

**MINUTES OF ADJOURNED MEETING OF BOARD  
COMMUNITY COLLEGE DISTRICT #600  
September 30, 1965**

An adjourned meeting of the Board of Community College District #600 was called to order by President Tabor in the Board Room of Dixon Public Schools, Dixon, Illinois, September 30, 7:30 P.M.

The following members were present for roll call: Peter W. Dillon, Catherine R. Perkins, Kenneth L. Reuter, Clayton R. Schuneman, Gerald S. Stuff, Warren E. Walder, and Forrest L. Tabor. None were absent.

Also present were Dr. Bill Hein and Dr. Ira Ralston, representing the educational consultants, Odell MacConnell Associates, and Joseph Durrant and Gene Gordon of Durrant-Deininger-Dommer-Kramer and Gordon, architects.

Mr. Dillon moved to authorize Attorney Castendyck to prepare contracts with Durrant-Dommer-Deininger-Kramer and Gordon of Dubuque, Iowa and Caudill-Rowlett-Scott, Houston, Texas as architects in collaboration with Odell MacConnell Associates, Palo Alto, California as educational consultants for the purpose of providing the College Board with complete architectural services and educational specifications on the terms provided by the contracts. Mr. Reuter seconded the motion. The roll was called and the following members voted "Aye": Peter W. Dillon, Catherine R. Perkins, Kenneth L. Reuter, Clayton R. Schuneman, Gerald S. Stuff, Warren E. Walder, and Forrest L. Tabor. None voted "Nay." The motion carried unanimously.

Mr. Ralston discussed with the Board the tasks and priorities to be accomplished by January 1966:

1. **Phase 1** - Developing a statement of philosophy and guiding principles, depicting the purpose, ultimate size, and educational program by subject matter.
2. **Phase 2** - By November 1, 1965, have available to the architects complete adequacy program, space needs, divisions, and departments, and schematic relationship between departments and laboratories.
3. **Phase 3** - By January 1, 1966, to have complete specifications in detail.
4. **Phase 4** - Assist with areas to be used if College is to open on a limited basis in September 1966; assist with the proposed opening program when the president is available; study the operational and capital financing of the College.

Mr. Hein discussed the feasibility study as it relates to enrollments and the projected probable full-time equivalent number of students to be served in the area and potential areas. He had previously observed that the Survey study appeared to be extremely conservative based upon population figures used by the State of Illinois in designing the Master Plan. Using the projected High School enrollments for the area and the percentage of students it is anticipated will be seeking enrollment in the Junior Colleges in Illinois, by 1976 Community College #600 could reasonably expect 5,130 students. The educational consultants reported that their experience

After discussion about an ideal campus so far as size and accommodations are defined, Mr. Dillon moved to master plan for an ultimate enrollment of 5000 students. Mr. Schuneman seconded the motion. The motion carried.

Mr. Hein recommended the Board consider having on staff a director of institutional planning and research to constantly keep in sight the various Federal monies and programs that are available and desirable, since the problem is too complex for the college president to keep abreast. Such a responsibility is typical of quality control in industry.

Mr. Reuter moved to adjourn sine die. Mr. Stuff seconded the motion. The motion carried.

Following adjournment, Mr. Hein and Mr. Ralston presented slides and discussion of some of the current ideas and planning of facilities.

Catherine R. Perkins, Secretary

TO: MEMBERS OF THE BOARD OF TRUSTEES, COMMUNITY COLLEGE, DISTRICT NO. 600, WHITESIDE, LEE, OGLE, BUREAU AND HENRY COUNTIES.

This is to notify you of a meeting of the Board of Trustees of Community College, District No. 600, to be held on Wednesday, October 13th, 12:00 noon, Captain's Room, Lincoln Hotel, Sterling, Illinois for the purpose of selecting a site for the Community College and for any other business which may come before the Board at this time.

Forrest L. Tabor, President

Catherine R. Perkins, Secretary