

WILLIAM RAINEY HARPER COLLEGE
1200 West Algonquin Road
Palatine, Illinois

Regular Board Meeting

January 25, 2001

7:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Citizens' Participation
- IV. Student Trustee Report
- V. Approval of Agenda
- VI. Approval of Consent Agenda* (Roll Call Vote)

For Approval

1. Minutes – December 20, 2000 Regular Board meeting and executive session Exhibit VI-1
2. Bills Payable, Payroll for December 15, 2000, and December 29, 2000; Estimated payrolls for January 1, 2001 through February 23, 2001 Exhibit VI-2
3. Bid Awards Exhibit VI-3
4. Purchase Orders Exhibit VI-4
5. Personnel Action Sheets Exhibit VI-5
6. Student Service Awards for Fall 2000 Exhibit VI-6

For Information

7. Financial Statements Exhibit VI-7
8. Committee and Liaison Reports Exhibit VI-8
9. Grants and Gifts Status Report Exhibit VI-9

* At the request of a Board member or the President, an item may be removed from the Consent Agenda for discussion. In addition, certain recurring recommendations may be included in the Consent Agenda at the discretion of the College President.

VII. New Business

- A. RECOMMENDATION: Affiliation Agreement Between William Rainey Harper College and Glen Ellyn, Wheaton & Mid-America Clinic (the DuPage Medical Group) for use of Clinical Facilities for Students in the Medical Office Administration Program Exhibit VII-A
- B. RECOMMENDATION: Affiliation Agreement Between William Rainey Harper College and The Medical Practice of Sidney Cohen, MD, for use of Clinical Facilities for Students in the Medical Office Administration (Health Insurance Billing Specialist) Program Exhibit VII-B
- C. RECOMMENDATION: Affiliation Agreement Between William Rainey Harper College and The Medical Practice of H. Gordon Davis III, MD, SC, for use of Clinical Facilities for Students in the Medical Office Administration Program Exhibit VII-C
- D. RECOMMENDATION: Affiliation Agreement Between William Rainey Harper College and Arlington Chiropractic Clinic for use of Clinical Facilities for Students in the Medical Office Administration (Health Care Secretary) Program Exhibit VII-D
- E. RECOMMENDATION: Affiliation Agreement Between William Rainey Harper College and Healthworld for use of Clinical Facilities for Students in the Dietetic Technician Program Exhibit VII-E
- F. RECOMMENDATION: Capital Project Application – Increase in Detention Pond Size and Utility Infrastructure Exhibit VII-F
- G. RECOMMENDATION: First Reading – Trustee Emeritus Policy Exhibit VII-G

VIII. President's Report

- Construction Update: Performing Arts Center, Conference Center
Charles Burnidge of Burnidge Cassell

IX. Announcements by the Chair

- A. Communications
B. Calendar Dates
(Note: * = Required)

On-Campus Events

- | | |
|--------------------|---|
| February 2, 2001 | 1:30 p.m. – Legislative Luncheon – Room A238 |
| *February 22, 2001 | 7:00 p.m. – Regular Board Meeting – Room A242 |
| *March 22, 2001 | 7:00 p.m. – Regular Board Meeting – Room A242 |
| *April 5, 2001 | 5:30 p.m. – Board Canvass of Election |

Off-Campus Events

- | | |
|----------------|--------------------------|
| March 17, 2001 | Time TBA – Board Retreat |
| April 3, 2001 | Consolidated Election |

X. Other Business (including executive session, if necessary)

XI. 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 Regular Board Meeting of Wednesday, December 20, 2000

CALL TO ORDER:

The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Kolze on Wednesday, December 20, 2000 at 7:00 p.m. in the Student and Administration Center (Room A-242), 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL:

Present: Members Barton, Botterman (7:02 p.m. arrival), Gillette, Howard, Kolze and Shure; Student Member Fisher

Absent: Member Hess

Also present: Robert Breuder, President; Ed Dolan, V.P. Institutional Advancement; Bonnie Henry, V.P. Human Resources and Internal Affairs; Tom Choice, V.P. Academic Affairs; David McShane, V.P. Information Technology; Judy Thorson, V.P. Administrative Services; Linda Kolbusz, Special Assistant to the President; Mary Azawi; Mike Barzacchini; Patrick Beach; Larry Bielawa; Carol Blotteaux; Catherine Brod; Dave Dluger; Bob Fabbrini; Julie Fleenor; Robert Getz; Julie Hennig; Thea Keshavarzi; Cheryl Kisunzu; Russ Mills; Sheila Quirk; Fred Skorude and Karina Srugys.

Guests: Shruti Date, Daily Herald; Jeffrey Jameson, Stanley Consultants; Phil Gerner, Robbins, Schwartz, et al; John Hipsky, New Generations.

CITIZEN
PARTICIPATION

Faculty Senate President Julie Fleenor addressed the Board to pay tribute to Marilyn Perry, a faculty member who died recently. Ms. Perry was a graduate of William Rainey Harper College and Coordinator of Women's History Week. Dr. Fleenor listed many of her academic and personal achievements, which included receiving the James J. McGrath Humanities Endowment Scholarship, among others. She received a B.A. and M.A. in History from Roosevelt University, and was the author of five children's books that were later published. Dr. Fleenor added that Marilyn's death leaves many with feelings of sadness. Those who knew her benefited from her energy, wit and intellectual vigor.

Chair Kolze thanked Dr. Fleenor for the tribute. Member Howard noted that she had the privilege of working very closely with Marilyn on the Women's History Month program. She made a tremendous contribution to the College. Member Howard added that much of the success of Women's History Month in the last three years was due to Marilyn's work.

Harper faculty member Patrick Beach read a memo written to the Harper College Board of Trustees from the faculty members of the Insurance Committee which expressed their support for the leadership of the Faculty Senate. Mr. Beach thanked the entire Faculty Senate for listening to the proposal presented by the Insurance Committee faculty members.

He listed the following recent changes in the procedures of the Insurance Committee:

1. The Committee votes on issues because it is a contract committee.
2. The Committee avoids discussion or negotiation of items not directly relating to insurance benefits.
3. The Committee avoids discussion or negotiation of the pending insurance arbitration.

Mr. Beach explained that the faculty members of the Insurance Committee have repeatedly asked for financial reports to help them carry out their responsibilities with regard to the insurance arbitration. The request has been denied. This violates the faculty contract.

Mr. Beach noted that faculty members enjoy working with the administrators on this important committee. He added that the faculty are unified in their quest for the best in insurance benefits for all Harper employees.

Chair Kolze thanked Mr. Beach.

STUDENT TRUSTEE
REPORT

Student Member Fisher noted that the final deadline for Spring 2001 registration is January 13, with classes beginning January 16. New semester activities kick-off January 17 with a concert in the Student and Administration Center and an ice cream social and ping pong tournament January 18.

Chair Kolze thanked Student Member Fisher for her

APPROVAL OF AGENDA

report.

Chair Kolze noted that a handout entitled "Changes to Board Exhibits" was distributed to Board members. Changes include the addition of Exhibit VII-F Intent to Sell Alternate Revenue Bonds and Exhibit VII-G Reimbursement Resolution under New Business.

Chair Kolze noted that there would be an executive session for the purpose of discussing appointment, employment and dismissal of personnel, collective bargaining, possible pending litigation and the purchase of real estate for the benefit of the College. He added that the Board would be taking action following the executive session.

Chair Kolze mentioned that Board members received the list of assignments for committee liaisons. The assignments will be approved later in the meeting. A hearing date will be set for January 10, 2001. Vice President Judy Thorson explained that the hearing is a step in the bond sale process, with the actual sale taking place in the future-possibly February. Chair Kolze also noted that the Board retreat date of March 17, 2001 will be voted on. Both Wayne Newton and Gary Davis are available to facilitate on that date.

Member Howard moved, Member Barton seconded, that the agenda be approved as modified.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Botterman, Gillette,
Howard, Kolze and Shure

Nays: None

Motion carried. Student Member Fisher voted aye.

CONSENT AGENDA

Chair Kolze asked that Exhibit VI-3a be removed from the Consent Agenda due to the amount (\$2,030,127) of the bid award. He explained that the Board had decided in the past that items greater than \$500,000 would not be included in the Consent Agenda.

Member Gillette noted that he would like to discuss several items; however, he did not wish to

remove them from the Consent Agenda.

Member Barton moved, Member Howard seconded, approval of the minutes for the November 21, 2000 regular Board meeting and executive session, December 1, 2000 regular board meeting and executive session; bills payable; payroll for November 17 and December 1, 2000; estimated payrolls for December 2, 2000 through January 26, 2001; bid awards (excluding Exhibit VI-3a); purchase orders; personnel action sheets; financial statements, committee and liaison reports and grants and gifts status report, as outlined in Exhibits VI-1 through VI-8 (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Operating Fund	\$2,534,647.05
Tuition Refunds	56,372.17

The payrolls of November 17, 2000 in the amount of \$1,891,348.94; December 1, 2000 in the amount of \$1,855,110.47; and estimated payroll of December 2, 2000 through January 26, 2001 in the amount of \$5,675,886.01.

BID AWARDS

Ex. VI-3b Award bid Q00118 to Northwest Ford and Sterling Truck Centers, the low bidder for a dump truck with a plow, in the amount of \$33,985.

PURCHASE ORDERS

Ex. VI-4a Approve issuance of a purchase order to Bell & Howell Information and Learning, for microfilm periodical subscriptions, in the amount of \$17,220.

Ex. VI-4b Approve issuance of a purchase order to Leader Advertising for classified advertising services for the Personnel department, in the amount of \$90,000.

Ex. VI-4c Approve issuance of a purchase order to Michael Walters Advertising, Inc. for advertisement placement services for Marketing and Advancement for the remainder of the 2001 fiscal year, in the amount of \$60,000.

Ex. VI-4d Approve issuance of a change order in the amount of \$9,246 to Warner Offset, Inc., for Purchase Order #016089 for printing of the Spring 2001 Course Schedules, for a new total of \$42,702.

Ex. VI-4e Approve issuance of a purchase order to The Marlin Group to hire a consultant to assist with Harper College Foundation projects from January 1, 2001 through June 30, 2001, in the amount of \$42,000.

PERSONNEL ACTIONS

Administrator Appointments

Julie Hennig, Assistant Vice
President/Academic Affairs,
ACA AFF, 01/01/01, \$81,179/year

Linda Kolbusz, Special Assistant to the
President,
PR/BD, 01/01/01, \$98,764/year

Sheila Quirk, Associate Vice
President/Strategic Alliances,
PR/BD, 01/01/01, \$93,372/year

Professional/Technical Appointments

Juanita Bassler, Admissions Outreach
Associate-Tweener
Recruiter, ADM, 12/11/00, \$36,142/year

Michael Gleissner, Unix Network Specialist,
IT/TS, 12/11/00, \$36,270/year

Steven Hill, Information Technology
Specialist,
IT/TS, 01/01/01, \$45,130/year

Matthew Musgrove, Training Specialist-
Network Systems,
TECH, 12/04/00, \$53,000/year

Ron Serio Jr., Admissions Associate-
Technology and
Data Specialist, ADM, 11/29/00, \$33,500/year

Supervisory/Confidential Appointments

Laurie Dietz, Manager, Budget/Accounting,
ACCT SER, 01/01/01, \$57,058/year

Erik Jacobsen, Network Specialist,
Illinois Century Network, 12/04/00,
\$53,000/year

Susan McNeilly, Assistant Controller,
ACCT SER, 01/01/01, \$57,943/year

Robert Toll, Student Admissions
Representative
Supervisor, p/t, ADM, 12/18/00, \$14,976/year

Classified Staff Appointments

Janice Hoss, Executive Assistant,
PR/BD, 01/08/01, \$34,000/year

Kathryn McDougald, Accounting Associate,
ACCT SER, 01/01/01, \$40,252/year

ICOPS Appointment

Cheri Swann, Security Guard, PUB SAF,
11/27/00, \$22,131/year

Harper #512 IEA-NEA Appointment

Isael Perez, Custodian, PHY PLT,
12/11/00, \$19,739/year

Classified Staff Retirement

Diane Kinn, Administrative Assistant, IT,
05/31/01, 16 years

Professional/Technical Resignation

Beverly Hoffman, Admissions Outreach
Associate,
ADM, 03/22/01, 18 years 4 months

Supervisory/Confidential Resignation

Joyce Jeffries, Assistant Director,
Development,
DEV OFF, 12/29/00, 3 years 10 months

Classified Staff Resignations

Carolyn Bare, Clerk Typist I, p/t, LS/HS,
12/07/00, 3 months

Sheridan Jansen, Information Associate, DEV
OFF,
01/05/01, 4 years 6 months

Lynne Lutman, Application Clerk, p/t,
ADM, 12/04/00, 1 year 2 months

Gail Moran, Program Specialist, TECH,
12/01/00, 2 years 6 months

With regard to Exhibit VI-3b, Member Gillette questioned why only three bids came in from two companies at a time when auto sales are down and plants are closing. Member Howard noted that 12 bids were solicited. Thea Keshavarzi stated that companies were given the standard 21 days to bid. Dr. Breuder asked if Member Gillette had read the response that was e-mailed to him prior to the meeting. Member Gillette stated he had not. Upon reading the response, Member Gillette stated that since the administration had the state contract research for price comparisons, he was satisfied.

Regarding Exhibit VI-4a, Member Gillette questioned the need for periodicals on microfiche when access is available via the

Web. He explained that Harper College already pays for Chicago Tribune access via the Web. It is indexed and has hypertext, making it much easier to read than microfiche where one film has to be put back and another has to be retrieved. Member Gillette noted that he did not want this item removed from the Consent Agenda; however, he asked that someone look into alternate ways to provide this data before renewing next year. Member Barton suggested that perhaps the administration has already done that. Tom Choice spoke about usage statistics and convenience for the students. He added that he will look into some answers for Member Gillette.

Member Botterman asked about the subscription rate for using Newsbank. He added that if the College was paying \$9,000, for example, he would like this item removed from the Consent Agenda. It does not make sense for the College to be paying that type of money and additionally purchase something of which they use possibly one-third. Dr. Choice did not have the rate information available. There was discussion regarding how far back Bell & Howell indexes as opposed to Newsbank. Member Gillette noted that Newsbank is indexed daily; Bell & Howell would be indexed when a microfiche was filled.

Chair Kolze suggested moving ahead with the agenda if Member Gillette is satisfied that the administration will look into this for next year. Member Gillette agreed. Dr. Breuder stated that he would not release this for action until he is satisfied that Member Gillette's concerns have been adequately addressed.

With regard to Exhibits VI-4b and VI-4c, Member Gillette suggested that, for next year, they include information about what advertising and marketing agencies the College reviewed and when. The Board packet simply shows five people were reviewed and one was chosen. Again, Member Gillette stated he did not want these items removed from the Consent Agenda; however, he did want someone to provide the information next year.

In response to Member Shure, Larry Bielawa

explained that all of the agencies work the same way when advertising in newspapers. For example, the College pays for the ad directly to the Chicago Tribune; the agency gets their pay from the newspapers. He added that the agencies offer the same basic type of service. The agency chosen by the College has worked with Harper for several years. They provided assistance when paying bills in the past to the Chicago Tribune. The agency would help float if the item missed a Board meeting and had to be delayed another month. Mr. Bielawa added that the individual at the agency who works with the College understands Harper and helps write the ads and search the ads. The College is very satisfied with the service this agency is providing.

Upon roll call on the Consent Agenda, the vote was as follows:

Ayes: Members Barton, Botterman, Gillette,
Howard, Kolze and Shure

Nays: None

Motion carried. Student Member Fisher voted aye.

BID AWARDS

With regard to Exhibit VI-3a, Chair Kolze noted that there may not be any particular questions; however, he felt it should be separated from the Consent Agenda because the amount was greater than \$500,000.

Member Howard moved, Student Member Fisher seconded, that the following bid award be approved.

Ex. VI-3a Award bid Q00109 for the renovation of the entire first floor and sections of the second floor of the Northeast Center to John Edwards Construction Co., the low bidder, in the amount of \$1,645,900, and the Architect's Fee of 7 percent in the amount of \$115,213, Reimbursables of \$79,546, Design/Building Allowance for Stanley Consultants of \$13,830, plus a Contingency of \$175,638 for a total award of \$2,030,127.

In response to Member Gillette, Robert Getz explained that this is the only building off campus that does not have air conditioning backup if something were to go wrong. An alternate was listed if there was enough money allowed for redundancy. Almost every building on campus has a backup. Mr. Getz added that the bid came in \$100,000 under estimate, which allowed the College to have this alternate. In response to Member Gillette, Mr. Getz explained that they did a complete renovation for the second floor with new air conditioning and the boiler. They are now renovating the first floor, which will include the HVAC work.

Upon roll call on the Consent Agenda, the vote was as follows:

Ayes: Members Barton, Botterman, Gillette, Howard, Kolze and Shure

Nays: None

Motion carried. Student Member Fisher voted aye.

Chair Kolze suggested that, in the future, Board members review the Board packet and call with their questions in advance so the staff can work on their responses. This

would save a lot of Board time for other issues.

NEW BUSINESS:
Public Hearing for
Funding Bond Sale

Vice President Judy Thorson explained that this is the public hearing for the limited tax bonds. She reminded everyone that the College is on a schedule where it is selling these limited tax bonds every two years. The proceeds have been used to fund various things over the years (i.e., the technology plan, parking lots, the second floor of the Northeast Center). The money is available to the College under a provision of the tax cap. The law allows the College to forever keep \$2.1M of debt on its books without a referendum. The debt is being recycled; the College pays it off within three or four years. In response to Chair Kolze, Vice President Thorson stated that the tax rate does not fluctuate.

Chair Kolze recessed the regular meeting and called to order the public hearing for funding bond sale at 7:32 p.m.

Chair Kolze asked if there was anyone present who would like to comment on the funding bond sale. Hearing none, he declared the hearing closed and returned to the regular meeting at 7:33 p.m.

Resolution to Issue
\$4,085,000 Limited
Tax Funding Bonds
to Pay Claims Against
the District

Member Barton moved, Member Gillette seconded, approval of the resolution to issue limited tax bonds, as outlined in Exhibit VII-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In response to Member Gillette, Vice President Thorson explained that the official sale date had not been set. She is looking at February 12 or 13. Member Gillette noted that it should be some time after the next Federal meeting.

Member Shure stated that the resolution mentioned Bank One in the trust agreement dated January 26, 2000. He wanted to make it clear that the President's wife was not working for Bank One at that time. Vice President Thorson explained that this is not an issue. Bank One is the College bank and through them, a trust agreement had to be set up to fund the Capital Development Board (CDB) project. These funds will be going into that trust agreement. Member Shure stated he would like to have legal opinion about this and about future contracts with Bank One. He does not want even the appearance of conflict of interest. Vice President Thorson agreed to have legal counsel look into this.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Botterman, Gillette,
Howard, Kolze and Shure

Nays: None

Motion carried. Student Member Fisher voted aye.

Affiliation Agreements:
Bedingfield/Rosewell
Pediatric Practice;
Greater Northwest
Medical; Typing to
Your Liking

Chair Kolze noted that these affiliation agreements have been reviewed by legal counsel. The Board agreed to vote on all of them at once.

Member Howard moved, Member Botterman seconded, Your Liking approval of the following Affiliation Agreements: between William Rainey Harper College and Bedingfield/Rosewell Pediatric Practice for use of clinical facilities for students in the Medical Office Assistant Program; between William Rainey Harper College and Greater Northwest Medical for use of clinical facilities for students in the Medical Office Assistant Program; and between William Rainey Harper College and Typing to Your Liking for use of clinical facilities for students in the Medical Office Administration (Transcriptionist) Program, as outlined in Exhibits VII-C, VII-D and VII-E (attached to the minutes in the Board of Trustees' Official Book of Minutes).

With regard to Exhibit VII-D, affiliation agreement with Greater Northwest Medical, Member Gillette noticed items related to providing space were struck out of the agreement. He asked that the administration make sure the instructors can live with the agreement. He does not want the lack of space to hurt the class. Dr. Breuder said they would look into it.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Botterman, Gillette,
Howard, Kolze and Shure

Nays: None

Motion carried. Student Member Fisher voted aye.

Exhibits VII-F and
VII-G

Chair Kolze noted that Exhibits VII-F and VII-G will be discussed in the executive session; action would take place following the executive session.

PRESIDENT'S REPORT

Dr. Breuder explained that Board members received a memo prepared by Linda Kolbusz regarding the Trustee Emeritus Status. Information was gathered and reviewed by legal counsel. He asked that Board members read the memo dated December 20 and communicate any further comments to him so that they can move forward.

Dr. Breuder noted that Board members received the current generation of the Fact Book. The first version was completed last year; this is the second publication. The Fact Book is intended to hold all critical data relating to the affairs of Harper College. There is now one place to go for information when it is requested. Board members have received the Strategic Long Range Plan, the Annual Plan, and now the Fact Book for their resources.

ANNOUNCEMENTS

BY CHAIR

Communications

Board members accepted the Board of Trustees Committee and Liaison Appointments.

Hearing Date Set

Chair Kolze asked Board members to check their calendars for availability on January 10, 2001. It was noted that Patrick Botterman will be out of town. Member Gillette noted that Judy Hess usually has a difficult time making it to 5:30 p.m. meetings. He asked that they consider making the meeting later.

Member Botterman moved, Member Barton seconded, to schedule a hearing for January 10, 2001 at 6:30 p.m.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Botterman, Gillette, Howard, Kolze and Shure

Nays: None

Motion carried. Student Member Fisher voted aye.

Board Retreat Date Set

Member Howard moved, Member Barton seconded, to schedule the Board retreat for Saturday, March 17, 2001.

In response to Student Member Fisher, Chair Kolze stated that the location has not been determined. Dr. Breuder has asked Linda Kolbusz to assist with the planning. They are looking at two different locations.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Botterman, Gillette,
Howard, Kolze and Shure

Nays: None

Motion carried. Student Member Fisher voted aye.

Calendar Dates

Calendar dates are printed on the agenda for Board information. It was noted that the next Board meeting is Thursday, January 25, 2001. It was not listed on the agenda.

OTHER BUSINESS

There was no other business.

EXECUTIVE SESSION

Member Barton moved, Member Botterman seconded, that the meeting adjourn into executive session to discuss the appointment, employment and dismissal of personnel, collective bargaining, possible pending litigation and purchase of real estate for the benefit of the College.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Botterman, Gillette,
Howard, Kolze and Shure

Nays: None

The motion carried at 7:45 p.m.

Following executive session, the Board reconvened the Regular meeting at 9:30 p.m.

NEW BUSINESS

Intent to Sell
Alternate Revenue
Bonds

Member Howard moved, Member Barton seconded, adoption of the resolution of Intent to Sell Alternate Revenue Bonds in the amount of \$5 million, if it purchases the building for the TECH program, as outlined in Exhibit VII-F (attached to the minutes in the Board of Trustees' Official Book of Minutes). It was noted that the law requires the Board to pass this resolution establishing intent prior to the sale.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Botterman, Gillette,
Howard, Kolze and Shure

Nays: None

The motion carried at 7:45 p.m.

Following executive session, the Board reconvened the Regular meeting at 9:30 p.m.

Reimbursement
Resolution

Member Barton moved, Student Member Fisher seconded, approval of the reimbursement resolution (not to exceed \$5 million), as outlined in Exhibit VII-G (attached to the minutes in the Board of Trustees' Official Book of Minutes). Chair Kolze noted that the College intends to sell alternate revenue bonds to purchase a building for the TECH program. This resolution allows the College to reimburse itself with these bond proceeds for expenses related to the purchase of the building prior to the closing of the bond.

Member Howard clarified that the College is being reimbursed only for money advanced by the College prior to the sale of the bond.

Upon roll call, the vote was as follows:

Ayes: Members Barton, Botterman, Gillette,
Howard, Kolze and Shure

Nays: None

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

In a voice vote, the motion carried at 9:40 p.m.

Chair

Secretary

BOARD REQUESTS

DECEMBER 20, 2000 REGULAR BOARD MEETING

1. Regarding Exhibit VI-4a, Member Gillette questioned the need for periodicals on microfiche when access is available via the Web. He explained that Harper College already pays for Chicago Tribune access via the Web. He asked that someone look into alternate ways to provide this data before renewing next year.
2. With regard to Exhibits VI-4b and VI-4c, Member Gillette suggested that, for next year, the administration include information about what advertising and marketing agencies the College reviewed and when.
3. Member Shure stated he would like to have legal opinion about the mention of Bank One in the trust agreement dated January 26, 2000 and

about future contracts with Bank One. He does not want even the appearance of conflict of interest. Vice President Thorson agreed to have legal counsel look into this.

4. With regard to Exhibit VII-D, affiliation agreement with Greater Northwest Medical, Member Gillette noticed items related to providing space were struck out of the agreement. He asked that the administration make sure the instructors can live with the agreement. He does not want the lack of space to hurt the class. Dr. Breuder said they would look into it.
5. Dr. Breuder asked that Board members read the memo dated December 20 and communicate any further comments to him so that they can move forward with the Trustee Emeritus Status.

WILLIAM RAINEY HARPER COLLEGE

BOARD MEETING

January 25, 2001

SUMMARY OF BIDS

- Exhibit VI – 3a The administration recommends that the Board award items #1 and 2 on bid request Q00113 for trash can liners to Valdes Enterprises, Inc., the lowest responsible bidder meeting specifications, in the amount of \$10,503.
- Exhibit VI – 3b The administration recommends that the Board award bid request Q00119 for restroom plumbing maintenance supplies to K & L Supply Co., the low bidder, in the amount of \$27,863.50.
- Exhibit VI – 3c The administration recommends that the Board award Q00112 to upgrade the existing Heating, Ventilation and Air Conditioning system in the Music Instruction Center to Bartlett Heating and Air Conditioning, Inc., the low bidder, in the amount of \$254,254, and for approval of Engineering Fees of \$17,798, reimbursables in the amount of \$16,479, and a contingency in the amount of \$28,425 for a total award of \$316,956.
- Exhibit VI – 3d The administration recommends that the Board award Q00123 to Warner Offset, Inc., the low bidder for printing of the Summer 2001 Course Schedules, which are major publications promoting enrollment, in the amount of \$55,600.
- Exhibit VI – 3e The administration recommends that the Board award Q00121 for the purchase and installation of an elevator for the Science, Math and Health Careers Center to Master Elevator Company, the low bidder, in the amount of \$135,999, and for approval of the engineering fee of \$9,520, reimbursables of \$7,520, and a 10% contingency of \$13,600 for a total award of \$166,639.**

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00113 for trash can liners as requested by Physical Plant for the Custodial department.

II. BUDGET STATUS

Funds in the amount of \$10,503 are provided in the 2000/01 Building Fund budget, under account number 0272-064-544.03.

III. INFORMATION

A legal bid notice was published and 24 bids solicited. Twelve responses were received. The following is a recap of the bid tab sheet:

Kraft Paper Sales Co., Inc.	\$ 10,692
Unisource Worldwide, Inc.	11,696
Ramrod Distributors, Inc.	11,830
The Standard Co.	12,340
Valdes Enterprises, Inc.	12,552
Bade Paper Products	12,732
Chem-Rite Products	12,930
Sani-Craft Co., Inc.	13,345
Grainger Industrial Supply	14,814
All American Poly	15,386
Pyramid Supplies	15,841
Maintenance Warehouse	16,904

The trash can liners are for use on the main campus and at the Northeast Center.

Items #1 and 2 are clear, high density liners. Item #1 is 30" x 37" and .39 mil, and item #2 is 40" x 48" and .55 mil. Kraft Paper Sales Co., Inc. submitted the lowest bid for items #1 and 2; however the liners are too thin. Valdes Enterprises, Inc. submitted the second lowest bid for items #1 and 2.

Items #1 and 2 are to be awarded to Valdes Enterprises, Inc. in the amount of \$10,503. Item #3 will not be awarded at this time.

IV. RECOMMENDATION

The administration recommends that the Board award items #1 and 2 on bid request Q00113 for trash can liners to Valdes Enterprises, Inc., the lowest responsible bidder meeting specifications, in the amount of \$10,503.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00119 for restroom plumbing maintenance supplies as requested by Physical Plant.

II. BUDGET STATUS

Funds in the amount of \$27,863.50 are provided in the 2000/01 Operations and Maintenance Restricted Fund budget, under account number 0392-039-534.00-9705.

III. INFORMATION

A legal bid notice was published and 13 bids solicited. Seven bids were received. The following is a recap of the bid tab sheet:

K & L Supply Co.	\$27,863.50
Martin Supply Co., Inc.	28,033.67
Lakeside Pipe & Supply	28,559.26
Banner Plumbing & Heating Supplies	28,779.51
Standard Pipe & Supply, Inc.	30,176.60
Ultimate Plumbing Supply Co.	30,350.62
Maintenance Warehouse	35,694.94

The restroom plumbing maintenance supplies consist of 128 retrofit kits and 31 flush valves for campus restroom fixtures.

IV. RECOMMENDATION

The administration recommends that the Board award bid request Q00119 for restroom plumbing maintenance supplies to K & L Supply Co., the low bidder, in the amount of \$27,863.50.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00112 to upgrade the existing Heating, Ventilation and Air Conditioning (HVAC) system in the Music Instruction Center as requested by Physical Plant.

II. BUDGET STATUS

Funds are provided in the 2000/01 Operations and Maintenance-Restricted Fund budget. Funds in the amount of \$327,750 are provided under account number 0392-039-584.00-9086, and funds in the amount of \$27,250 are provided under account number 0392-039-533.00-9086. This is a Life Safety approved project.

III. INFORMATION

A legal bid notice was published and six bids solicited. Six responses were received. The following is a recap of the bid tab sheet:

Bartlett Heating and Air Conditioning, Inc.	\$254,254
Ernie Loberg Construction Co.	306,130
F. H. Paschen, S.N. Nielsen, Inc.	370,200
R. Rudnick and Co.	413,200
AMS Mechanical Systems, Inc.	496,961
The Dubs Company, Inc.	609,025

This project will provide an upgrade to the existing HVAC system, to improve air circulation and reduce noise problems which are critical in a Music Building. To access the ductwork, the corridor ceiling will be removed. A new suspended ceiling and lighting will

be installed. Additional work includes a new partition wall and doors, and replacement of the existing partition doors. Also, the practice rooms will receive new ceilings and lighting.

If this work is not done, the existing HVAC system in the Music Instruction Center will be in violation of the BOCA mechanical Code Section M-1602.0 MECHANICAL VENTILATION, Paragraph M-1602.1, Ventilation System.

IV. RECOMMENDATION

The administration recommends that the Board award Q00112 to upgrade the existing Heating, Ventilation and Air Conditioning system in the Music Instruction Center to Bartlett Heating and Air Conditioning, Inc., the low bidder, in the amount of \$254,254, and for approval of Engineering Fees of \$17,798, reimbursables in the amount of \$16,479, and a contingency in the amount of \$28,425 for a total award of \$316,956.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00123 for printing of the Summer 2001 Course Schedules, which are major publications promoting enrollment.

II. BUDGET STATUS

Funds in the amount of \$55,600 are provided in the 2000/01 Education Fund budget, under account number 0181-060-547.2.

III. INFORMATION

A legal bid notice was published and seven bids solicited. Four responses were received. The following is a recap of the bid tab sheet for 195,000 copies each of the Summer Credit and Continuing Education Course Schedules, each containing 40 pages:

Warner Offset, Inc.	\$55,600.00
Precise Printing and Systems, Inc.	57,518.36
Park Press	70,068.50 plus scans
Ripon Community Printers.....	72,534.60 plus scanning and color corrections on cover

Harper College Course Schedules are sent to households in the College district. Copies are also sent to out of district students, businesses, libraries and individuals upon request. Each Course Schedule will list either the College Credit or Continuing Education class offerings for the summer term.

IV. RECOMMENDATION

The administration recommends that the Board award Q00123 to Warner Offset, Inc., the low bidder for printing of the Summer 2001 Course Schedules, which are major publications promoting enrollment, in the amount of \$55,600.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the award of bid request Q00121 for the purchase and installation of an elevator for the Science, Math and Health Careers Center as requested by Physical Plant.

II. BUDGET STATUS

Funds in the amount of \$166,639 are provided in the 2000/01 Operations and Maintenance Restricted Fund budget, under account numbers 0392-039-533.00-9028 and 0392-039-584.00-9028.

III. INFORMATION

A legal bid notice was published and 11 bids solicited. Three responses were received. The following is a recap of the bid tab sheet:

Master Elevator Company	\$ 135,999
Anderson Elevator Company	142,930
Mid-American Elevator Company	168,256

This request is only for the purchase and installation of the elevator. The elevator shaft work will be bid, and the award recommendation will be brought to the Board of Trustees at the April 26, 2001 Board Meeting. The Elevator Shaft Construction is estimated to cost \$221,324 and will be funded by approved Life Safety money.

The Science, Math and Health Careers Center has four levels that are separated from each other. For handicapped students to get to the different levels, the students use incline handicapped lifts. The lifts function poorly and are in constant need of repair. Some parts

cannot be found, and one manufacturer has gone out of business. On numerous occasions the lifts have locked up, trapping students on the lifts and requiring Harper maintenance staff to rescue them.

The new full service ADA accessible elevator will be placed in the area with the highest handicap traffic. Two incline handicapped lifts shall be demolished to make room for the elevator shaft.

This is an approved Life Safety Project.

Included in this recommendation is the 7% engineering fee of \$9,520, reimbursables of \$7,520 for the elevator consultant, and a 10% contingency of \$13,600.

IV. RECOMMENDATION

The administration recommends that the Board award Q00121 for the purchase and installation of an elevator for the Science, Math and Health Careers Center to Master Elevator Company, the low bidder, in the amount of \$135,999, and for approval of the engineering fee of \$9,520, reimbursables of \$7,520, and a 10% contingency of \$13,600 for a total award of \$166,639.

WILLIAM RAINEY HARPER COLLEGE

BOARD MEETING

January 25, 2001

SUMMARY OF PURCHASE ORDERS

- Exhibit VI – 4a The administration recommends that the Board approve issuance of a purchase order to Element K Press, for Microsoft Office and Microsoft Windows software training manuals for Business and Professional Development classes, in an amount not to exceed \$15,000.
- Exhibit VI – 4b The administration recommends that the Board approve issuance of a purchase order to Sun Microsystems, for course books for Solaris 8 and Java classes offered within the TECH (Technical Education and Consulting @ Harper) program, in an amount not to exceed \$40,000.
- Exhibit VI – 4c The administration recommends that the Board approve issuance of a Change Order in the amount of \$10,047.20 to Warner Offset, Inc., for Purchase Order #016089 for printing of the Spring 2001 Course Schedules, for a new total of \$52,749.20.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the issuance of a purchase order to Element K Press for Microsoft Office and Microsoft Windows software training manuals for Business and Professional Development classes, as requested by the Business and Social Science Division.

II. BUDGET STATUS

Funds in the amount of \$15,000 are provided in the 2000/01 Auxiliary Enterprises Fund budget, under account number 0541-105-541.02.

III. INFORMATION

The manuals are for Microsoft Office and Microsoft Windows classes within the Business and Professional Development area.

Manuals published by Catapult were used previously and there had been a lot of problems, such as manuals containing wrong indexes. After the company was taken over by IBM, problems with ordering were also occurring. Therefore, it was decided that a change to another vendor needed to be made.

Five publishers' manuals were reviewed and evaluated by Business and Professional Development faculty and staff, as well as HELP Desk and Corporate Services staff. The publishers are Catapult, CCI Learning, Computer Prep, Course Technology and Element K Press. The manuals published by Element K Press were selected based on content, clear presentation of material, flow of the material, best exercises, number of exercises and price. Element K Press is the sole supplier of its manuals.

This purchase complies with State Statute and Board policy.

IV. RECOMMENDATION

The administration recommends that the Board approve issuance of a purchase order to Element K Press, for Microsoft Office and Microsoft Windows software training manuals for Business and Professional Development classes, in an amount not to exceed \$15,000.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the issuance of a purchase order to Sun Microsystems for course books for Solaris 8 and Java classes offered within the TECH (Technical Education and Consulting @ Harper) program, as requested by Strategic Alliances.

II. BUDGET STATUS

Funds in the amount of \$40,000 are provided in the 2000/01 Auxiliary Enterprises Fund budget, under account number 0541-526-541.02.

III. INFORMATION

On December 1, 2000, TECH entered into a contract with Sun Microsystems to become an Authorized Sun Education Center (ASEC). Purchasing the curriculum directly from Sun Microsystems is one of the contractual obligations. The cost of these textbooks is part of the tuition for the classes.

Two programs will be taught, and three sets of books will be bought for each program as follows:

- 1) Sun Microsystems Solaris 8 training
 - A. Fundamentals of Solaris
 - B. Solaris System Administration I
 - C. Solaris System Administration II
- 2) Sun Microsystems Java training
 - A. Java programming Language for Non-Programmers
 - B. Migrating to Object-Oriented Programming with Java Technology
 - C. Java Programming Language

IV. RECOMMENDATION

The administration recommends that the Board approve issuance of a purchase order to Sun Microsystems, for course books for Solaris 8 and Java classes offered within the TECH (Technical Education and Consulting @ Harper) program, in an amount not to exceed \$40,000.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Recommendation for the issuance of a Change Order to Purchase Order #016089 to Warner Offset, Inc., for printing of the Spring 2001 Course Schedules, as requested by Marketing and Advancement for Marketing Services.

II. BUDGET STATUS

Funds in the amount of \$10,047.20 are provided in the 2000/01 Education Fund budget, under account number 0181-060-547.

III. INFORMATION

The award of bid request Q00106 for printing of the Spring 2001 Course Schedules was approved by Board action on September 28, 2000, and Purchase Order #016089 in the amount of \$33,456 was issued to Warner Offset, Inc. A Change Order in the amount of \$9,246 was approved by Board action on December 20, 2000, increasing the amount of the Purchase Order to \$42,702.00.

A Change Order in the amount of \$10,047.20 is needed because the quantity of the Spring 2001 Continuing Education Course Schedule increased from 100M to 200M, the quantity mailed increased from 90M to 189.3M, and the insertion of business reply postcards for each copy was added.

IV. RECOMMENDATION

The administration recommends that the Board approve issuance of a Change Order in the amount of \$10,047.20 to Warner Offset, Inc., for Purchase Order #016089 for printing of the Spring 2001 Course Schedules, for a new total of \$52,749.20.

WILLIAM RAINEY HARPER COLLEGE
BOARD ACTION

I. SUBJECT

Personnel Actions

II. REASON FOR CONSIDERATION

Board Action is required to ratify and approve personnel actions for all employees.

III. BACKGROUND INFORMATION

- A. Ratification of Administrator Appointment.
- B. Ratification of Faculty Appointments.
- C. Ratification of Professional/Technical Appointments.
- D. Ratification of Classified Staff Appointments.
- E. Ratification of Faculty Retirement.
- F. Ratification of Classified Staff Retirements.
- G. Ratification of Classified Staff Resignations.

IV. RECOMMENDATION

The administration recommends that the Board of Trustees ratify the Administrator, the Faculty, the Professional/Technical and the Classified Staff Appointments; the Faculty and Classified Staff Retirements; the Classified Staff Resignations; and the Overload and Adjunct Faculty Assignment Summary Sheets.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Student Service Awards – Fall 2000.

II. REASON FOR CONSIDERATION

As per Board Policy 3.12, student service awards are presented to students for outstanding contributions in the area of student activities. The authority for giving student service awards requires approval by the Board of Trustees.

III. BACKGROUND INFORMATION

The monetary awards are payments given for students' work for the College through student activities. Harper uses this method of compensation for recommended student leaders in lieu of guaranteeing academic credit, salaries, automatic tuition grants, or other means of payment for particular student positions. This means that students must perform well in their positions in order to be eligible for consideration for these awards. The award is recommended based on performance, position, leadership, and length of service, and participation in eXcel, Harper's student leadership training programs. In order to encourage student leaders to complete their classes as well, the amounts of their student service awards are based on credit hours successfully completed. Each student must also meet standards established for satisfactory academic progress. Expenses for student service awards are budgeted in and shared between Student Activities and the Education Fund; \$4,995.00 will be paid by Student Activities (Student Service Awards Account No. 0538-858-59900-0000) and \$3,564.00 will be paid by the Educational Fund (Financial Aid Account No. 0134-125-592.4). In addition, the Harper Educational Foundation through a scholarship fund will also contribute \$702.00 for the Student Trustee's award. The 21 awards this semester total \$9,261.00.

IV. RECOMMENDATION

It is recommended that the Board of Trustees approve the Fall, 2000 Student Service Awards in the amount of \$4,995.00 from Account No. 0538-858-59900-0000 and \$3,564.00 from Account No. 0134-125-592.4.

Fall 2000

STUDENT SERVICE AWARDS

First	Last	Organization/Club	Rebate	S.S.#	Amount
Jennifer	Markstrom	Program Board	full	██████████	\$756.00
Kim	Kusch	Program Board	full	██████████	\$648.00
Shakara	Bush	Program Board/Black Student Union	full	██████████	\$702.00
Mandy	Withem	WHCM	full	██████████	\$540.00
Sheri	Romanchuk	WHCM	full	██████████	\$648.00
James	Skyles	Student Senate	half	██████████	\$270.00
Esmeralda	Guerrero	Student Senate	half	██████████	\$324.00
Farha	Aneesuddin	Student Senate	half	██████████	\$378.00
Craig	Rot	The Paper	full	██████████	\$756.00
Jenny	Geheb	The Paper	full	██████████	\$540.00
Mark	Imburgia	The Paper	full	██████████	\$648.00
Kristen	Melander	Cheerleading	half	██████████	\$378.00
Tracy	Fisher	Student Trustee	full	██████████	\$702.00
Laura	Ashley	Nursing Class of 2001	half	██████████	\$405.00
Adrianna	Cadenas	Student Ambassador	half	██████████	\$216.00
Reetu	Dave	Indian/Pakistani Student Organization	half	██████████	\$243.00
Deborah	Fisher	Harper InterVarsity Christian Fellowship	half	██████████	\$405.00
David	Fallest	Juggling Club	half	██████████	\$ 81.00

Teresa	Kayler	Sociology Club	half	██████████	\$243.00
Robert	Mancilla	Latinos Unidos Student Organization	half	██████████	\$351.00
Penelope	Skrzynski	Science Fiction Club	half	██████████	\$ 27.00

Total \$9,261.00

WILLIAM RAINEY HARPER COLLEGE

BOARD INFORMATION

I. SUBJECT

Board Committee and Liaison Reports

II. REASON FOR CONSIDERATION

Reports from liaison officers are provided as part of the Consent Agenda.

III. INFORMATION

There are no committee reports this month.

WILLIAM RAINEY HARPER COLLEGE

BOARD INFORMATION

I. SUBJECT

Grants and gifts status report.

II. REASON FOR CONSIDERATION

The Board is provided with a monthly update of grants and gifts.

III. BACKGROUND INFORMATION

The attachment reports the current status of operational public and private grants to the College, and status of cash donations and in-kind gifts to the Educational Foundation.

**HARPER COLLEGE
LISTING OF
GRANT PROGRAMS
July 1, 2000 – June 30, 2001**

Reported: January 10, 2001

GRANT NAME DIVISION/DEPARTMENT MANAGER	BRIEF DESCRIPTION	FUNDING SOURCE AWARD AMOUNT	DATES Starts - Ends
Minority Student Transfer Center Student Development F. Solano	Provide counseling & advising services to minority students Continuation Project	IBHE \$70,000	08/22/00 08/31/01
Special Populations Academic Enrichment L. McKay	State Allocation Grant To provide support for disadvantaged students	ICCB \$322,613	07/01/00 06/30/01
Business/Industry Workforce Preparation Corporate Services L. Danaher	State Allocation Grant To provide local economic development in workforce training	ICCB \$173,004	07/01/00 06/30/01
Education to Careers Workforce Preparation J. Hennig	State Allocation Grant To promote career development and workbased training	ICCB \$110,081	07/01/00 06/30/01
Welfare to Work Workforce Preparation J. Kindle	State Allocation Grant Workforce Preparation	ICCB \$63,714	07/01/00 06/30/01
Current Workforce Training Grants Corporate Services L. Danaher	State Allocation Grant To provide training for workers currently employed	ICCB \$352,571	07/01/00 06/30/01
Advanced Technology Information Technology D. McShane	State Allocation Grant To purchase technological resources for instruction	ICCB \$358,949	07/01/00 06/30/01
Accelerated College Enrollment Grant J. Hennig	State Allocation Grant To pay for tuition for H.S. students taking college credit	ICCB \$59,126	07/01/00 06/30/01
Online Grants Distance Learning S. Catlin	State Allocation Grant To support student services	ICCB \$14,103	07/01/00 06/30/01
Leadership & Core Values Human Resources B. Henry	Employee training in Leadership & core values	ICCB \$5,000	07/01/00 06/30/01
Disabled Student Project Accessibility & Disability Ser. T. Thompson	Continuation of FY2000 To provide services to disabled students	IDHS \$134,754	07/01/00 06/30/01
Displaced Homemakers Women's Program J. Sheehan	Continuation of FY2000 Advising and Job Placement for Women's Program Participants	IDOL \$68,000	07/01/00 06/30/01
Perkins III J. Hennig	Continuation of FY2000 Award. Career and Technical Education	ISBE \$234,903	07/01/00 06/30/01

GRANT NAME DIVISION/DEPARTMENT MANAGER	BRIEF DESCRIPTION	FUNDING SOURCE AWARD AMOUNT	DATES Starts - Ends
Program Improvement J. Hennig	Continuation of FY2000 Award. Career and Technical Education	ISBE \$31,334	07/01/00 06/30/01
Federal TechPrep Education to Careers S. Griffith	Continuation of FY2000 Comprehensive Career Development Program	ISBE \$122,510	07/01/00 06/30/01
Adult Education & Literacy Adult Educational Development P. Mulcrone	Continuation of FY2000 Supports Adult Educational Development Programs	ISBE \$380,080	07/01/00 06/30/01
Work-Base Learning NSET-Education to Careers S. Griffith	New Award To provide experiences for students to the workplace	ISBE \$8,000	07/01/00 06/30/01
Transition Grant NSET-Education to Careers S. Griffith	New Award To provide financial services for Tech Prep Program	ISBE \$7,500	07/01/00 06/30/01
LincOn Project Information Technology D. McShane	To support Internet connections and Internet Access	State of Illinois \$372,000	07/01/00 06/30/01
"Members Initiative" President's Office R. Breuder	To support capital development	State of Illinois \$1,100,000	07/01/00 open
"Members Initiative" President's Office R. Breuder	To support capital development	State of Illinois \$20,000	08/01/00 open
"Members Initiative" President's Office R. Breuder	To support capital development	State of Illinois \$20,000	08/01/00 open
"Members Initiative" President's Office R. Breuder	To support capital development	State of Illinois \$19,000	08/01/00 open
Student Support Services Student Affairs Access & Disability Services T. Thompson	Fourth Year of Grant To provide services to students with disabilities	USDE/TRIO \$198,582	09/01/00 08/31/01
Mid-west Center of Post-Secondary Outreach Access & Disability Services T. Thompson	Continuation of FY2000 Provides technical assistance to Access & Disability Services Programs	USDE/St. Paul Technical College \$60,000	07/01/00 06/30/01
Cooperative Grants Prog English Second Lang. J. Gadberry	Connections: Peer Mentors To provide mentoring and training for International students	NAFSA-International \$4,618	07/01/00 06/30/01
Fellows Grant Student Activities D. Grier	Professional development of community service directors	ICCCS \$2,000	11/01/00 06/30/01
Total as of January 10, 2001		\$4,312,432	

HARPER COLLEGE GRANT PROGRAMS

DESCRIPTION OF ABBREVIATIONS

DAVTE	Illinois Department of Adult Vocational – Technical Education
DCCA	Illinois Department of Commerce and Community Affairs
IBHE	Illinois Board of Higher Education
ICCB	Illinois Community College Board
IDHS	Illinois Department of Human Services
IDL	Illinois Department of Labor
IMA	Illinois Manufacturer’s Association
ISBE	Illinois State Board of Education
NSF	National Science Foundation
USDE	United States Department of Education
ICCCS	Illinois Campus Compact for Community Service

Harper College Educational Foundation
Gift Summary by Fund
December 2000

Description	#Gifts	Cash	Pledge Payments	Total
(E)Glenda F. Nuccio Memorial Scholarship	3	\$0.00	\$6.00	\$6.00
(E)Harold Cunningham Memorial Endowed Scholarship	6	\$0.00	\$9.00	\$9.00
(E)Midge C. Smith Memorial Endowed Scholarship	9	\$0.00	\$42.00	\$42.00
(E)Roy G. Kearns Memorial Endowment	24	\$0.00	\$66.00	\$66.00
(E)Timothy A. Kolze Memorial Endowment Scholarship	1	\$0.00	\$1,000.00	\$1,000.00
(E)Lawrence Francione Memorial Scholarship End.	1	\$0.00	\$1,000.00	\$1,000.00
(E)John Louis Papandrea Liberal Arts Memorial Sch.	6	\$0.00	\$33.00	\$33.00
(E)Cheryl M. Dwyer Memorial Endowment Scholarship	1	\$100.00	\$0.00	\$100.00
(E)Dr. Charles Shaner Memorial Sch./Dental Hygiene	3	\$0.00	\$9.75	\$9.75
(E)Diane Tomcheff Callin Endowment Memorial Sch.	3	\$0.00	\$5.07	\$5.07
(E)Nils Andrew Johnson Memorial Culinary Arts Sch.	5	\$1,025.00	\$15.00	\$1,040.00
(E)General Scholarship Endowment	3	\$0.00	\$9.00	\$9.00
(E)Harper Nursing Student Endowment Scholarship	3	\$0.00	\$3.00	\$3.00
(E)James J. McGrath Humanities Endowment Sch.	3	\$0.00	\$4.86	\$4.86
(E)Harper Employee Transfer Endowment Scholarship	3	\$0.00	\$3.00	\$3.00
(E)Business/Social Science Staff Endowment Sch.	3	\$0.00	\$15.00	\$15.00
(E)Architectural Technology Endowment Scholarship	6	\$0.00	\$18.00	\$18.00
(E)GED Graduate Scholarship Endowment	3	\$0.00	\$60.00	\$60.00
(E)Criminal Justice Scholarship	3	\$0.00	\$15.00	\$15.00
(E)Otter Chemistry Endowment	3	\$0.00	\$30.00	\$30.00
(E)Anne Rodgers Scott Endowment	20	\$410.00	\$186.55	\$596.55
(E)Women Make History Endowment	4	\$100.00	\$15.00	\$115.00
(E)Donald & Patricia Torisky Endowment	1	\$1,000.00	\$0.00	\$1,000.00
Gene and Hildegarde Evans Memorial Scholarship/Continuing Education	5	\$1,500.00	\$6.00	\$1,506.00
James E. Finke Memorial Scholarship	3	\$0.00	\$21.00	\$21.00
Jacob & Iris Wolf Sign Language Interpreting Scholarship	3	\$0.00	\$3.00	\$3.00
Wilford C. Papenthien Memorial Scholarship	1	\$1,000.00	\$0.00	\$1,000.00
Displaced Homemakers Scholarship	3	\$0.00	\$15.00	\$15.00
GED Graduate Scholarship	16	\$200.00	\$63.00	\$263.00
Doriann E. Thompson Scholarshp for Women	6	\$0.00	\$10.50	\$10.50
Wheeling High School Foundation	1	\$1,000.00	\$0.00	\$1,000.00
International Studies Abroad Scholarship	3	\$0.00	\$21.00	\$21.00
Latinos Unidos Student Organization Scholarship	9	\$0.00	\$210.00	\$210.00
Harper 512 IEA-NEA Association	12	\$0.00	\$30.00	\$30.00
Jean B. Chapman International Student Scholarship	21	\$0.00	\$630.00	\$630.00
Joan R. Young Scholarship	6	\$0.00	\$18.00	\$18.00
Meteorite and Planetary Studies	3	\$0.00	\$30.00	\$30.00
Access and Disability Services	1	\$7,500.00	\$0.00	\$7,500.00
Wellness Program	3	\$0.00	\$1.50	\$1.50
Music Academy	11	\$400.00	\$36.00	\$436.00
Women's Program	6	\$0.00	\$22.50	\$22.50
Public Safety Program	15	\$0.00	\$30.00	\$30.00
Children's Institute of Learning and Living	3	\$0.00	\$15.00	\$15.00
Harper Symphony Orchestra	3	\$300.00	\$0.00	\$300.00
Child Care Fund	3	\$0.00	\$36.00	\$36.00
Harper Observatory	1	\$0.00	\$9,000.00	\$9,000.00
New Technologies	6	\$0.00	\$32.00	\$32.00
Art Gallery	3	\$0.00	\$22.50	\$22.50

Description	#Gifts	Cash	Pledge Payments	Total
Performing Arts Center	46	\$4,500.00	\$804.45	\$5,304.45
Instructional Conference Center	12	\$0.00	\$171.00	\$171.00
General Unrestricted Fund	225	\$7,656.00	\$558.00	\$8,214.00
Harper Annual Golf Outing	7	\$2,000.00	\$91.86	\$2,091.86
Harvest Ball 2000	5	\$750.00	\$28.14	\$778.14
TOTAL	559	\$29,441.00	\$14,451.68	\$43,892.68

Harper College Educational Foundation
Gift In Kind Report
December 2000

Date	Constituent Name	Gift Value	Reference
12/21/2000	Irwin Morris	\$7,808.06	Interior Design Sample Books
	TOTAL	<u>\$7,808.06</u>	

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Affiliation Agreement between William Rainey Harper College and The Medical Practice of Sidney Cohen, MD, for use of clinical facilities for students in the Medical Office Administration (Health Insurance Billing Specialist) Program.

II. REASON FOR CONSIDERATION

A Cooperative Agreement is required between Harper College and affiliating agencies to provide for the clinical education of students in health career programs.

III. BACKGROUND INFORMATION

The facilities and education opportunities available at The Medical Practice of Sidney Cohen, MD, are consistent with the clinical objectives of the Harper College Medical Office Administration (Health Insurance Billing Specialist) Program.

This agreement has been approved by appropriate officers of The Medical Practice of Sidney Cohen, MD.

IV. RECOMMENDATION

The administration recommends that the Affiliation Agreement between William Rainey Harper College and The Medical Practice of Sidney Cohen, MD, be approved as submitted.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Affiliation Agreement between William Rainey Harper College and The Medical Practice of H. Gordon Davis III, MD, SC, for use of clinical facilities for students in the Medical Office Administration Program.

II. REASON FOR CONSIDERATION

A Cooperative Agreement is required between Harper College and affiliating agencies to provide for the clinical education of students in health career programs.

III. BACKGROUND INFORMATION

The facilities and education opportunities available at The Medical Practice of H. Gordon Davis III, MD, SC, are consistent with the clinical objectives of the Harper College Medical Office Administration Program.

This agreement has been approved by appropriate officers of The Medical Practice of H. Gordon Davis III, MD, SC.

IV. RECOMMENDATION

The administration recommends that the Affiliation Agreement between William Rainey Harper College and The Medical Practice of H. Gordon Davis III, MD, SC, be approved as submitted.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Affiliation Agreement between William Rainey Harper College and Arlington Chiropractic Clinic for use of clinical facilities for students in the Medical Office Administration (Health Care Secretary) Program.

II. REASON FOR CONSIDERATION

A Cooperative Agreement is required between Harper College and affiliating agencies to provide for the clinical education of students in health career programs.

III. BACKGROUND INFORMATION

The facilities and education opportunities available at Arlington Chiropractic Clinic are consistent with the clinical objectives of the Harper College Medical Office Administration (Health Care Secretary) Program.

This agreement has been approved by appropriate officers of Arlington Chiropractic Clinic.

IV. RECOMMENDATION

The administration recommends that the Affiliation Agreement between William Rainey Harper College and Arlington Chiropractic Clinic be approved as submitted.

WILLIAM RAINEY HARPER COLLEGE

BOARD ACTION

I. SUBJECT

Affiliation Agreement between William Rainey Harper College and Healthworld for use of clinical facilities for students in the Dietetic Technician Program.

II. REASON FOR CONSIDERATION

An Affiliation Agreement is required between Harper College and affiliating agencies to provide for the clinical education of students in health career programs.

III. BACKGROUND INFORMATION

The facilities and education opportunities available at Healthworld are consistent with the clinical objectives of the Dietetic Technician Program.

This agreement has been approved by appropriate officers of Healthworld.

IV. RECOMMENDATION

The administration recommends that the Affiliation Agreement between William Rainey Harper College and Healthworld be approved as submitted.