

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 Tuesday, December 12, 2006

CALL TO ORDER: The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Stone on Tuesday, December 12, 2006 at 7:03 p.m. in the Wojcik Conference Center (Room W214), 1200 W. Algonquin Road, Palatine, Illinois.

ROLL CALL: Present: Members Gillette, Hill, Hoffman, Kelley, Murphy and Stone; Student Member Kudia  
Absent: Member Graft

Also present: Robert Breuder, President; Joan Kindle, V.P. Student Affairs and Assistant to the President; Judy Thorson, V.P. Administrative Services; Cheryl Kisunzu, Associate V.P. Diversity/Organizational Development; Colleen Murphy, V.P. Enrollment and Marketing; David McShane, V.P. Information Technology; Margaret Skold, V.P. Academic Affairs; Catherine Brod, V.P. for Development; Mike Alsup; Jim Andres; Pat Beach; Carol Blotteaux; Frank Brooks; Richard Bruno; Arlene Bublick; Phil Burdick; Orlando Cabrera; Paul Casbarian; Maria Coons; Daniel Corr; Laura Crane; Janice Cutler; William Cutler; Earl Dowling; Leslie Evans; Terence Felton; Ellen Fisher; Sally Griffith; Dale Hugo; Julie Hunsafe; Mia Igyarto; Rich Johnson; Thea Keshavarzi; Ashley Knight; Laura LaBauve-Maher; Terry Lindsay; Jim Ma; Jennifer Mathes; Jan McGrier; Mark Michaels; Maria Moten; Mark Mrozinski; Mike Nejman; Frank Nosek; Sheryl Otto; Bob Parzy; Julie Ponce; J. Pozdol; Judith Prasil; Joe Rivun; Ilene Roden; Tammy Rust; Ilona Sala; Robert Sala; Paula Saltzman; Kathleen Sicklesteel; John Smith; Charmian Tashjian; Jessica Walsh; Dennis Weeks; Deanna White; Taimi Wilk and Stasia Zwisler. Students: Fernando Diaz and Miguel Hernandez.

Guests: Sara Faiwell, Daily Herald; Tim Kane, Chicago Tribune; Thomas Browronski, Gage-Babcock; Mark Blazis, Henneman Engineering, Inc.; Brian Loftus, KAH; Ken Florey, Robbins, Schwartz, Nicholas, Lifton and Taylor, Ltd.

Chair Stone asked Dick Hoffman to lead the Pledge of Allegiance.

Chair Stone asked for several moments of silence to honor Dr. Robert E. Lahti, Founding President of William Rainey Harper College, who passed away on November 20, 2006. Dr. Lahti was responsible for selecting the campus site and for working with the first Board of Trustees and many subsequent Trustees. He was the guiding force behind the establishment of the College. Chair Stone noted that Dr. Lahti attended Teacher's College and, at the age of 20, taught Honors Chemistry and Physics at Natrona County High School in Casper, Wyoming. During that time, two of his students were Vice President Dick Cheney and his wife, Lynne.

Chair Stone noted that there will be a closed session at the conclusion of this Board meeting for the purpose of discussing possible litigation.

APPROVAL OF AGENDA Member Kelley moved, Member Hill seconded, approval of the Revised Agenda.

Ayes: Members Gillette, Hill, Hoffman, Kelley,  
Murphy and Stone  
Nays: None

Motion carried. Student Member Kudia voted aye.

#### EDUCATIONAL PRESENTATIONS

There were no educational presentations.

#### STUDENT TRUSTEE REPORT

Student Member Kudia noted that more than 1,000 people attended **Noises Off**, the highest grossing musical at Harper College. The volleyball team at Harper became fifth in the nation. On December 6, there was a tree-trimming ceremony in Building A, where all different clubs, organizations and departments put an ornament or decoration on the tree. The ceremony brings the whole College together; it is a way to celebrate Christmas, Hanukkah and Kwanzaa.

#### HARPER EMPLOYEE COMMENTS

Chair Stone reminded everyone to stay within the five-minute time allotment due to the full agenda this evening.

#### HCAFA Negotiations

The following members of the Harper College Adjunct Faculty Association addressed the Board to encourage a fair, equitable and timely settlement in the current contract negotiations: Ilona Sala (ESL); Taimi Wilk (Math/Adult Education); Dr. Charmian Tashjian (Music); Leslie Evans (Academic Success/Reading/English, Study Skills/ADS); Jan

McGrier (BUS/SS); Paul Casbarian on behalf of Beth Nudelman (Nursing); Frank Nosek (BUS/SS); Ellen Fisher (ESL/Linguistics); James Andres (English); Julie Hunsafe; and Dr. Dale Hugo (chemistry/physical science). They spoke of their credentials, their experience and their love of teaching.

The following items were highlighted:

- Adjuncts teach 61 percent of the courses at Harper College.
- Adjuncts must have the same credentials as full-time instructors.
- Adjuncts receive no benefits, no professional development, no health care, no leave, and no vacation pay.
- Many adjuncts work two and three jobs in order to pay their bills.

Each person spoke about specific issues important to them, including health insurance, fair share, competitive/fair salaries, professional development money and acknowledgement of value/contribution of adjuncts.

Jan McGrier stated that it is not so important to have the right answers; however, it is absolutely critical to ask the right questions. She raised the following questions to the Board and administration:

- Is every person on the negotiating team guided by Harper's Core Values (integrity, respect, excellence, collaboration)?
- Do you consider adjunct faculty as an inclusive, critical member of the continuing success of the institution?
- Who do you consider faculty?
- What are our commonalities, our shared commitments?
- Do you believe exclusion is an obstacle to organizational effectiveness? Do you understand that there is language in the contract that excludes?
- Is Harper College truly committed to diversity?

Individuals asked that the Board and administration bargain quickly and in good faith, and help the Harper College Adjunct Faculty Association achieve equity for adjuncts.

Board Liaison  
Committee

As Chair of the English Department, Rich Johnson noted that Harper College adjuncts are truly some of the finest, most professional people with whom he has ever worked. It is his hope that the Board, administration and the Harper

College Adjunct Faculty Association can come to some sort of equitable solution.

As a representative of the Board Liaison Committee, he presented information on Program Committees, which are comprised of faculty and administrators who oversee the creation and implementation of innovative programming opportunities.

### **Learning Communities Committee**

This is comprised of 15 faculty and administrators who review proposals and set guidelines for the Learning Communities classes. Mr. Johnson explained that in Learning Communities, groups of students enroll in the same classes, two or three together that focus on a central theme and often have an interdisciplinary component. The courses are team designed and may have a degree of team teaching. Studies have shown that student retention rates are higher and withdrawal rates are lower in this type of classes. Harper offers approximately 15 different sections of Learning Communities classes.

### **International Studies and Programs Committee**

This is a committee of 12 faculty and administrators whose mission is to develop and cultivate international awareness on campus through innovative programs meant to enhance knowledge of global dynamics and cultural diversity. The committee serves as a resource to the College and to the community, providing opportunities for individuals to pursue interests in world cultures and traditions.

The International Studies and Programs (ISP) offers three different venues of events – on-campus programs, study abroad and visiting scholars.

*On-campus programs* include “Read Around the World” (an international book club), International Week and Festival (March 12-15) and various symposia that have been offered throughout the last four years.

*Study Abroad* - they have had semester-long programs through the Illinois Consortium of International Studies and Programs in Canterbury and Salzburg, a three-week summer program offered in China, a two-week summer program in Paris and a two-week summer program in Greece focusing on Art.

*Visiting Scholars* – Harper has a very strong presence in the Fulbright Scholar in Residence Program. They have hosted three in the last eight years. Mr. Johnson announced that for the first four weeks of the Spring semester, they will be hosting Dr. Mohammed Aafif of the Department of History at Mohammed V University, Rabat, Morocco through a Fulbright grant. It is a great honor for the College; they have a number of campus events scheduled for him.

### CITIZEN COMMENTS

There were no citizen comments.

Chair Stone thanked everyone for their comments. She noted that they took the Harper employee comments slightly out of order because they had so many. The meeting will return to the President's Report.

### PRESIDENT'S REPORT

Dr. Breuder noted that Cheryl Kisunzu and Laura LaBauve-Maher would give an update on the diversity initiative. Ms. LaBauve-Maher spoke about the Multicultural Faculty Fellows (MFF) Program and Summer Bridge Program (SBP).

#### **Multicultural Faculty Fellows Program**

The program works with academic faculty to train them and give them research opportunities to become multicultural experts in their academic disciplines. This past year, three Faculty Fellows were trained, for a total of 15 trained Faculty Fellows. They are currently in the process of selecting four more faculty fellows to be trained this year.

There are three unique elements of the program:

- There is great collaboration between the academic side of the house and Student Affairs.
- There is an opportunity for faculty to develop themselves from a diversity perspective in order to better prepare themselves for working with the changing demographics occurring in the classroom.
- By enhancing their curriculum, the Faculty Fellows are giving students the experience of infusing diversity within the classroom. Students usually experience diversity only outside the classroom on college campuses.

They received the honor of being invited to present at the National Conference on Race and Ethnicity, which is a premier conference on race and ethnic issues in the United States. Ms. LaBauve-Maher read several positive comments received at the conference. Additionally, they have been selected to make a presentation at a major

Student Affairs Conference in March. She noted that there were 1,700 submissions for presenting at the conference; Harper College MFF was one of 550 presentations selected. Three additional Student Affairs presentations by Harper College were also selected for the conference.

Faculty Fellow Jessica Walsh shared her experience in the MFF Program and spoke of its relevance to her work in the English Department and across campus. She has benefited greatly from the intensive training that is run by the Center for Multicultural Learning (CML) faculty. They became great resources for her as she researched difficult issues. Her project related to infusing issues related to the gay/lesbian/bisexual/trans-gendered (GLBT) community into her English 102 courses, using more issues, themes and text on those areas. It has changed how she creates a syllabus, how she orchestrates classroom discussion, and advanced her willingness to take on controversial and difficult issues in a classroom setting.

She has witnessed the growth of an important network of the 15 MFF alumni; they have formed a community that transcends disciplines in unique ways. They know each other well and can check in on different issues and challenges that they are facing. Separately and collectively, they continue to take on the agenda of diversity on Harper's campus.

Ms. Walsh noted that there is a lasting benefit to the program. There is more involvement of Faculty Fellows on committees that traditionally were formed without faculty involvement. Several MFF have become involved in the Diversity Committee. Ms. Walsh noted that she now co-chairs the committee with Cheryl Kisunzu. They have created a program called "Classroom Conversations on Diversity," which is set up to be an informal gathering of faculty to talk about how to tackle difficult issues in the classrooms, sensitively and in a way that is useful to advancing the curriculum in all different disciplines.

They are working with the Teaching and Learning Committee to create a graduate course in diversity, which will be offered in conjunction with Aurora. That came directly out of conversations among Faculty Fellows.

### **Summer Bridge Program**

Ms. LaBauve-Maher explained that they created this program to work with under-prepared, first-generation, first-

time-in-college students who were graduating from high school in the bottom fiftieth percentile of their graduating class and transitioning to Harper. They received support from the Harper College Educational Foundation to pilot Year 1 and Year 2 of the program. She gave an update on the program's objectives and gave feedback from an academic perspective – what the students have accomplished since they started the program.

The Summer Bridge Program (SBP) is a two-week intensive transition program that helps students with the skill sets needed to succeed in the transition from high school to college. They work with students in math, reading, writing, computer skills, successful strategy skills, time management, stress management, study skills, learning styles, communicating with faculty, career planning and transfer education planning. After the program is over, the students continue to work with counselors in the Center for Multicultural Learning during the fall semester and into the spring semester.

They are currently in Year 2 of the program, and are now recruiting for the third year of the pilot. Ms. LaBauve-Maher gave highlights of the program:

- 77 students have gone through the program.
- 72 percent of the students who first went through achieved a 2.0 or higher fall GPA (their goal was 50 percent achieving a 2.0 or greater GPA).
- 100 percent of the students were retained through the fall semester.
- 87 percent of the students were retained fall to spring, and the ones who were not retained, actually transferred to another school.
- 62 percent of the students achieved a 2.0 GPA or higher in the spring; and of the 62 percent, 38 percent of them achieved a 2.5 GPA or higher, and 38 percent of them achieved a 3.0 GPA or higher.

She reminded everyone that these were students who, most likely, would not have finished their first semester in college.

At the end of the first year, they worked with the Office of Research and took a random sampling study of 577 students who met exactly the same requirements to be in the SBP but did not participate in the program. Ms. LaBauve-Maher quoted the results from the Office of Research: "The Bridge students had a similar (i.e., not statistically different)

semester GPA and fall to spring retention rate; however, the Bridge students did have a significantly higher cumulative GPA and also had a higher success rate, earning a grade of C or better in their fall classes.” The indication is that the program is working. They have asked the Office of Research to help with the study once again this year in the hopes that they will have continued favorable results.

Ms. LaBauve-Maher stated that they are very excited about what they are doing with the students. She had asked several students to speak tonight, but it is finals week, so they were unable to come. She shared the story of one student who came in the summer of 2005. This student was a first-generation, first-time-in-college student. Upon successfully finishing the SBP, she finished her first year at Harper with a 3.5 GPA, joined Latinos Unidos, became a Student Leader, and was asked to become a full-time Orientation Student Leader. She now recruits other students and works with the Center for New Students in helping students acclimate to Harper. This is a student who was slated not to have survived her first semester at Harper. Ms. LaBauve-Maher thanked the Board and the Foundation for their support.

### **Diverse Workforce Recruiting**

Ms. Kisunzu noted that the recent environmental scan confirmed that Harper’s district and its constituents are indeed becoming increasingly diverse. The literature has confirmed that students, especially those underrepresented groups, have an enhanced learning experience when their academic environment also looks like them. This is why the College continues to have the recruitment and retention of faculty and administrators from underrepresented groups as a primary goal. Given the demographics of the student population, this would be approximately 32 percent.

In order to reach that goal, they piloted a strategy of developing the position of a Diverse Workforce Recruiter. During the six months since recruiter Paula Saltzman was hired, her efforts have been directly associated with the following:

- The recruitment of a full-time administrator who was subsequently hired.
- The identification of two candidates for campus interviews for the Resources for Learning position.
- Harper has been an active participant in three job fairs.

- Harper has participated in the first annual joint conference for librarians of color that has ever been held in the USA.
- They have been working with the grant specialist, and are in the process of exploring a Diverse Workforce Grant, which would help support this type of initiative.

Ms. Kisunzu noted that the potential for the Diverse Workforce Recruiter position is just developing. She introduced recruiter Paula Saltzman. They are pleased that she has joined Harper, and they look forward to the developing effectiveness of her work.

Ms. Kisunzu concluded that they look forward to the continued maturing of Harper's institutional response to the diverse needs of its constituents, and they look forward to sharing their experiences next year.

Chair Stone congratulated them on the success of the programs mentioned. The Board is firmly committed to diversity.

Dr. Breuder distributed copies of a press release that states, "Harper marks six consecutive years of fall enrollment growth." He shared some highlights:

- This is the sixth consecutive fall that they have reached a record enrollment at Harper on the credit FTE.
- Enrollment is at 9,413 FTE.
- Since 1998, Harper has added ten associate degree programs, 35 certificate programs and 344 new courses.

Dr. Breuder encouraged Board members to read the press release at their leisure.

## CONSENT AGENDA

Member Kelley moved, Member Hoffman seconded, approval of the minutes of the November 14, 2006 regular Board meeting; bills payable; payrolls for November 10, 2006 and November 24, 2006; estimated payroll for December 8, 2006; bid awards; purchase orders; personnel action sheets; financial statements, committee and liaison reports, grants and gifts status report, summary of items purchased from state contracts, consortiums or cooperatives, as outlined in Revised Exhibits IX-A.1 through IX-B.4, (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Accounts Payable & Tuition Refunds      \$3,000,922.99

The payroll of November 10, 2006 in the amount of \$1,820,420.86; and November 24, 2006 in the amount of \$1,657,281.81; and estimated payroll of December 8, 2006 in the amount of \$1,738,851.34.

Bid Awards	Ex. IX-A.3.a	Award bid request Q00492 to Castle Printech, Inc., the low bidder for printing of the Spring 2007 Continuing Education Course Schedule, which is a major publication promoting enrollment, in the amount of \$35,165.
	Ex. IX-A.3.b	Award bid request Q00497 to Direct Fitness Solutions, LLC, the low bidder for an Iron Grip Urethane dumbbell set and an Iron Grip Urethane barbell set, in the amount of \$10,071.
Purchase Order	Ex. IX-A.4.a	Approve issuance of a change order to purchase order #503468 issued to NCS Pearson, Inc. for the production and mailing of IRS Forms 1098-T, in the amount of \$2,404 for a new total of \$15,044.
Personnel Actions		<p><u>Faculty Appointment</u> Brenna Lorenz, Assistant Professor-Geology, TMS, 01/10/07, \$52,567/year</p> <p><u>Supervisory/Confidential Appointments</u> Douglas Grier, Manager, CE Personal and Cultural Enrichment Program, CE, 11/13/06, \$68,314/year Norma Nerstrom, Manager, CE Business and Professional Development, CE, 11/13/06, \$71,668/year</p> <p><u>Classified Staff Appointments</u> Jennafer Dunbar, Box Office Assistant, p/t, EM, 11/20/06, \$17,064/year Lori Fiscus, Bilingual Assistant, p/t, ADS, 11/29/06, \$23,374/year Kathleen Gulli, Information Receptionist, p/t, STU DEV, 12/04/06, \$16,224/year</p> <p><u>Harper #512 IEA-NEA Appointment</u> Ernesto Garay, Groundskeeper, PHY PLT, 12/05/06, \$23,171/year</p> <p><u>Faculty Retirements</u></p>

William Andresen, Professor, TMS, 07/31/08, 31 years  
 Dale Ford, Professor, HC/PS, 05/31/08, 23 years  
 Karen Froelich, Professor, TMS, 07/31/08, 18 years  
 Jean Louise Gustafson, Professor, AE/LS, 07/31/08, 21  
 years  
 Kathi Holper, Professor, AE/LS, 07/31/08, 19 years  
 Margaret Kazkaz, Professor, AE/LS, 07/31/08, 26 years  
 Michael Lackey, Associate Professor, AE/LS, 07/31/08, 30  
 years  
 Christine Poziemski, Professor, AE/LS, 07/31/08, 19 years  
 Wally Sloat, Associate Professor, AE/LS, 07/31/07, 15 years

#### Faculty Resignation

Uriel Buitrago-Suarez, Instructor-Biology, TM/S, 12/22/06, 2  
 years

#### Classified Staff Resignations

Katherine Paez, ESL Associate, AE/LS-ESL, 11/06/06, 2  
 years 7 months  
 Melissa Prejna, Bilingual Assistant, p/t, ADS, 10/27/06, 2  
 years 2 months

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

Ayes: Members Gillette, Hill, Hoffman, Kelley,  
 Murphy and Stone  
 Nays: None

Motion carried. Student Member Kudia voted aye.

#### NEW BUSINESS:

Public Hearing on  
 Tax Levy

Member Hill moved, Member Kelley seconded, to adjourn the Regular meeting to the hearing on the adoption of the tax levy.

In a voice vote, the motion carried.

Chair Stone called to order the public hearing on the adoption of the Harper College tax levy at 8:07 p.m. The Board has copies of the tax levy resolution.

Vice President Judy Thorson stated that the tax levy before the Board is \$120,000 higher than the preliminary levy they saw in October. Harper College has benefited from the Arlington Heights TIF district expiring, by approximately \$128,000. She added that this might be one of the very first TIF districts to expire; they usually keep going on. Vice

President Thorson congratulated Arlington Heights for letting the money come back to all the other taxing districts. The extra \$128,000 was put in the Education Fund.

Chair Stone asked if there was anyone present who would like to comment on the levy. Hearing none, Chair Stone declared the hearing closed.

Chair Stone reconvened the Regular meeting at 8:09 p.m.

Adoption of Levy  
Resolution

Member Hill moved, Member Hoffman seconded, adoption of the Levy Resolution for 2006, as outlined in Exhibit X-A (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hill, Hoffman, Kelley and Stone  
Nays: Member Murphy

Motion carried. Student Member Kudia voted aye.

Abatement of Taxes

Member Gillette moved, Member Kelley seconded, approval of the Resolution abating the tax levied for 2006 to pay the debt service on the \$4,070,000 General Obligation Bonds, Series 2001 (Alternate Revenue Source) and authorization of the transfer of \$521,560 from the revenues generated in the Auxiliary Fund to the Bond and Interest Fund, as outlined in Exhibit X-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Member Gillette commented that it is always nice to reduce property taxes.

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hill, Hoffman, Kelley, Murphy and Stone  
Nays: None

Motion carried. Student Member Kudia voted aye.

Resolution to Establish  
Claims Against the  
District

Member Gillette moved, Member Kelley seconded, adoption of the Resolution as prepared by bond counsel to establish claims against the district in its intent to sell bonds, as outlined in Exhibit X-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, Hill, Hoffman, Kelley,  
Murphy and Stone  
Nays: None

Motion carried. Student Member Kudia voted aye.

Resolution to Establish  
A Hearing Date for the  
Sale of Limited Tax  
Funding Bonds (BINA  
Hearing)

Member Murphy moved, Member Kelley seconded, approval of the Resolution providing for the establishment of a Funding Bond hearing date of January 23, 2007 and adoption of the required public notice, as outlined in Exhibit X-D (attached to the minutes in the Board of Trustees' Official Book of Minutes).

It was noted that the actual bond sale is February 27, 2007, but the hearing is January 23, 2007. In response to Member Hill, Vice President Thorson explained that there are timing requirements by law. The hearing must be 30 days before the sale. The College likes to sell in February for two reasons: if they close before the end of February, they can put the bond sale on the prior year's tax bill; and they have found that the interest rates are the best in the beginning of the year.

Member Gillette noted that, after looking at the history of municipal bond ratings, he has discovered during the first quarter, the interest rate is usually a half point lower than what it was before or after. He believes that is because most of the governments are forming on the first of the year, and they do not get organized to sell anything until later on. Additionally, most people who want to invest in tax-free municipals do it out of bonuses that they receive at the end of the year, and so right after the first of the year, there is money looking to be invested in tax-free municipals, and there are no new issues.

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hill, Hoffman, Kelley,  
Murphy and Stone  
Nays: None

Motion carried. Student Member Kudia voted aye.

Affiliation Agreement with Central DuPage Hospital and Mercy Provena St. Joseph Medical Center

Member Hill moved, Member Murphy seconded, approval of the Affiliation Agreement between Harper College and *Central DuPage Hospital and Mercy Provena St. Joseph Medical Center*, and authorization for the Dean of Health Careers and Public Safety to sign all of the above, as outlined in Exhibit X-E (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

Purchase Order for R.J. Galla, Inc. for Excess Workers Compensation Insurance and Purchase Order for Cannon Cochran Management Services, Inc. for Third Party Administration of Workers Compensation Claims

Member Gillette moved, Member Hoffman seconded, approval of purchase order to R. J. Galla Co., Inc. for Excess Workers Compensation Insurance in the amount of \$46,087, and approval of issuance of a purchase order to Cannon Cochran Management Services, Inc. (CCMIS) for third party administration of Workers Compensation claims in the amount of \$16,485, for a total of \$62,572, as outlined in Exhibit X-F (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In response to Member Gillette, Vice President Thorson explained that the College has been self-insured since 2004. The highlights are on the cover memo of the packet and graphs are attached. She noted that 2004 was probably the worst year the College has had in its history, and it did happen to be the first year that they were self-insured. The claims have gone down significantly since then, partially due to the hard work of the staff. Sarah Gibson works very closely with safety issues and with people. Every time there is a claim or a problem, she investigates; if there needs to be more training to make the workplace safer, she designs the training and delivers it. Slips and falls continue to be the item that takes the most amount of money.

In response to Member Hill, Thea Keshavarzi explained that the excess insurance pays over \$500,000. Member Hill asked if the College has ever had an over \$500,000 payment. Ms. Keshavarzi responded that there has not been one in the short three years they have been self-insured.

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hill, Hoffman, Kelley, Murphy and Stone  
Nays: None

Motion carried. Student Member Kudia voted aye.

Bid Request for a  
Campus-Wide Fire Alarm  
Improvement Project

Member Gillette moved, Member Hill seconded, to award bid request Q00479a for a campus-wide fire alarm improvement project to Simplex Grinnell LP, the low bidder in the amount of \$1,405,380 plus the engineer's fee of \$126,484.20 reimbursables of not to exceed \$5,000, a five-year full service maintenance contract for years three through eight at a cost of \$128,900, and a contingency of not to exceed \$140,538 for a total award of \$1,806,302.20, as outlined in Revision 2 Exhibit X-G (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In response to Member Hill, Vice President Thorson explained that in Revision 2, they called out the maintenance agreement. In the first revision it was lumped together. When Trustee Hoffman asked a question about the maintenance, they made it clearer that part of the cost is maintenance for five years after the two-year warranty. That brought down the total construction costs, which brought down slightly the percentages paid to the engineer and the dollar amount put into contingency and to pay the engineer.

Upon roll call, the vote was as follows:

Ayes: Members Gillette, Hill, Hoffman, Kelley,  
Murphy and Stone  
Nays: None

Motion carried. Student Member Kudia voted aye.

Chair Stone thanked Trustee Hoffman for helping to clarify the items on the exhibit. Member Hill added that it saved the College money.

Bid Request for  
Renovation of Building D

Member Kelley moved, Member Hoffman seconded, to award bid request Q00493 to renovate the west end of Building D used by the Math department and Access and Disability Services (ADS) to Construction Solutions of Illinois, Inc., the low bidder, in the amount of \$893,723, plus the architect's fee in the amount of \$62,561, reimbursables of not to exceed \$5,000, and a contingency of not to exceed \$89,372 for a total award of \$1,050,656, as outlined in Exhibit X-H (attached to the minutes in the Board of Trustees' Official Book of Minutes).

In a voice vote, the motion carried.

ANNOUNCEMENTS BY  
CHAIR

Communications                    There were no communications.

Calendar Dates                    Calendar dates are printed on the Agenda for Board information. Chair Stone noted that the campus will be closed Saturday, December 23 through Tuesday, January 2. The next Board meeting is January 23, 2007.

On behalf of the Board, Chair Stone wished everyone a happy holiday season. She thanked everyone for the hard work that they do for Harper College.

OTHER BUSINESS

With regard to the upcoming election, Member Gillette suggested they send out a press release stating how an individual would go about getting applications and explaining what it would entail to be a Trustee at Harper College. He also suggested they put the information on Harper's website. Member Gillette noted that he will not be running. Chair Stone thanked Member Gillette.

Chair Stone asked for a motion to adjourn into closed session for the purpose of discussing potential litigation. She noted that a vote may be taken when they return to open session.

EXECUTIVE SESSION

Member Hill moved, Member Kelley seconded, that the meeting adjourn into executive session for the purpose of discussing potential litigation.

In a voice vote, the motion carried at 8:26 p.m. Following a short break, the executive session began at 8:44 p.m.

Following executive session, the Board reconvened the Regular meeting at 10:30 p.m.

ADJOURNMENT

Member Hoffman moved, Member Kelley seconded, that the meeting be adjourned.

In a voice vote, the motion carried at 10:31 p.m.

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Chair

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Secretary

BOARD REQUESTS

DECEMBER 12, 2006 REGULAR BOARD MEETING

There were no Board requests.