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WILLIAM RAINEY HARPER COLLEGE
Algonquin & Roselle Roads
Palatine, Illinois

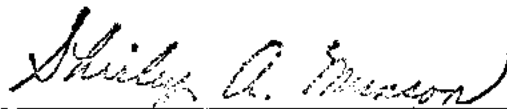
EXECUTIVE SESSION
&
COMMITTEE MEETING NOTICE

TO: Members of the Board of Trustees of Community
College District No. 512, Counties of Cook,
Kane, Lake, and McHenry, and State of Illinois

NOTICE IS HEREBY GIVEN that there will be a committee meeting of the whole of the Board of Trustees after adjournment of the special Board meeting on Tuesday, May 31, 1977, in the Board Room of the Administration Building, for the purpose of discussing the college budget.

NOTICE IS ALSO HEREBY GIVEN that there will be an executive session of the Board of Trustees on Tuesday, May 31, 1977, at the hour of 7:30 p.m., for the purpose of discussing the salary program for the classified staff and Local 11 Union.

DATED this 26th day of May, 1977, at Palatine, Illinois.



SHIRLEY A. MUNSON, Chairman
Board of Trustees

WILLIAM RAINEY HARPER COLLEGE
Algonquin & Roselle Roads
Palatine, Illinois

SPECIAL BOARD MEETING

AGENDA

May 31, 1977

8:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Unfinished Business
 - A. RECOMMENDATION: Adoption of Revised Board Policies Exhibit III-A
 - B. RECOMMENDATION: Monetary Award for Promotions Exhibit III-B
- IV. New Business
 - A. RECOMMENDATION: Faculty Salary Ranges, 1977-78 Exhibit IV-A
 - B. RECOMMENDATION: Faculty Salary Program, 1977-78 Exhibit IV-B
- V. Adjournment.

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 Special Board Meeting of Tuesday, May 31, 1977

CALL TO ORDER: The special meeting of the Board of Trustees of Community College District No. 512 was called to order by Chairman Munson on Tuesday, May 31, 1977, at 8:20 p.m., in the Board Room of the Administration Building, Algonquin and Roselle Roads, Palatine.

ROLL CALL: Present: Members Jan Bone, Joan Klussmann, Robert Moats, Shirley Munson, Jessalyn Nicklas, David Tomchek, Natalie Weber, and Student Member Robin Turpin
Absent: None

Also present: Robert E. Lahti, Michael W. Bartos, John Birkholz, Pat Bourke, Donald A. Carlson, Bob Chantry, Frank A. Christensen, R. B. Cormack, Anton A. Dolejs, George Dorner, Charles F. Falk, Guerin Fischer, John Gelch, Jean Goodling, W.R.Howard, Robert J. Hughes, C.Patrick Lewis, Jack Lucas, Dave Macaulay, W.J.Mann, Liz McKay, M.S.McMannis, William E. Miller, Joann Powell, Henry Roepken, D. Stansbury, Elaine Stoermer, Paul Swanson, Urban Thobe, P. Vander Haeghen, George Voegel, W. E. Von Mayr, John F. White, and Dave Williams--Harper College; Rena Cohen--Herald; and Richard L. Johnson and E. F. Murman.

UNFINISHED
BUSINESS:
Revised
Board
Policies

According to Board policy, revisions to the Policy Manual should be presented at one meeting and acted upon at the next meeting. Because of the necessity of distributing employment contracts, Chairman Munson pointed out there would not be time for a second reading of the proposed changes; therefore, it would be necessary to have a motion to set aside the rules.

Member Bone explained she had neglected to suggest at the previous committee meeting the inclusion of the words, "and to Board members," in 3.6.1.D. She now proposed this be added to read as follows: "Travel advances in excess of \$50.00 may be made to employees of the college and to Board Members in an amount equal to the anticipated costs of the trip." Member Bone stated she understood this was in line with actual practice but felt to be consistent it should be in the Policy Manual. Members of the Board agreed to this addition.

Member Weber moved, Member Klussmann seconded, to set aside the rules so the Board could approve the Policy Manual at this meeting.

UNFINISHED
BUSINESS:
Revised
Board
Policies
(cont.)

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson,
Nicklas, Tomchek, and Weber.

Nays: None

Motion carried. Member Turpin voted aye.

Member Weber moved, Member Bone seconded, to approve the Policy Manual with the present corrections as in Exhibit III-A attached to the minutes in the Board of Trustees Official Book of Minutes.

After discussion, it was the consensus of the Board to include on page 1, of Ex. III-A, (Preface - Footnote) the statement, "No person shall be subject to discrimination of any kind by the college on the basis of race, religion, sex, age, or national origin," as suggested by Member Tomchek. This statement is to be inserted after the first sentence.

On page 17 of the proposed changes in policy, Member Tomchek questioned if the Board had agreed to drop 3.1.4.C, the statement "Percentage of administrative rank proportion will be the same as stated in Policy 3.1.3." After discussion, Member Tomchek moved, Member Weber seconded, to amend the changes in policy to reinstate item 3.1.4.C.

Member Nicklas felt this should not be included and explained that rank for administrators is not based on the same reasoning and does not have the same budgetary implications as rank for faculty. Administrators' rank depends on length of service, qualifications, etc. They are classified by grade. They have certain job responsibilities within that grade and are paid according to that grade, within a range. Faculty have ranges that go along with rank, and Member Nicklas explained the reason for this is to allow greater flexibility, input, innovation, opportunity for promotion. Faculty is paid salary within a certain rank, but academic rank for an administrator does not affect his salary. Dr. Lahti added that rank is more or less of a benefit to an administrator if he or she would move on to another institution.

Upon roll call, the vote to amend was as follows:

Ayes: Members Tomchek and Weber

Nays: Members Bone, Klussmann, Moats, Munson,
and Nicklas

Motion defeated. Member Turpin voted aye.

UNFINISHED
BUSINESS:
Revised
Board
Policies
(cont.)

Referring to 3.7.5, Sect. 2, Definition of Grievance, Member Tomchek asked if the Board had agreed that "dismissal" would be removed in the last sentence. After discussion, the Board felt the statement they had agreed upon was essentially as follows: "Board decisions on tenure, promotion, dismissal, Faculty Fellowship Program, and on grievance appeals are not grievable items under this procedure."

Member Klussmann questioned item 5.0.8.A--Activity Fees, asking if rather than spelling them out, the Board had not agreed to have it the same as tuition, established by the Board. Mr. Lewis explained that 5.0.8--Fees was changed, but 5.0.8.A was not changed.

Member Klussmann asked why Member Tomchek's previous proposal on a statement of policy regarding confidentiality of material relating to negotiations had not been included in the revisions. Mr. Lewis stated that had been referred to counsel and not received back yet.

A question was raised on 3.0.2 regarding three-year employment contracts for vice presidents and two-year contracts for administrators who have served two years in an above average capacity. Dr. Lahti thought this had been in practice about three years. He explained the last sentence referred to the managerial evaluation system and administrators would not win a two-year contract unless they were in that category of performance.

William E. Miller, President of the Faculty Senate, asked why Division Chairmen will not continue to be called that. Dr. Birkholz explained the reason for the recommendation to change from Division Chairmen to Associate Deans. He stated that in comparing what Harper's Division Chairmen do with what people with comparable titles in some of the surrounding institutions do, it was felt this change would be appropriate.

Mr. Miller also questioned the rationale for deleting, under 3.0.9--Work Load, "...that will be in keeping with generally accepted community college practice." Dr. Lahti stated it was felt that phraseology would lead to misunderstandings and misinterpretations. He felt the statement, "The details of this rationale shall be delineated in the Faculty Procedural Manual," is clear and concise, leaves no doubt, and accomplishes what everyone wants.

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson,
Nicklas, Tomchek and Weber

Nays: None

Motion carried. Member Turpin voted aye.

UNFINISHED
BUSINESS:

On behalf of the Board, Chairman Munson thanked Mr. Lewis for his assistance and the time involved in reviewing these changes with the Board.

Monetary
Award for
Promotions

Member Klussmann moved, Member Weber seconded, to accept Alternative #1, in Ex. III-B, providing that each faculty member who was awarded a promotion at the March Board of Trustees' meeting, and for whom a 10% increase in said faculty member's contracted 1976-77 salary would not be in excess of the applicable salary range adopted by the Board of Trustees on Dec. 11, 1975, shall receive a 10% increase in the contracted 1976-77 salary; and each faculty member who is awarded a promotion, and for whom a 10% increase in said faculty member's contracted 1976-77 salary would be in excess of the applicable salary range adopted by the Board of Trustees on Dec. 11, 1975, shall receive a salary increase which when added to said faculty member's contracted 1976-77 salary equals the applicable salary range. (Copy of Ex. III-B attached to the minutes in the Board of Trustees' Official Book of Minutes.)

Member Nicklas spoke of the practice in the past of granting this kind of recognition to faculty and the Board's pride in those who are promoted. She felt because of the different climate now, the kinds of deficits the Board is contemplating, that the Board should consider defeating this motion. She suggested instead a one-time non-cumulative payment be considered.

Referring to the motion, Member Tomchek pointed out the Board would be considering 1977-78 salary ranges later in the meeting; therefore, he suggested amending the motion to include the words, "and any subsequent adjustments made thereto."

Member Tomchek moved, Member Weber seconded, that the motion be amended to read, "...salary range adopted by the Board of Trustees on Dec. 11, 1975, and any subsequent adjustments made thereto..."

Upon roll call on the amendment, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson,
Nicklas, Tomchek and Weber
Nays: None

The amendment to the motion was approved. Member Turpin voted aye.

In the discussion which followed, Member Moats felt there was nothing in Alternative #1 which would bind the Board to any specific amount in future years. Dr. Birkholz pointed out that Board Policy clearly states the Board is under no obligation and this will be determined on a yearly basis up to 10 percent.

UNFINISHED
BUSINESS:

Monetary
Award for
Promotions
(cont.)

Upon roll call on the amended motion, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson,
Tomchek and Weber
Nays: Member Nicklas

The motion carried. Member Turpin voted aye.

NEW BUSINESS:

Faculty
Salary
Ranges
1977-78

Member Klussmann moved, Member Weber seconded, that the Board of Trustees approve the following faculty salary ranges for the year 1977-1978:

Associate Instructor	\$10,050 - \$16,405
Instructor	11,550 - 18,820
Assistant Professor	13,250 - 21,630
Associate Professor	15,100 - 24,660
Professor	17,300 - 28,250

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson,
Nicklas, Tomchek and Weber
Nays: None

Motion carried. Member Turpin voted aye.

Faculty
Salary
Program
1977-78

Member Klussmann moved, Member Weber seconded, that the Board of Trustees approve the agreement regarding salary and monetary fringe benefits for the full-time faculty for the 1977-78 year, as set forth in the Memorandum of Agreement reached on May 18, 1977. (Copy of Agreement attached to minutes in the Board of Trustees' Official Book of Minutes.)

Member Nicklas read a statement in reference to the motion (copy of statement attached to the minutes in the Board of Trustees' Official Book of Minutes). She stated until recently, financial solvency has been achieved through sound financial management and planning and through a sense of fiscal responsibility by all elements of Harper College. Because of the lowered state support, inflation, and frozen tax rate, the college is now running a deficit. Member Nicklas referred to the delay in a tuition increase and no plans for a referendum. She felt with no plans for an increase in revenue, the Board's goal of a balanced budget was unrealistic. She referred to increased medical coverage as an increased benefit to faculty, and suggested the media investigate Harper's faculty salaries, including the various benefits which the college pays for, and compare them on a state and national basis. She pointed out the college is supported and governed by the community, and stated she did not feel the community would welcome having its rights to govern eroded by the Cook County Teachers Union.

NEW BUSINESS:

Faculty
Salary
Program
1977-78

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson,
Tomchek and Weber
Nays: Member Nicklas

Motion carried. Member Turpin voted aye.

ADJOURNMENT:

Member Bone moved, Member Weber seconded, that the meeting be adjourned at 9:00 p.m. Motion carried.

Chairman Shirley Munson

Secretary Natalie Weber

WILLIAM RAINEY HARPER COLLEGE

I. SUBJECT

Approval of faculty salary ranges for the year 1977-1978.

II. REASON FOR CONSIDERATION

The Board of Trustees must approve salary ranges for the full-time faculty.

III. BACKGROUND INFORMATION

The Board of Trustees reviews faculty salary ranges yearly, and adjusts the ranges as needed. For 1976-1977 the ranges were as follows:

Associate Instructor	\$ 9,750 - \$15,900
Instructor	\$11,200 - \$18,250
Assistant Professor	\$12,880 - \$21,000
Associate Professor	\$14,810 - \$24,140
Professor	\$17,030 - \$27,760

IV. RECOMMENDATION

That the Board of Trustees approve the following faculty salary ranges for the year 1977-1978:

Associate Instructor	\$10,050 - \$16,405
Instructor	\$11,550 - \$18,820
Assistant Professor	\$13,250 - \$21,630
Associate Professor	\$15,100 - \$24,660
Professor	\$17,300 - \$28,250