

WILLIAM RAINEY HARPER COLLEGE
Algonquin & Roselle Roads
Palatine, Illinois

SPECIAL BOARD MEETING

AGENDA

May 18, 1978

8:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
- IV. Citizen Participation
- V. Approval of Disbursements
 - A. Bills Payable
 - B. Payroll - April 15 and April 30, 1978
 - C. Estimated Payroll May 1 through June 30, 1978
 - D. Financial Statement
 - E. Budget Transfers
 - F. Bid Awards
 - G. Construction Change Order
- VI. Communications
- VII. Unfinished Business
 - A. Discussion: Budget - 1978-79 Exhibit VII-A
 - B. Appointment: Ethics Committee
 - C. Committee Reports
- VIII. New Business
 - A. RECOMMENDATION: Staffing
 - 1. Appointment, Associate Dean of Physical Fitness Center Exhibit VIII-A-1
 - 2. Professional Appointments Exhibit VIII-A-2
 - 3. Professional Resignations Exhibit VIII-A-3
 - 4. Classified Appointments Exhibit VIII-A-4
 - 5. Classified Resignations Exhibit VIII-A-5
 - B. RECOMMENDATION: Sabbatical Leaves Exhibit VIII-B
 - C. RECOMMENDATION: Promotions Exhibit VIII-C

- D. RECOMMENDATION: Joint Educational Agreement Exhibit VIII-D
 - E. RECOMMENDATION: Consolidation of Bank Accounts Exhibit VIII-E
 - F. RECOMMENDATION: Policy Manual Review (First Reading) Exhibit VIII-F
 - G. RECOMMENDATION: Institutional Goals 1978-79 Exhibit VIII-G
 - H. RECOMMENDATION: Tax Rate Increase Exhibit VIII-H
 - I. BOARD INFORMATION: Faculty Fellowship Exhibit VIII-I
 - J. BOARD INFORMATION: Tenure Exhibit VIII-J
 - K. BOARD INFORMATION: Affirmative Action Exhibit VIII-K
- IX. President's Report
- X. 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 Thursday, May 18, 1978

CALL TO ORDER: The special meeting of the Board of Trustees of Community College District No. 512 was called to order by Chairman Klussmann on Thursday, May 18, 1978, at 8:05 p.m., in the Board Room of the Administration Building, Algonquin and Roselle Roads. Chairman Klussmann welcomed members of the staff, student body and community.

ROLL CALL: Present: Members George F. Dasher, Joan Klussmann, David Tomchek and Natalie C. Weber
Absent: Members Janet Bone, Shirley Munson, Jessalyn Nicklas, and Student Member John Demmert

Also present: John R. Birkholz, M. W. Bartos, Martha Lynn Bolt, Pauline A. Buss, Donald A. Carlson, Dan Cash, Bob Chantry, W. D. Davis, Ray DePalma, Anton A. Dolejs, C. J. DuBois, T. J. Dybos, Charles F. Falk, Frank Firak, Guerin Fischer, John Gelch, Barbara P. Gooch, Jean Goodling, Lois Hansen, Bill Howard, Fred Inden, Larry P. Kent, Karen Keres, John Lucas, John Madej, G. P. Makas, Dorothy McCabe, Tom McCabe, Liz McKay, M. Scott McMannis, B. Miller, Don Misic, John Morrow, John Muchmore, Jeanne Pankanin, Joann Powell, Don Sedik, Jay Singlemann, James J. Smith, D. Stansbury, Elaine Stoermer, Urban A. Thobe, John H. Thompson, Robert W. Tysl, Fred Vaisvil, H. L. Vessell, George Voegel, John F. White, Dave Williams, Betty M. Windham, Joan R. Young, R. Zilkowski, and Muriel Zobott--Harper College; Paul Johnson, Ed Mesmer, Jody Saunders, and Debbie Teschke--Harper Students; Rena Cohen--Paddocks Publications; and E. J. Buss, Sally Carlson, Mrs. R. L. DePalma, Barbara Fischer, Frank C. Smith and Gloria Tysl.

MINUTES Member Dasher moved, Member Weber seconded, approval of the minutes of the rescheduled regular Board meeting of April 20, 1978.

Motion carried.

CITIZEN PARTICIPATION: There was no citizen participation.

DISBURSEMENTS: Member Weber moved, Member Dasher seconded, approval of Bills Payable the bills payable as of May 11, 1978, as follows:

Educational Fund	\$508,036.86
Building Fund	196,734.25
Site & Construction Fund	305,050.67
Bond & Interest Fund	129,185.65
Auxiliary Fund	98,175.34
Bond & Interest Fund (Supplemental)	136,150.00

DISBURSEMENTS:
Bills Payable
(cont.)

Upon roll call, the vote was as follows:

Ayes: Members Dasher, Klussmann, Tomchek and Weber
Nays: None

Motion carried.

Restricted
Purposes
Fund

Member Weber moved, Member Dasher seconded, approval of the Restricted Purposes Fund, in the amount of \$96,251.45.

Member Tomchek noted that the total of the Restricted Purposes Fund was substantially lower. Dr. Birkholz stated he had put a freeze on disbursements from the Restricted Purposes Fund and only items approved by him were put through the fund. He stated they were attempting to identify those things that have to be paid immediately and those that can wait, and in this way correct some of the cash flow problems. Dr. Birkholz stated that hopefully by the beginning of the fiscal year, the items in the Restricted Purposes Fund would be coming to the Board for approval before payment.

Upon roll call, the vote was as follows:

Ayes: Members Dasher, Klussmann, Tomchek and Weber
Nays: None

Motion carried.

Member Bone entered the meeting at 8:15 p.m.

Payrolls

Member Weber moved, Member Bone seconded, approval of the payroll of April 15, 1978, in the amount of \$457,491.66; the payroll of April 30, 1978, in the amount of \$466,745.48; and the estimated payroll of May 1, 1978 through June 30, 1978, in the amount of \$1,834,610.72.

Upon roll call, the vote was as follows:

Ayes: Members Bone, Dasher, Klussmann, Tomchek
and Weber
Nays: None

Motion carried.

Utility
Bills

Member Weber moved, Member Bone seconded, approval of the estimated utility bills for July, 1978, in the amount of \$42,840.00

Upon roll call, the vote was as follows:

Ayes: Members Bone, Dasher, Klussmann, Tomchek
and Weber
Nays: None

Motion carried.

DISBURSEMENTS:
Financial
Statements

Member Dasher moved, Member Weber seconded, to direct the administration to consolidate all non-interest bearing funds in an Illinois-based bank which has an active department investing daily in a short-term money market.

Referring to the cash on hand in various banks, Member Dasher stressed the importance of getting this money consolidated and invested as soon as possible. He mentioned several large banks--for example, Continental Illinois Bank--who have such departments. Chairman Klussmann suggested waiting until this item came up later on the agenda under Ex. VIII-E. Member Dasher withdrew his motion and Member Weber withdrew her second.

On behalf of Member Munson, Member Weber questioned the Leadership Program budget on page 136 of the financial statements. Because they were over \$28,000 short as of this date, Dr. Birkholz felt they certainly would not make their budget. It appeared anticipated tuition was not there. Dr. Birkholz stated the enrollments in that particular area would be looked into and a report made to Member Munson.

Dr. Birkholz referred to his memo to the Board, dated May 8, 1978, regarding the financial statements. Due to an oversight in a computer program, a few variances (balances) between budget and actual amounts were understated and had been corrected. Dr. Birkholz requested the minutes reflect that the memo, including pages 3, 62, 70, 74, 75, 95, 96, 107, 108, 109 and 110, was sent to the Board as a correction.

Budget
Transfers

Member Tomchek moved, Member Weber seconded, approval of the budget transfers in Ex. V-E(1) through V-E(3), copies of exhibits attached to the minutes in the Board of Trustees Official Book of Minutes, as follows:

- V-E(1) Educational Fund budget transfers in the amount of \$450.00,
- V-E(2) Building and Maintenance Fund budget transfers in the amount of \$7,800.00,
- V-E(3) Auxiliary Fund budget transfers in the amount of \$250.00.

Upon roll call, the vote was as follows:

- Ayes: Members Bone, Dasher, Klussmann, Tomchek and Weber
- Nays: None

Motion carried.

DISBURSEMENTS:
Bid Awards

Member Tomchek moved, Member Weber seconded, approval of bid awards in Exhibit V-F1 through V-F5 attached to the minutes in the Board of Trustees Official Book of Minutes, as follows:

- V-F1 Award the bid to the low bidder within the college district, Hobart-McIntosh, in the amount of \$6,950.00 for duplicator ditto paper;
- V-F2 Award the bid for the materials and installation of a dimming system in Rooms D-231 and D-233 to Arlington Electrical Co., in the amount of \$2,980.00;
- V-F3 Award the bid for the labor and materials for installation of a temporary bituminous concrete sidewalk to Higgins Asphalt Co., in the amount of \$9,774.00;
- V-F4 Approve the third year of a three year lease with option to buy for an Offset Press from A. B. Dick Co., in the amount of \$910.50 per month, for an annual total of \$10,926.00;
- V-F5 Authorize five change orders for Food Services---
 - P.O. D7275 from \$2,400 to \$3,400
 - P.O. D7274 from \$14,000 to \$23,250
 - P.O. D7208 from \$8,500 to \$10,500
 - P.O. D7776 from \$9,402.69 to \$10,402.69
 - P.O. D7273 from \$2,200 to \$2,700.

Upon roll call, the vote was as follows:

- Ayes: Members Bone, Dasher, Klussmann, Tomchek and Weber
- Nays: None

Motion carried.

Construction
Change Orders

There were no construction change orders.

COMMUNICATIONS:

There were no communications.

UNFINISHED
BUSINESS:
Budget--1978-79

Chairman Klussmann suggested deferring the budget discussion until the discussion of a referendum later in the meeting.

Appointment,
Ethics
Committee

At Chairman Klussmann's request, Dr. Birkholz reported the membership of the Ethics Committee as follows: Board--Members Dasher and Tomchek, administration--George Voegel, classified staff--Rosemary Murray. He stated as yet he had not received the faculty representative's name. Chairman Klussmann requested that Mr. Miller, President of the Faculty Senate, forward that name to Dr. Birkholz.

UNFINISHEDBUSINESS:

Committee

Reports--ICCTA
Representative

Member Bone reported she had been unable to attend the May meeting of the ICCTA, but stated she would see that Board members received copies of the information she had received. The June meeting of the ICCTA will cover the Open Meeting law at the session on Friday, with the regular meeting held on Saturday. The workshop for new trustees will be held at a separate location.

Policy
Committee

Member Bone reported the revisions to the Policy Manual will be presented later in the meeting.

Building and
Construction

Member Dasher stated there was nothing new to report.

Goals Committee

Member Weber stated the issue of goals will come up later in the meeting.

NEW BUSINESS:Executive

Session

Member Bone moved, Member Dasher seconded, that the Board go into executive session for discussion of some of the items pertaining to staffing. Motion carried and the Board recessed to executive session at 8:25 p.m.

Chairman Klussmann called the meeting back to order at 8:45 p.m., with the following present: Members Bone, Dasher, Klussmann, Tomchek and Weber.

Staffing--Appt.
of Assoc. Dean
of Physical
Fitness Center

Member Bone moved, Member Weber seconded, the appointment of Mr. John A. Gelch as Associate Dean of Physical Education, Athletics and Recreation, with the rank of Associate Professor, effective July 1, 1978 at an annual salary of \$28,328.00 to be paid out of account #101-980-511.

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, and Weber

Nays: Member Tomchek

Abstained: Member Dasher

Motion carried.

Chairman Klussmann congratulated Mr. Gelch on his appointment.

--Professional
and Classified
Appointments

Member Weber moved, Member Bone seconded, the ratification of the employment of a professional employee, Walter Reynolds--Student Development Associate, from May 22 to June 30, 1978, and the ratification of the employment of the following classified employees: Bharti Doshi, Accounting Clerk I; Donald Batko, Public Safety Officer; and Jane Campagnolo, Bookkeeper (CETA).

For the information of the audience, Dr. Birkholz explained that the Board had not previously ratified professional or classified employment. A Board member had raised the question about Board ratification and official appointment of individuals in all positions. Legal counsel advised the Board should ratify all appointments.

NEW BUSINESS:

Staffing--

Prof. and
Classified
Appts. (cont.)

Upon roll call, the vote was as follows:

Ayes: Members Bone, Dasher, Klussmann, Tomchek
and Weber
Nays: None

Motion carried.

--Professional
and Classified
Resignations

Member Tomchek moved, Member Weber seconded, ratification of the resignation of a professional employee, JoAnne Hayes--Coordinator Education Foundation, and ratification of the resignations of the following classified employees: Brenda Lacy, Messenger; Michelle Townley, Secretary I; Elaine Dixon, Learning Resource Clerk I; Dennis DePiazza, Offset Press Operator I; and Judy Melville, Food Service Helper II.

Upon roll call, the vote was as follows:

Ayes: Members Bone, Dasher, Klussmann, Tomchek
and Weber
Nays: None

Motion carried.

Dr. Birkholz stated he had not been in attendance at the April 18 meeting when the resignation of Dr. Frank Christensen had been accepted. He felt it was important to officially place in the minutes the many fine contributions Dr. Christensen had made to Harper College. Originally, Dr. Christensen had come to Harper as a counselor, then headed up the Learning Lab, and then took over as head of the Special Services Division. Dr. Birkholz noted that among many of Dr. Christensen's accomplishments he had been associated with the Liberal Studies Program, and had worked with the CAEL Committee for Assessment of Experiential Learning and the Adult Basic Education Program. Chairman Klussmann added that the creative efforts of Dr. Christensen will certainly be missed by all.

Sabbatical
Leaves

Member Weber moved, Member Bone seconded, that the following persons be granted sabbatical leaves in accordance with Policy Section 3.3.1, up to a maximum of salary as provided in Board Policy.

Ms. Jeannette Halle, Life & Health Sciences,
Critical Care Nursing, fall semester, with full pay.

Mr. James Roll, Social Science & Public Services,
completion of Ph.D. at Northwestern University,
spring semester, with full pay.

Member Dasher questioned where the money was coming from for these two sabbaticals. He felt they were acting as though there is no problem, and stated he could see no way sabbatical leaves could be approved this year.

NEW BUSINESS:
Sabbatical
Leaves (cont.)

Dr. Birkholz stated these monies are included in the current base budget for these purposes. He stated the Board has the administration's further recommendations for the budget for next year.

Member Dasher pointed out he felt the Board must cut further, at least \$1,000,000, in order to have a balanced budget next year; it had not been proved to his satisfaction that some of the proposed cuts would not be more damaging to the college than postponing these sabbaticals for a year.

Dr. Birkholz recommended the Board approve these sabbatical leaves.

Member Weber referred to sabbaticals granted in the past, stating the benefit to the college has always proved to be worth the small cost involved. She felt the Board must keep in mind the importance of cost effectiveness, but at the same time felt there are certain things where the benefits outweigh the costs.

Member Dasher asked what the cost would be to the college. Dr. Birkholz stated the average faculty salary for two people for one semester would be \$19,000, plus \$9,000 for coverage. Member Tomchek pointed out if these two people did not go on sabbatical they would be paid approximately \$19,000, and for \$9,000 the Board can give two sabbaticals.

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, Tomchek and Weber
Nays: None
Abstained: Member Dasher

Motion carried.

Promotions

Member Weber moved, Member Tomchek seconded, that the following promotions be granted, effective with the 1978-79 academic year. Monetary awards, if any, will be determined at a later date.

From Associate Instructor to Instructor

Shirley Phillips - Operating Room Technician

From Instructor to Assistant Professor

Marlene Andalman - Child Development
Roger Bechtold - Physical Education
Margaret Burbach - Nursing
Donald Holland - Business
Larry Knight - Geology
William E. Miller - History
LeRoy Mottla - English
Nancy Fojo - Student Development

NEW BUSINESS:
Promotions
(cont.)

From Assistant Professor to Associate Professor

Sharon Alter - History
Judith Dincher - Nursing
Robert Held - Accounting
Guenter Lehmann - Architecture
Michael Oester - Chemistry and Mathematics
William Schooley - Mathematics

From Associate Professor to Professor

Ray DePalma - Biology
Gertrude Kerbis - Architectural Technology
Rose Trunk - Accounting and Economics
Robert Tysl - Speech and Theatre
Betty Windham - Physics

Upon roll call, the vote was as follows:

Ayes: Members Bone, Dasher, Klussmann, Tomchek
and Weber

Nays: None

Motion carried.

On behalf of the Board, Chairman Klussmann congratulated all those promoted.

Joint
Educational
Agreement

Chairman Klussmann asked Dr. Birkholz to discuss the proposed Joint Educational Agreement which had been reviewed by legal counsel. Dr. Birkholz referred to item 18, page 6, stating it was important the Board recognize that if this particular format is approved the chargeback costs will not apply for students in those courses covered under this agreement; they would pay in-district rates. Mr. Dolejs stated he is concerned with the control of the number of students being received and the number of students being sent, and also with the difference in costs between the courses involved.

Dr. Birkholz suggested deferring action on this until the administration could provide the Board with more background information--the specific programs involved, the number of students involved, the dollars involved--what it would have cost this year under this type of agreement.

As it was the consensus of the Board to defer action on this item, Chairman Klussmann stated it would be deferred until Dr. Birkholz could provide the Board with more information.

Consolidation
of Bank
Accounts

Member Dasher moved, Member Weber seconded, that the Board direct the administration to consolidate all non-interest bearing funds, these are to be invested in an Illinois-based bank which has an active department investing daily in a short-term money market.

NEW BUSINESS:
Consolidation
of Bank
Accounts
(cont.)

Member Dasher stated for example he had been told by the Continental Illinois Bank that they would pay interest on college funds at the current 180 day CD rate, which is currently 7.65 percent. On the money available last month that would have amounted to \$10,200.00.

Member Munson entered the meeting at 9:05 p.m.

Member Dasher felt the questionnaire in the exhibit was excellent but totally irrelevant. He did not feel the big banks were likely to cause any problems.

A lengthy discussion followed. Mr. Dolejs explained that the uninvested funds were as of the particular balance sheet date; this condition existed on the balance sheet date but did not exist at the end of the month. Member Dasher agreed cash funds fluctuate, but stated he also knew in good financial management no money lies idle--it is always invested with a zero balance. He pointed out that on 3/31/78 and 4/30/78 there was approximately \$1,600,000 uninvested.

Mr. Dolejs referred to the use of large banks using the vehicle of the open time deposit. He stated this had been investigated in 1974, at which time there was some question of the legality of this type of investment since they were investing in commercial paper. Mr. Dolejs stated he had recently received information from Continental Illinois Bank whereby they could possibly segregate the college's money and put it in a type of investment which would be legal for the college. He stated he planned to forward this information to the Board attorney for review. If it is legal and advantageous for the college, the college would do so. However, Mr. Dolejs felt it was inconsequential whether the money was in a Chicago bank or a large bank within the college district. Member Dasher stated his main concern was that the college draws interest on their money.

Dr. Birkholz asked for clarification from the Board as to whether they wanted the administration to bid this out or whether they wanted to go with Member Dasher's recommendation.

Member Tomchek moved, Member Munson seconded, to amend the motion by substitution, and moved to adopt the recommendation of the administration that they be authorized to proceed with the bidding process for banking services and the selection of a depository based on specified criteria.

Chairman Klussmann pointed out the procedure would be to mail the bid form to all area banks with capital stock and surplus over \$4,000,000 and also to two or three downtown banks.

NEW BUSINESS:
Consolidation
of Bank
Accounts
(cont.)

In discussing how long this process would take, Mr. Dolejs felt it would take approximately a week to receive the questionnaires back and a month to have the checks printed. Dr. Birkholz assured Member Dasher the administration would endeavor to see that all cash is invested.

Upon roll call, the vote was as follows:

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

Motion carried.

Chairman Klussmann felt Member Dasher's main concern was encompassed in the motion and stated that the banks he felt were equipped to handle this will be contacted by the administration.

Policy Manual
Review (First
Reading)

Member Bone reported the First Reading of the changes to the Board of Trustees Policy Manual were the result of two meetings--first of the Committee and then a meeting of the committee-of-the-whole at which these changes were discussed. She stated this is the First Reading and they will come up again for a Second Reading and finalization. Member Bone pointed out it is possible that later in the year there may be additional changes.

The Board approved the First Reading of the changes to the Board of Trustees Policy Manual by voice vote.

Institutional
Goals 1978-79

Chairman Klussmann stated the 1978-79 Institutional Goals with revisions were the result of a committee-of-the-whole meeting on April 29, 1978.

The Board accepted the 1978-79 Institutional Goals with revisions as indicated in VIII-G by voice vote. (Ex. VIII-G attached to the minutes in the Board of Trustees' Official Book of Minutes.)

Member Munson called attention to the primary institutional goal--to work for a balanced budget next year.

Tax Rate
Increase

Dr. Birkholz reviewed his memo to the Board, dated May 11, 1978, which included ending fund balances, estimated cash balances, assumptions used in the five-year plan, and cuts made from Round II to Round III of the budget. He reviewed general responses he had received in a discussion with legal counsel regarding questions on the sale of the second site. Dr. Birkholz stated he would not recommend serious consideration of the sale of the second site until finalization and deliberation of the Master Plan.

NEW BUSINESS:

Tax Rate
Increase
(cont.)

Member Tomchek asked if there was any requirement calendarwise that the Board vote on a referendum at this meeting or three weeks from now. Dr. Birkholz stated there was none.

Member Weber stated she desired additional facts and figures and would prefer to defer action on a referendum until the June Board meeting. Member Dasher felt the college has a severe financial problem which the Board has to face now.

Member Bone moved, Member Dasher seconded, that a tax referendum be held no later than September, 1978, for a tax rate increase of 7½¢ in the Education Fund, and that the necessary legal resolution be presented to the Board at the regular meeting in June.

Member Tomchek pointed out that Round III of the budget had not been completed and stated he could not support a 7½¢ tax rate increase at this point.

Member Bone reported she had spent many hours studying the budget situation and the cash flow situation. She explained she felt the 7½¢ increase was necessary because of the inflation factor and because of the difficulties which will arise with the consolidation of elections law.

In looking at projections that show fund balances in excess of \$1,000,000, Member Tomchek stated he felt it was not appropriate for public agencies to tax taxpayers and then invest the money. He felt they could borrow money as others do when faced with shortages.

Chairman Klussmann asked Dr. Birkholz to explain how the administration will deal with negative cash balances even with a 7½¢ referendum. Dr. Birkholz agreed that in looking at fund balances it appears there would be substantial sums of money. The college will still need to borrow money, however, because of the nature of the cash flow. He did not object to borrowing money on a short-term basis, but looking at future projections he pointed out the college could not borrow enough money to meet their cash flow. The administration feels their assumptions are sound, but Dr. Birkholz pointed out they are dealing with significant variables--enrollments, state aid, taxes. Dr. Birkholz stated he believed a tax rate increase was needed to run the college.

Member Dasher commented that the question was whether the college would have surplus funds to invest and get a return from the bank or borrow and pay interest to the bank. He felt it was important to minimize short-term borrowing and stated it added to expenses to go in deficit. Member Tomchek stated it added to taxes when more money is asked for than needed from taxpayers. Member Dasher felt it was a question of whether to spend

NEW BUSINESS:

Tax Rate
Increase
(cont.)

the money on the educational system or to help carry the bank's profit. Member Tomchek felt the final decision will be made by people going to the polls. He felt the Board was treating this serious issue in a very cavalier manner.

Member Munson stated after working with budgets for five years she felt the spiraling pattern had to be stopped. She pointed out, however, that even with everything remaining constant there would be need for additional funds; the college will be faced with increased utility costs, some adjustments in salaries, etc.

Discussing her motion for a 7½¢ referendum, Member Bone stated she felt safer with 7½¢, particularly in view of what may happen to state aid in Springfield. Dr. Birkholz stated his recommendation was 6½¢. He felt this would carry the college, based on the assumption that all the assumptions come true.

If the Master Plan indicated the second site should be sold, Dr. Birkholz stated he would recommend the sale. He pointed out, however, that this would carry the college for only one year. It was not a solution to the problem.

Member Tomchek stated he did not question the need for a referendum, only the manner in which they were going about it, making the decision now when they would not have information available for the press. He felt ways in which the referendum might be sold should be identified. Referring to the sale of the second site, Member Weber stated her point was that at least they would have enough to carry the college until they could have a well thought out approach to a referendum.

Chairman Klussmann felt the college needed a referendum, stating there are very real financial problems and it is the Board's responsibility to meet these problems. However, she felt there was a need for Board unification on this and asked Members Tomchek and Weber if they felt they could vote for a referendum at the June meeting. Member Tomchek stated he saw a referendum as a kind of political campaign and felt the decision to go for a referendum would be the opening shot in the campaign. He added the way it is initially presented would have a lot of impact on how people respond.

Member Munson pointed out that Board approval is needed first. After approval, she felt figures could be slotted into the planning process for preparation for the referendum. She agreed the Board should go into this as a unified group. Member Dasher felt the cash projections were all anyone needed to see. Member Tomchek questioned who would be in charge of promoting the referendum. Member Munson stated the Board would give direction to the administration.

NEW BUSINESS:
Tax Rate
Increase
(cont.)

Member Weber again pointed out that not all the latest information was plugged into the figures the Board had received. Dr. Birkholz explained that in his memo of May 11 the items in Exhibit C are not plugged into the cash flows, but stated in his judgment that the \$279,000 over a three year period would not significantly affect those figures. Referring to the other list he had sent the Board, Dr. Birkholz stated he was not recommending those cuts. He was recommending the cuts for \$279,000 and felt he should be directed by the Board as to whether they agree on those cuts or not.

Member Tomchek questioned why the Board was making a decision on a referendum now if it was not required to be made now. Dr. Birkholz felt the more lead time they had on a referendum the better position they would be in to successfully pass it. Member Tomchek disagreed, stating that sometimes short campaigns are better than long ones.

Member Weber moved, Member Tomchek seconded, to table the motion.

Upon roll call on the move to table, the vote was as follows:

- Ayes: Members Klussmann, Tomchek and Weber
- Nays: Members Bone, Dasher and Munson

Motion failed.

Chairman Klussmann explained her vote, stating she felt the referendum was so important to the college that it was important to have the Board behind it unanimously. She did feel the Board all agreed a referendum was needed.

Dr. Birkholz suggested the Board take no further action at this meeting. He stated the administration would provide the Board with whatever information Members Tomchek and Weber felt was necessary by the next meeting.

Member Munson moved to amend the motion, Member Weber seconded, to defer action on the motion until June 8.

Member Bone withdrew her motion, and Member Dasher withdrew his second.

Chairman Klussmann stated this item would come up again at the June Board meeting.

Faculty
Fellowship
Program

Chairman Klussmann stated no action was required on the Faculty Fellowship Program, Ex. VIII-I. This was for Board information only.

NEW BUSINESS:
Tenure

Chairman Klussmann stated no action was necessary on the exhibit pertaining to tenure. It is Board information, provided by the administration to inform them of those individuals eligible for tenure at a later date.

Affirmative
Action

Member Munson moved, Member Bone seconded, that the Board accept the Plan and EEO-6 Summary in fulfillment of Board Policy 2.1.1 and that Elaine Stoermer be appointed Affirmative Action Officer for the 1978-79 academic year.

Motion carried.

PRESIDENT'S
REPORT:

Dr. Birkholz informed the Board that ordinarily a resolution provides for the posting of the legal budget in June. He stated the legal budget will be posted in July this year.

Dr. Birkholz announced that graduation will be on Sunday, May 21, and he expressed the hope that all Board members will be able to attend.

ADJOURNMENT:

Member Dasher moved, Member Munson seconded, that the Board adjourn to executive session. Motion carried and the meeting was adjourned at 10:15 p.m.

Chairman Joan Klussmann

Secretary Natalie Weber