

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 Regular Board Meeting of Thursday, September 26, 1996

CALL TO ORDER: The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chairman Moats on Thursday, September 26, 1996 at 7:30 p.m. in the Board Room of the Administration Building, 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL: Present: Members Gillette, Hess, Howard, Kolze, Moats, and O'Reilly; Student Member Starek
Absent: Member Barton

Also present: Paul Thompson, President; Ed Dolan, V.P. Academic Affairs; Bonnie Henry, V.P. Student Affairs; Judy Thorson, V.P. Administrative Services, David McShane, V.P. Information Systems; Felice Avila; Mary Azawi; Vic Berner; Rich Burnstein; Larry Bielawa; Steve Catlin; Harley Chapman; Charlene Christin; Tom Choice; Robert Getz; Jerry Gotham; Amy Hauenstein; Bill Howard; Thea Keshavarzi; Joan Kindle; David Lauerman; Liz McKay; Russ Mills; Rosemary Murray; Bill Neumann; Elena Pokot; Greg Rogers; Phil Troyer; Lee Vogel; Joan Young; Laurie Wren - Harper College. Students: Bill Blankenship; Timothy Ferguson; Chip Lindt; Ben Olson; Caroline Saccomanno; Steve Subrey; Mark Vetterli. Guests: Deborah Bartsch, Toshiba American Consumer Products; Alan Bombeck, Legat Architects; Michael Lundeen, Legat Architects; Peter McHugh, Omron Electronics; Keith O'Higgins, Metro Design Associates; Jerry Overley, Motorola, Inc.; Karen Serantoni; Margaret Van Duch, Chicago Tribune; Lemuel Williams.

Chairman Moats asked for a motion to change the agenda in order to address Exhibits VIII-G1 and VIII-G2, and to hear student concerns.

Member Kolze moved, Member Howard seconded, that the agenda be modified as above.

In a voice vote, the motion carried.

NEW BUSINESS

College Naming
Program, Room 231,
Building D

Member Howard moved, Member Kolze seconded, that Room 231, Building D, be named **The Harold and Teresa Cunningham Room**, as outlined in Exhibit VIII-G1 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

President Thompson welcomed former Harper Professor Harold Cunningham and his wife, Teresa. For many years, Mr. Cunningham has donated to a scholarship in memory of his father which allowed the College to award a math scholarship each semester to a deserving student. Mr. and Mrs. Cunningham have decided to fully endow the math scholarship with an additional donation of \$28,000. President Thompson noted that the naming of a computer laboratory after Harold and Teresa Cunningham is a fitting tribute to their generosity. He thanked them for providing this fine example to the Harper faculty and staff and for their dedication to the welfare of Harper students. Chairman Moats also thanked Mr. and Mrs. Cunningham for their generous gift, and presented them with a plaque. Professor Cunningham thanked the Board and the College for this recognition.

College Naming
Program - College
Dining Hall

Member Howard moved, Member Gillette seconded, that the College Dining Hall be named **The Cockrell Dining Hall**, as outlined in Exhibit VIII-G2 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

President Thompson introduced Matt and Betty Cockrell and their family. The family donated property through a gift sale arrangement to the Foundation, which resulted in an endowment worth \$250,000 which funds in perpetuity the **Betty and Matt Cockrell Scholarship**. As many

as 15 full-time students can avail themselves of this scholarship each year. President Thompson also thanked Educational Foundation Director Al Shapiro for his work in making this gift possible.

On behalf of the Board and the Educational Foundation, Chairman Moats presented Mr. and Mrs. Cockrell with a Tom Lynch print of the campus, and expressed appreciation for their generosity. Mr. Cockrell thanked Mr. Shapiro and his family for their cooperation. President Thompson reiterated his appreciation to the family for their generosity to the College.

CITIZEN
PARTICIPATION

A number of students and staff members from the Electronics program were present and expressed their concerns regarding the inadequate equipment available in the Electronics Department and the impact that this situation has on their education.

President Thompson stated that the administration is aware of the needs that must be met in the Electronics Program and noted that there is a plan in place to address those needs. Electronics is next in line for the highest quality of computing equipment that the College can provide, with the equipment scheduled to be in place no later than the beginning of next semester. He thanked those who expressed their concerns, and asked that they be patient until the new equipment is in place. Letters of concern from the group were collected, and Chairman Moats stated that the administration would reply to these.

COMMUNICATIONS

Member Kolze read a letter from the family of Roy Kearns, who expressed thanks for the naming of the aquatic center at the College in his memory. The Board also received a note from Member Barbara Barton who expressed appreciation to her Board colleagues and members of the Harper community for the floral arrangement she received following recent surgery. A note was received from the parents of Steve Patterson, a Public Safety employee who recently passed away, expressing their thanks

for the support they received from the Harper community.

UNFINISHED BUSINESS

Chairman Moats asked that the agenda be amended to include Revised Exhibit VIII-A1, as well as Revised Exhibit VIII-C, and to include an executive session.

Member Kolze moved, Member O'Reilly seconded, that the Agenda be approved as amended.

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hess, Howard,
Kolze, O'Reilly and Moats.

Nays: None

Motion carried. Student Member Starek voted aye.

Student Trustee
Report

Student Member Starek reported that his fellow students have expressed their relief and appreciation concerning the settlement of the recent faculty contract.

Clubs and Organizations Day took place on September 16 and 17. This was a very successful event and involved approximately 30 active clubs on campus. A roundtable discussion for all of the organizations has been set for November 1 to discuss plans for community and campus involvement.

Student Member Starek has met with President Thompson to discuss the posting policy on campus, and he expected to report on changes to be made at the October regular Board meeting.

The Student Senate elections were held recently. Caroline Saccomanno, Student Senate President, noted the turnout was not as high as they would have liked. However, there will be a full Senate and a full set of representatives this year. The Senate sponsored a voter registration drive which was very successful and registered approximately 200 people in two days.

Chairman Moats asked why the turnout was so low. Student Member Starek responded that the candidates all ran uncontested, so many students did not bother to vote. Ms. Saccomanno attributed a large part of the problem to the fact that students must have their Student Activity card in order to vote, and many students do not keep their cards because they do not realize the importance of the card. This issue has come up before, and she would like to see this policy changed. Chairman Moats asked if the Student Senate has taken a position. Ms. Saccomanno stated that they would like to see a picture identification card used, or possibly use the technology available on campus to use the students' social security numbers as identification. Chairman Moats stated that the College, particularly students, should strive to encourage more active participation in the democratic process. Student Member Starek and Ms. Saccomanno agreed, and noted that they will be working toward this goal.

CONSENT AGENDA

Member Howard moved, Member O'Reilly seconded, approval of the minutes of the August 22 Regular Board meeting and executive session; bills payable; payrolls for August 16, August 30 and September 13, 1996; estimated payrolls for September 14 through November 8, 1996; for information: financial statements, committee and liaison reports, and grants and gifts status report, as outlined in Exhibits VI-A and VI-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

| | |
|--|----------------|
| Operating & Auxiliary Funds | \$5,663,605.86 |
| Restricted Purposes and Trust & Agency Fund | 623,752.35 |
| Federal Funds | 43,137.10 |
| Imprest Fund | 78,113.89 |
| Tuition Refunds | 3,850.10 |

The payrolls of August 16, 1996 in the amount of \$1,091,834.78, August 30, 1996 in the amount of \$1,199,508.86, and September 13, 1996 in the amount of \$1,511,086.69; estimated payroll of September 14, 1996 through November 8, 1996 in

the amount of \$5,617,638.95; and estimated utility bills in the amount of \$125,000.00.

BID AWARDS

Member Kolze moved, Member Howard seconded, that the Board approve the Bid Awards as outlined in Exhibits VII-A1 through VII-A8 (attached to the minutes in the Board of Trustees' Official Book of Minutes) as follows:

- Ex. VII-A1 Award Bid Q8775 to Northwestern Salt Co., Inc., the low bidder for calcium chloride, in the amount of \$13,590.00.

- Ex. VII-A2 Award Bid Q8776 to Kelvin Press, Inc., the low bidder for printing of the Spring 1997 Extension booklet, in the amount of \$12,591.00.

- Ex. VII-A3 Award Bid Q8769 to Network General Corporation, the only bidder for Network Diagnostic Tools, in the amount of \$37,715.00.

- Ex. VII-A4 Award Bid Q8768 to Data Cable Services, Inc., the low bidder for the installation of network cabling, in the amount of \$25,437.50.

- Ex. VII-A5 Award Bid Q8773 to The Woodfield Group, the lowest bidder for the Servers, in the amount of \$33,440.00 and to Southland Micro Systems, Inc., the lowest bidder for the Memory in the amount of \$12,572.00, for a total award of \$46,012.00.

- Ex. VII-A6 Award Bid Q8774 to Perkin Elmer, the lowest responsible bidder for an Atomic Absorption Spectrometer, in the amount of \$24,739.82.

Ex. VII-A7 Award Bid Q8772 to Novell under the State of Illinois Master License Agreement, the lowest contract for the Novell 4.1 License, in the amount of \$26,982.50 and to Peters and Associates, Inc. the lowest bidder for the utilities, in the amount of \$9,030.00 for a total award of \$36,012.50.

Ex. VII-A8 Award Bid Q8766 to Ace Computers, the low bidder for desktop PC systems, in the amount of \$985,200.00 and to Comark, the low bidder for printers, in the amount of \$132,795.00 for a total award of \$1,117.995.00.

Member Kolze expressed his concern regarding the volume of paper that was duplicated in regard to the bid information. He suggested that changes be made to eliminate the excessive paperwork. Member Kolze and Member Howard suggested that different members be assigned to review these documents each month. Member Gillette suggested that the information be furnished to the Board members on disk. Chairman Moats stated that it was the consensus of the Board that detailed specs not be included in the Board packets. He encouraged Board members to make appointments with Ms. Thorson if they wish to obtain more detailed information. A summary of the bids and a listing of the quotes received will continue to be included in the Board packets.

Member Gillette and Chairman Moats commended the administration for their hard work in obtaining very competitive bids.

Chairman Moats complimented Thea Keshavarzi for the time that she spent with him and Member Gillette during the review of technology equipment bids.

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hess, Howard,
Kolze, O'Reilly and Moats.
Nays: None

Motion carried. Student Member Starek voted aye.

PURCHASE ORDERS

Member Kolze moved, Member Hess seconded, that the Board approve the purchase orders as outlined in Exhibit VII-B1 through VII-B6 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

- Ex. VII-B1 Approve issuance of a purchase order to Computing Options Company, for the final phase of the Regent software purchase, in the amount of \$103,000.00.
- Ex. VII-B2 Approve issuance of a change order to purchase order #006155 issued to Bergen Construction in the amount of \$21,823.00, for the renovation work in Building I, for a new total of \$1,138,515.00.
- Ex. VII-B3 Approve issuance of a change order to purchase order #006156 issued to Bergen Construction in the amount of \$50,057.00 for the renovation work in Building V, for a new total of \$508,507.00.
- Ex. VII-B4 Approve issuance of a purchase order to Octel Communications for the second year of the messaging system project to support voice, fax, and text communications in the amount of \$84,055.00.
- Ex. VII-B5 Approve issuance of a purchase order to Video Images, Inc., for an AMX Media Management System in the amount of \$61,635.00.

Ex. VII-B6 Approve issuance of a purchase order to Apple Computer Corporation for Macintosh computers and peripheral equipment in the amount of \$274,441.00.

Member Gillette stated that according to information he has received from the administration, the video distribution system for 107 classrooms will cost \$599,321.00. He has discussed this with Member Kolze and was told that the Technology Committee had not gone over that amount in detail. Member Gillette asked that this item be deferred so that the Technology Committee can study this purchase in terms of total overall cost and budget. President Thompson asked Vice President Ed Dolan to address the impact of deferring this action. Dr. Dolan stated that the administration has been working on this project for approximately five to six years, and it has been reviewed by the Technology Task Force. Dean Vogel explained the steps that have been taken in terms of the pilot program and the benefits of this technology to the faculty and students, as well as the decision-making process that they have undertaken in implementing this program. This equipment will allow the faculty to utilize the technology available at Harper in their classrooms.

President Thompson noted that this purchase will not commit the College to continuing with the project in the future. There was discussion regarding the technology currently available in the classrooms, as well as the anticipated cost per classroom for this project.

Chairman Moats asked how the utilization of the pilot program is being measured. Dean Vogel responded that because of equipment problems, it is not functioning at this time. However, there are faculty in place who have agreed to be evaluators.

Member Gillette suggested that this purchase be deferred for 30 days so that it can be studied further. Chairman Moats questioned the advisability of purchasing more equipment before the pilot system is operating. Dean Vogel replied that with this purchase, there will be 26 classrooms that are operational, and they will be able to make future purchasing decisions based on the those pilot classes.

Upon roll call, the vote was as follows:

Ayes: Members Gillette*, Hess, Howard,
Kolze, O'Reilly and Moats.
Nays: None

Motion carried. Student Member Starek voted aye.

*Member Gillette approved the motion, but stated that he did not support Exhibit VII-B5.

NO BID

Member O'Reilly moved, Member Kolze seconded, that the Board approve a no award of Q8770 for laptop computers as outlined in Exhibit VII-C (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hess, Howard,
Kolze, O'Reilly and Moats.
Nays: None

Motion carried. Student Member Starek voted aye.

NEW BUSINESS

Personnel Actions

Member Howard moved, Student Member Starek seconded, that the Board approve the personnel actions as outlined in Revised Exhibit VIII-A1 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Professional/Technical Appointment

Laura Crane, Academic Research Coordinator,
Office of Research, 7/01/96,
\$42,218

Classified Staff Appointments

Lisa Callas, Applications Clerk, Admissions,
8/28/96, \$20,962
Patricia Carney, Campaign Assistant,
Development/Foundation, 7/02/96,
\$25,975
Denise Janota, Child Care Attendant, Life
Science and Human Services-Child
Learning Center, p/t, 9/16/96,
\$11,756
Sheridan Jansen, Bookkeeper, Development/
Foundation, p/t, 7/08/96, \$21,840
Rebecca Korbecki, Clerk-Evenings, Office of
Research, p/t, 9/09/96, \$9,392
Maureen Koscielak, Receptionist, Admissions,
p/t, 9/09/96, \$17,503
Suchi Sunder, Secretary, AE/LS-Learning
Assistance Center, 8/19/96, \$21,514

Harper #512-IEA Appointment

Nui Duong, Custodian, Physical Plant,
9/03/96, \$25,251

Classified Staff Reclassifications

Alice Blomquist, Secretary, Wellness & Human
Performance, 7/08/96, \$22,650
Pamela Frye, Program Assistant, Wellness &
Human Performance, 7/08/96, \$24,838
Peggy Greenquist, Clerk II-Shipping &
Receiving, Bookstore, 7/08/96,
\$24,028
Sahar Mikhail, Program Assistant, LRC,
07/08/96, \$26,993
Shirley Pruyn, Secretary, p/t, Student
Activities, 7/08/96, \$11,476
Denise Scheiden, Lead Switchboard Operator,
IS/Technical Services, 7/08/96,
\$25,889
Dianne Decker, Child Care Assistant, Child
Learning Center, 7/08/96, \$8,720
Frances Heun, Child Care Assistant, Child
Learning Center, 7/08/96, \$13,603
Jennifer Lesiak, Child Care Assistant, Child
Learning Center, 7/08/96, \$20,966

Supervisory/Confidential Reclassifications

Paula Blacker, Telecommunication Supervisor,
IS/Technical Services, 7/08/96,
\$41,188

Christopher Kranz, Career Center Coordinator,
Student Development, 7/08/96,
\$48,512

Sheryl Otto, Transfer Information and Student
Development Programs Coordinator,
Student Development, 7/08/96,
\$44,773

Classified Staff Resignations

Donna Beach, Office of Research, 7/25/96,
4.5 years

Kathleen Cornman, Admissions, 8/29/96,
8.11 years

Cynthia Schoenfeld, Career Center, 8/08/96,
7 years

Janis Sneed, Admissions, 8/24/96, 1.9 years

Edward Stowitts, Mail Center, 9/27/96,
3.2 years

President Thompson noted that the revised exhibit reflects the adjustments and reclassifications that were made in starting dates and salaries. In addition, one position was removed from the list. There was discussion regarding the timing of reclassifications. The positions in the report reflect the July reclassifications.

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hess, Howard,
Kolze, O'Reilly and Moats.

Nays: None

Motion carried. Student Member Starek voted aye.

Faculty Collective
Bargaining Agreement

Member Howard moved, Member O'Reilly, seconded, that the Board ratify the Three-year Collective Bargaining Agreement with the Faculty Senate, Local 1600, for the 1996-99 years, and that the Board Chairman and Secretary be authorized to execute such Agreement on behalf of the Board of Trustees as outlined in Exhibit VIII-A2 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Howard noted that they are very happy to present this settlement on behalf of the Board and administration.

Chairman Moats read a statement from Member Barton in which she expressed her support for the new contract, and her appreciation to the members of the negotiating teams. She added that ratification of this agreement reinforces the Board's support of an excellent faculty and expresses confidence in their teaching abilities.

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hess, Howard,
Kolze, O'Reilly and Moats.
Nays: None

Motion carried. Student Member Starek voted aye.

Chairman Moats thanked the Board, the administration, and the faculty for their hard work and perseverance in reaching this agreement.

George Evans also thanked the Board for their understanding and hard work during this very difficult process, and stated that he looked forward to working together in the future.

Administrative
Salary Program

Member Kolze moved, Member Howard seconded, that the Board approve the sum of \$128,527 for adjustments in salaries and fringe benefits, and that the Board Chairman and Secretary be authorized to execute the Administrative Employment Contracts on behalf of the Board of Trustees for the 1996-97 fiscal year as outlined in Exhibit VIII-A3 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hess, Howard,
Kolze, O'Reilly and Moats.
Nays: None

Motion carried. Student Member Starek voted aye.

Chairman Moats noted that there are a few issues that the Board is still reviewing with regard to the administrative contracts. However, the monetary portion of the contract is approved as recommended.

Classified and Supervisory/Confidential Salary Program

Member Howard moved. Member Kolze seconded, that the Board approve the sum of \$395,255 to implement the increase in salaries and fringe benefits for the Classified and Supervisory/Confidential employees effective July 8, 1996 as outlined in Exhibit VIII-A4 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

President Thompson noted that there was a request by the Classified Employee Council for an amount of money to be set aside for professional development for permanent part-time employees who work between 19 and 29 hours per week. The Board has agreed to allocate a total of \$5,000.00 to cover written requests for funds from individuals who are in this employee group and have been employed for at least two years. Member Howard stated that her motion reflects that change.

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hess, Howard, Kolze, O'Reilly and Moats.

Nays: None

Motion carried. Student Member Starek voted aye.

Chairman Moats thanked the Classified Executive Committee and Larry Bielawa for their hard work and service to the College.

On behalf of the Classified Employee Council, Charlene Christin thanked the Board for the benefits which are extended to include the part-time employees. Bill Neumann also expressed appreciation for the opportunity to talk directly and openly with the Board on a continuing basis.

New Positions

Member Howard moved, Member O'Reilly seconded, that the Board approve the following new positions as outlined in Exhibits VIII-A5 through A7 (attached to the minutes in the Board of Trustees' Official Book of Minutes):

Program Assistant, Community Career Services,
Student Development
Bilingual Student Services Specialist,
Multicultural Affairs
Admissions Outreach Associate

President Thompson noted that these are all grant-funded positions.

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hess, Howard,
Kolze, O'Reilly and Moats.

Nays: None

Motion carried. Student Member Starek voted aye.

Facility Planning
(Phase II) --
Northeast Center

Member Kolze moved, Member Howard seconded, that the Board accept the architect's preliminary design for the Life Safety project at the Northeast Center and authorize movement to Phase III as outlined in Exhibit VIII-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Michael Lundeen and Alan Bombeck, Legat Architects, and Keith O'Higgins, Metro Design Associates, reviewed the plans and responded to questions from the Board. Member Gillette asked if there is an overall total cost of the package for both Phase I and Phase II. Mr. Lundeen stated that the cost of Phase II can be made available, but estimated it to be in the vicinity of \$800,000 for the HVAC costs. There was discussion regarding the cost for the project compared to the square footage costs for similar facilities. Members of the Board felt that the projections were rather costly. The architects explained that the high costs are related to the plans for all classrooms to be computerized. Member Gillette expressed concern that the building may be over-designed.

Ms. Thorson explained that some of the Corporate Services programs, which are all technology-based, may be moved there, as well as the AED programs.

Chairman Moats inquired about the total budget amount. Mr. Bombeck responded that the overall cost is approximately \$2.4 million. He noted that there are many variables involved that would affect the project cost. Chairman Moats voiced his concern that more money may be spent to renovate the Northeast Center than would have been spent on a new building. Ms. Thorson noted that the \$2.4 million would bring the building up to the basic standard, however, program changes that cause internal modification of the building would add to the cost. She noted that this phase will cost \$1.5 million because that is the limit of the bond sale.

Board members voiced concern regarding the high cost per square foot. Member Gillette asked if they have discussed the use of heat exchangers. Mr. Higgins stated that they are studying this option. Member Kolze noted that the recommendation is to approve only the preliminary design at this time. Chairman Moats agreed, but asked that Member Gillette study the project in more detail.

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hess, Howard,
Kolze, O'Reilly and Moats.
Nays: None

Motion carried. Student Member Starek voted aye.

Preparers of
1997-98 Budget

Member Kolze moved, Member Howard seconded, that the Board adopt the resolution designating Paul N. Thompson and Judith Thorson as preparers of the 1997-98 tentative budget as outlined in Exhibit VIII-C (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hess, Howard,
Kolze, O'Reilly and Moats.
Nays: None

Motion carried. Student Member Starek voted aye.

Chairman Moats noted that the administration would like to begin Budget Committee meetings in October, and it will be necessary to appoint a Budget Committee. It was the consensus of the Board that this recommendation be followed. Ms. Thorson explained that this will allow the Committee to discuss some of the issues that need to be resolved early in the process in order to pass on the decisions to the College community.

Educational
Foundation
Appointment

Member Howard moved, Member O'Reilly seconded, that the Board confirm the appointment of Mr. William Ehmig as a member of the Board of Directors of the Harper College Educational Foundation, as outlined in Exhibit VIII-D (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hess, Howard,
Kolze, O'Reilly and Moats.
Nays: None

Motion carried. Student Member Starek voted aye.

Delivery of
Alcoholic Beverages

Member Hess moved, Member O'Reilly seconded, that the Board authorize the serving of alcoholic beverages to attendees of the annual State Music Teachers Association convention at Harper College on November 8-9, 1996 as outlined in Exhibit VIII-E (attached to the minutes in the Board of Trustees' Official Book of Minutes).

There was discussion regarding the policy of requesting Board approval for the serving of alcoholic beverages at functions held on

campus. It was the consensus of the Board that the administration revise this policy and give the administration the authority to make these decisions without Board approval and advise the Board of these actions. Member Gillette recommended that verification of dram shop insurance be made for each occurrence, and that the procedure include limits regarding service.

In a voice vote, the motion carried.

Employee Insurance
Coverage

Member O'Reilly moved, Member Howard seconded, that the Board accept the proposal of Willis Corroon Corporation of Illinois and the College administration for employee insurance coverages as outlined in Exhibit VIII-F (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Howard noted that there has been a great deal of input from the Benefits Committee regarding the satisfactory handling of this issue. In response to from Member Gillette, Ms. Thorson stated that Willis Corroon solicits quotations from other carriers to ensure that the College is getting the best possible price.

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hess, Howard,
Kolze, O'Reilly and Moats.
Nays: None

Motion carried. Student Member Starek voted aye.

INFORMATION
Major Gifts
Campaign

Felice Avila reported on the status of the Major Gifts Campaign. Mr. Robert Dederick, renowned economist, will give a presentation on November 6 at 9:00 a.m. in the Drama Lab in Building L.

PRESIDENT'S REPORT

President Thompson reported that Harper has received a Certificate of Recognition from the ICCB which affirms that the College meets ICCB standards and remains eligible to receive ICCB-appropriated state grants.

The President congratulated Paul Sipiera for being selected by the Consortium for Community College Development as one of six individuals to receive a faculty recognition award.

President Thompson reported on a program which began with Member Gillette's suggestion that individuals provide support to acquire journals and books for the Learning Resource Center. He thanked Member Gillette for sharing his ideas. The President distributed copies of a new brochure which was developed to implement this plan.

Amy Hauenstein and Sylvia Kingsley have collaborated with *The Daily Herald* to feature Harper Graduate Profiles. President Thompson thanked them for their efforts in working with the press to keep the community informed about Harper College.

Patricia Vais, a recent Harper College Honors graduate, has been elected as the 1996-1997 Student Trustee at the University of Illinois-Chicago.

The August issue of Phi Delta Kappan, an educational research journal, published an article on school size, written by Tim Sares, Coordinator of Assessment Services.

Barbara Knoff has been selected to receive an Award of Merit in the Illinois State Board of Education's *Those Who Excel* program. This award recognizes individuals who have made significant contributions to education in Illinois. Ms. Knoff serves as a volunteer for School District 15.

President Thompson noted that Paul Sipiera has invited everyone to join him in the College Observatory after the meeting to view the lunar eclipse this evening, noting that this will be the last lunar eclipse until the year 2000.

The College has received information from the ICCB regarding the search for an Executive Director. Nominations may be submitted to

Elizabeth Rocklin or Dave Davis, Chairman of the Search Committee.

EXECUTIVE SESSION

Member Kolze moved, Member Gillette seconded, that the Board adjourn into executive session to continue the discussion on collective bargaining and the appointment, employment and dismissal of personnel.

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hess, Howard,
Kolze, O'Reilly and Moats.
Nays: None

Motion carried. Student Member Starek voted aye.

The motion carried and the Board adjourned into executive session at 9:30 p.m.

Following executive session, Member O'Reilly moved, Member Howard seconded that the meeting be reconvened. In a voice vote, the motion carried and the Regular meeting was reconvened at 10:45 p.m.

NEW BUSINESS:

Member Howard moved, Member O'Reilly seconded, authorization to the President for funding in the amount of \$12,500 to pay stipends to the administrators who provided additional time and effort in an outstanding manner during negotiations.

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hess, Howard,
Kolze, O'Reilly and Moats.
Nays: None

Motion carried. Student Member Starek voted aye.

ADJOURNMENT

Member Howard moved, Member Hess seconded, that the meeting be adjourned. In a voice vote, the motion carried at 10:46 pm.

Chairman

Secretary

BOARD REQUESTS

SEPTEMBER 26, 1996 REGULAR BOARD MEETING

- 1) Chairman Moats stated that it was the consensus of the Board that detailed specs not be included in the Board packets. He encouraged Board members to make an appointment with Ms. Thorson if they wish to obtain more detailed information. A summary of the bids and a listing of the quotes received will continue to be included in Board packets.