agenda of an educational meeting of particular interest to that particular committee. Mr. Fuchs stated his coordinator usually had advised him in advance.

Member Nugent moved, and Member Marier seconded, to approve the administration's recommendations regarding membership to Career Advisory Committees (Exhibit B), subject to the condition that a complete audit is made and names are spelled correctly before communications go out on this. Motion unanimous.

Executive  
Session

Chairman Nicklas requested a motion for an executive session. Member Nugent so moved, Member Moats seconded, and the motion was unanimous and the meeting was recessed at 11:10 p.m.

Chairman Nicklas reconvened the meeting from executive session at 12:35 a.m. Present were Members Hansen, Marier, Miller, Moats, Nugent and Nicklas.

NEW BUSINESS:  
November and  
December  
meeting dates

Member Marier moved, and Member Moats seconded, to reschedule the second meeting in November to November 30 and to cancel the second, or educational, meeting in December. Motion unanimous.

Long Range  
Plan

Chairman Nicklas indicated the next order of business would be discussion and consideration of the Long Range Plan.

Member Nugent made several statements concerning the Long Range Plan, prior to a motion for its formal adoption. He stated that one indication of a progressive institution is its ability to be in a long range planning mode, as opposed to organizations that respond to emergency situations. Harper is one of the institutions which has been extensively involved in long range planning. A special effort began in 1970 when an internal long range planning committee was convened. Later a blue-ribbon citizens committee was established to work with the internal committee and make final recommendations to the Board of Trustees. Member Nugent stated the work of the various committees has been tireless and well thought out, as evidenced by the 5th revision of the Long Range Plan now before the Board. He felt it was important that this plan be considered a living document and one that would be continually revised and changed as time goes on. Member Nugent also emphasized that the Board is making a planning decision, as opposed to approval for the implementation of the plan. As time passes and as various elements of the plan are ready for consideration, the Board would consider and act on the implementation of each element.

Member Nugent moved, and Member Marier seconded, to adopt the Long Range Plan for Harper College, 1970-1980, Fifth Draft, dated November 9, 1972 (copy attached to Minutes in the Board of Trustees' Official Book of Minutes).

Chairman Nicklas stated that she felt this was an excellent piece of work and everyone associated with the college should be justly proud of this document. She noted that while long range plans do exist at other colleges, this plan is unique in that students, faculty, staff, citizens, and Board members were involved collectively in the formulation of this representative plan. She also noted that she felt this was a flexible document subject to change as conditions change.

Dr. Lahti indicated he would like to thank the blue-ribbon citizens committee, the students, faculty and staff for



NEW BUSINESS:  
Long Range  
Plan (cont.)

many hours of tireless effort created by these groups to guide Harper College through the 1970's.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Marier, Miller, Moats,  
Nicklas and Nugent

Nays: None

Member Nugent indicated he intended to submit a letter of resignation in the very near future because of an opportunity that has presented itself in Ohio. The resignation would probably be effective Jan. 1, 1973, or earlier.

Chairman Nicklas indicated that while she was happy that Member Nugent had this opportunity, she of course thought the Board would be losing the fine service that he has always performed on behalf of the citizens of the Harper district. She continued that Mr. Nugent's business and industrial background and abilities to deal with people effectively will be sorely missed by the Board.

Member Nugent indicated that he has enjoyed working on the Board of Trustees and stated he will miss the college and everyone involved.

Member Marier moved, and Member Moats seconded the motion to adjourn at 1:15 a.m. Motion unanimous.

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Chairman Nicklas

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Secretary Miller