

# Bookstore tries cover-up to hide COD cash losses

(This is the first in a series of articles exploring administrative spending habits and practices at the College of DuPage.)

By RICK ALM

Copley News Service

Falsified records were used this summer to cover up a cash shortage of hundreds of dollars discovered missing from a safe in the College of DuPage bookstore.

The cover-up came to light during a Copley News Service investigation of bookstore sales and inventory records at the Glen Ellyn campus.

A bookstore employee who participated in the cover-up revealed the scheme to Copley News Service, and a day later bookstore director Allan H. Allison, 400 Walnut Creek, Lisle, admitted to school officials that he knew bogus reports had been submitted to the finance office.

Campus finance officials have ordered a special audit of bookstore records to determine whether, and for how long, the fraud has continued.

Bookstore employee Larry D. Capps, 21W270 Walnut Road, Glen Ellyn, told Copley News Service that store manager Cherokee A. Sieber, 1S712 Kanilworth, Glen Ellyn, in July solicited his cooperation, and possibly the cooperation of other

buy-back payments for which no book was ever returned, and permits a bookkeeping system in which missing cash from the buy-back fund can be covered with bogus signatures on the sheets.

Campus finance controller Kenneth J.



ALLAN H. ALLISON

Kolbet said the store did \$75,609.90 in buy-back business during fiscal year 1977

\$11.25 due "John H. Hubbard" during the week of July 13.

Allison and Kolbet were questioned at the same time on August 15 about Capps' allegations, and Allison admitted then some knowledge of the incident noting, "We were short and tried to make up the difference."

Allison has refused however, to reveal to Kolbet or Copley News Service, the names of any employees involved, or the extent of his own involvement.

Campus bookkeepers discovered hundreds of dollars missing and unaccounted for during an early July spot check of buy-back cash kept in Allison's office safe.

Several days later additional buy-back sheets were submitted to the finance office. The new sheets however, did not cover all of the missing cash, Kolbet said.

The controller said the decision was made at that time to "write it off as a shortage...a loss."

The final tally showed \$575.33 missing. Capps' admission to Copley News Service has renewed official concern over the missing cash, which, if his story proves accurate, must total at least \$11.25 over the \$575.33 written off.

Indications point to a greater loss.

Capps' bogus John H. Hubbard, or

## —Bookstore coverup

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Allison and Sieber have both refused to make any comment on Capps' allegations.

Kolbet however, has launched his own probe into the affair and said he is drafting a report for college president Rodney K. Berg, which is expected to draw the attention of the college board of trustees at its Sept. 14 meeting.

Kolbet said he has ordered his staff to begin examining buy-back sheet signatures for the past year to determine whether any pattern emerges in the matching of signatures with bona fide student lists.

Kolbet told Copley News Service that his own brief spot check of signatures uncovered the name "Sam Sonite," a play on the luggage-maker's brand name.

Kolbet has also ordered Allison to institute immediate use of student's social security numbers on buy-back sheets, creating a computer control for future spot checks.

In addition, Kolbet said he has ordered the combination lock on Allison's office safe changed, and said the bookstore will be required to reconcile buy-back cash balances with the finance office on a weekly basis.

Kolbet said he was unsure just when the last cash balance was required, but noted, "It's been awhile."

In an earlier interview, Allison confirmed that running inventories on books, records, tapes, school supplies, clothing, watches and other stock are not kept. An annual inventory, and sometimes a mid-year count, alert Allison to sales trends and on-hand supplies, he said.

Hubbard, does not appear on college summer student registration lists under several possible spelling combinations.

A spot check by Copley News Service into three of 16 sheets turned in on the same day by the bookstore, (including the one with the Hubbard entry) found that nine of 22 names did not appear as summer students, while 10 were registered and three signatures were illegible.

Of the nine non-summer student names, again including Hubbard, six book title entries on the buy-back sheets appear to be in the same handwriting.

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Allison said that he visually inspects shelf merchandise and re-orders when supplies run low throughout the year.

The bookstore director's system has drawn no apparent criticism from officials or college board members, but outside auditors included the bookstore in general criticism of inventory-keeping campus-wide in 1975.

Allison has apparently not volunteered any information to Kolbet on what may have happened to the missing cash.

But Capps and a former college employee both told Copley News Service that buy-back funds, or possibly other cash flowing through the bookstore, has been loaned by Allison to other college employees.

Capps said he has borrowed small sums through Allison "quite a few times."

He said the amounts never exceeded \$20 and were available only to full-time employees.

Joseph A. Gilbert, 814 N. Main St., Glen Ellyn, told Copley News Service that he arranged a \$96 "and some odd cents" loan for a campus center student employee named "Yvonne" through Allison this winter. The loan was paid back with the student's next pay check, Gilbert said.

A Copley News Service inquiry into payroll records found that Yvonne M. Wilson's Dec. 17, 1976 payroll check for \$95.08 was cashed at the campus bookstore. It was the only bi-weekly check issued Wilson from November, 1976 through January, 1977 that the student worker cashed at the college store, according to assistant controller Howard L. Owens Jr.

Wilson, who has since returned to her home in Mobile, Ala., told Copley News

Service that she did receive advance pay one time at the bookstore.

She said she only remembered dealing with two women however, one who gave her the cash and a second who accepted her payroll check later in repayment.

Wilson said she did not know the "ladies" names, and also could not recall Gilbert's name.

"I was new up there and didn't know anybody," she said.

Kolbet said Allison has admitted to him that he did advance pay to a student during the winter quarter, but said Allison recalled that the incident was "an emergency" and said it was the only such occurrence.

Gilbert, a former campus center aide in the same department with Wilson and who left the college this summer, said he was first advised by fellow employees that Wilson's loan could be arranged through cafeteria manager Jeffery Spiroff, 680 N. Howard St., Elmhurst.

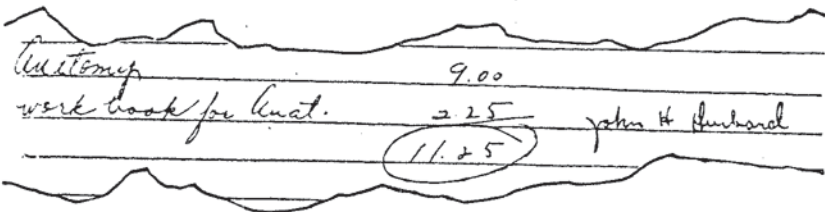
Gilbert said Spiroff told him he could not make the loan however, because he had already balanced that day's receipts, but sent him to see Allison.

Spiroff has denied the conversation with Gilbert took place, and said no one has ever borrowed cafeteria funds to his knowledge.

Kolbet said the school has no written policy providing for payroll advances, but said under some circumstances his business office might properly consider such a loan "if there was no alternative."

Kolbet said no such business offices advances have ever been made to his knowledge.

(MONDAY: Auto repair records)



store employees, to sign fictitious names on forms used in the re-purchase of used textbooks from students.

Students sign the forms agreeing to the cash re-purchase price offered by the store, usually 50 per cent off list price. The forms also itemize the titles sold back to the school.

But although the titles are recorded on the "buy-back" sheets, no corresponding inventory of the total number of books in circulation and on the shelves is kept, Capps said.

The absence of any store inventory system makes impossible the detection of

which ended June 30.

According to Capps, Sieber approached him in mid-July and asked that he sign a name across from two titles and an amount, "I think it was \$25," he said, that was already written on the form.

He said he recalled signing a sheet with the amount due "John H. Hubbard." Capps said he received no cash in exchange for the bogus signature. He said he suspected that other employees were also asked to sign the sheets.

Numerous buy-back sheets produced by Kolbet's office for Copley News Service examination contained an entry showing



*Journal probe reveals:*

# Cloud of impropriety hangs over COD



By RICK ALM

Copley News Service

Last winter College of DuPage officials slashed the school's list of course offerings in the face of a near-million dollar deficit, and pleaded with voters to increase taxes.

Voters approved a whopping 118 per cent education fund tax hike on Nov. 17, 1976, but never learned that for years thousands of dollars in other funds had been slipping through the Glen Ellyn school administrators' hands like grains of sand.

College employees, former employees and students, alarmed at bits and pieces of the perquisites they learned or

suspected top administrators were enjoying, discussed numerous incidents and practices with Copley News Service over several months.

Records were searched this summer as the school closed its fiscal year books on 1977, and officials were confronted in recent weeks by Copley News Service with numerous allegations of waste and impropriety.

Complaints lodged with Copley News Service ranged from administrator's personal use of the school's shipping and mail service and the routine expenditure of tens of thousands of dollars annually on food and liquor consumed at "official" gatherings, to the deliber-

ate falsification of college financial records.

What emerged from the investigation was a pattern of wining, dining and travel by top administrators, little or no record keeping in several departments that deal in hundreds of thousands of dollars worth of books, food, auto parts and other college supplies, and an appearance of impropriety clouding numerous administrative practices — all with the benign approval of the elected board of trustees who admittedly paid scant attention to college spending details and who function as absentee landlords over the \$21.6 million community college operation.

News sources, many current employees who asked that their names be kept confidential, blame the school's top executives for what they see as a tax-supported spending spree. But they also reserve harsh criticism for the trustees for failing to examine and limit the spending.

College president Rodney K. Berg candidly admits that he may be "probably the most expensive president in the Illinois Community College system." But he defends his record of expense spending on frequent working lunches and staff conferences in local motels and restaurants as "a matter of judgment ... based on results."

The examination of college records, prompted this spring by student government allegations of waste and wrongdoing in a letter to Copley News Service, eventually unnerved campus officials as the list of questions grew.

Twice during the course of the investigation, Berg intervened in an effort to filter the flow of information to a news reporter.

In a more recent action which appeared intended to evade questioning, Berg cancelled two successive interview sessions with Copley News Service and left town August 18 on a hastily

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## —Probe

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scheduled vacation.

On May 19 Berg received word that a food service employee was being interviewed. The president appeared in the kitchen and demanded that questioning of employees and school procedure be conducted through his office.

Following that confrontation, 39 present or former employees and students were interviewed by Copley News Service without incident, including Berg in three two-hour sessions. In all, some 50 persons and government agencies were contacted during the course of the investigation.

College records requested for examination were produced by numerous campus officials within a reasonable time frame, and often within minutes. Employee memos listing files examined by Copley News Service were kept however, and eventually found their way to Berg's desk.

On August 11, Berg addressed a letter to Copley Press Editor and Publisher D. Ray Wilson renewing his demand that all requests for information be routed through his office or the office of college controller Kenneth J. Kolbet.

At the same time, several employees were apparently instructed to issue "no comment" responses to Copley News Service questions.

Questions aimed at them and put to Kolbet were forwarded and traveled a reverse course back to Copley News Service and this newspaper. Other employees who became the subject of the investigation continued to answer questions directly.

In his letter to Wilson, Berg complained that "our normal processes have been disturbed and disrupted for a disproportionately extended period of time" in accommodating news inquiries.

Following that letter by a week, Berg cancelled two interviews and took "some vacation time," his secretary said. He returned to campus Thursday.

Berg's abrupt departure came after he learned of admissions by a campus employee to Copley News Service that records had been deliberately falsified last month in an effort to cover-up cash discovered missing from a safe in the college bookstore.

Berg's vacation also fell in the wake of two promises by the president to produce personal financial records for Copley News Service examination.

The records were never produced.

The investigation has already triggered procedural reforms on campus, including the hiring August 2 of a second garage mechanic and the institution of parts and service record keeping on college vehicles, apparently for the first time, as well as a special audit of some \$36,000 in auto parts purchases last year.

Facts uncovered by Copley News Service led to a second audit which also continues today into the missing bookstore safe cash.

Copley News Service has also learned that COD trustees independently confronted Berg in recent months over administrative spending habits and authorized an outside audit of his and other top administrator's expense accounts.

Board president Ronald L. Miller said those findings and the Copley News Service revelations published this week will provide a framework for placing dollar controls on administrative spending for the first time in the school's 10-year history, and a starting point for the board's own investigation of its management policies and team.





**Garage mechanic**

COD auto mechanic Bernard C. Mudra has refused to discuss his repair operation with Copley News Service. Labor and parts repair on the college's fleet of 36 vehicles averaged more than \$1,928 per vehicle last year.

# Mechanic's wage tops pay for most COD brass

(This is the second in a series of articles exploring administrative spending habits and practices at the College of DuPage.)

By RICK ALM  
Copley News Service

An auto mechanic at the College of DuPage earned more pay last year, \$31,212.84, than did 19 top deans and school executives while running a campus garage operation that cost taxpayers an average \$1,928 per vehicle in annual repairs.

Campus officials are now examining mechanic Bernard C. Mudra's payroll time cards and finance office auto parts purchase records in an effort to learn whether any improprieties exist.

The records search was ordered by college president Rodney K. Berg after Copley News Service questioned the school's \$69,439.63 auto repair tab for the 1977 fiscal year which ended June 30.

A Copley News Service investigation into the garage operation revealed that parts use and service records have not been kept on the college's fleet of 36 vehicles.

The probe also learned that COD administrators, including Berg, have used Mudra's services in the repair of their personal vehicles at the campus garage. (See accompanying story.)

Berg has ordered an internal investigation to verify that the mechanic actually worked the more than 1,000 overtime hours he claimed last year, drawing \$13,478.84 in time-and-a-half wages on top of his regular \$17,736 annual salary.

Mudra, 115 E. Fremont, Elmhurst, was the school's sole mechanic until August 8 when an assistant mechanic was put on the payroll just three weeks after Copley News Service first questioned Berg and others about COD's auto repair operation.

Mudra works a night shift in the garage, usually starting at 1 p.m.

He also teaches extension college auto repair courses evenings on campus. His volunteer teaching assignments have been scheduled this past year on Mondays and Tuesdays, running from 6 and 7 p.m. to

9:15 and 10 p.m.

Mudra's payroll time cards however, often handwritten and not punched on the college time clock, reflect hours when the mechanic was scheduled to teach, a Copley News Service check of several cards revealed.

College officials are now attempting to learn whether Mudra intended to sign off from his garage duties with the handwritten notations, or has been double-charging the college for his time in the classroom.

Complicating the payroll records search



is the fact that several of the mechanic's time cards do not show any time punched out for the day, but claim a specific number of hours for the day, including some days when Mudra had penciled in his teaching hours.

Mudra has taught small parts repair and air conditioning repair at the school regularly since 1974, earning additional pay totaling some \$400 to \$800 per academic quarter.

He has refused to make any comment on his salary or parts purchases to Copley News Service, instead referring all questions to campus operations chief Theodore Zuck, 508 Meadow Wood Drive, Joliet.

Zuck discussed the garage issue with

Copley News Service once in July, but has refused to make further comments until the results of the school's internal examination of records is completed.

College payroll records show Mudra was paid a total \$11,200.34 in 1973, his first and a partial year with COD.

In calendar year 1974 the mechanic earned \$28,325, in 1975 the figure equalled \$33,117.08. Mudra's total pay for the 52 weeks ending in June was \$34,862.96, according to college payroll records.

The 1976-77 fiscal year figure, which includes teaching pay, exceeds by more than \$4,000, Zuck's annual salary for the same year and bests the top level management salaries of 18 other school executives.

Zuck told Copley News Service that he has ordered Mudra and the new mechanic, Randy Wolfram of Wheaton, to regularly sign on and off work with the mechanical time clock.

Prior to the Copley News Service investigation of the garage, Augustine L. Batis, 410 Kipling Court, Wheaton, Mudra's immediate supervisor, Zuck, the department head, payroll office employees and finance office bookkeepers failed to question the incomplete and handwritten entries on Mudra's time cards.

Zuck produced for Copley News Service, copies of two memos he said were drafted by him in March of 1976 and March of 1977 to Berg and college executive vice president Theodore Tilton requesting a day mechanic to assist Mudra.

Zuck said the requests were denied, but then won approval in the wake of Copley News Service questioning.

One of Zuck's requests for help for Mudra was granted however. In February of 1975 the mechanic's son Michael was hired as a parttime mechanic. The younger Mudra eventually drew \$7,190.25 in pay before quitting the position in March of this year.

Auto parts purchases and major repair work sent to specialty shops and garages

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## —Mechanic's wage tops pay

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in the area by Mudra during the 1977 fiscal year totalled \$38,226.79, and exceeded the college's \$35,000 auto repair budget. The figure breaks down to \$22,519.31 for parts and \$15,607.48 for outside repairs that Mudra was unable to perform.

The combined figure in the prior fiscal year totalled \$33,590.92.

Mudra purchased nearly all of COD's repair parts from Wheaton Auto Parts, which sold an additional \$6,000 worth of parts and tools to campus instructors for classroom use.

Wheaton Auto Parts catalog order numbers are now being reviewed by campus purchasing officer Richard Archer, 16W766 Second Ave., Bensenville, to determine whether the hundreds of parts ordered by Mudra during the past 12 months match vehicles in the college fleet.

The aging fleet consists of 11 autos and vans ranging from 1967 to 1976 model years, nine assorted trucks including a surplus U.S. Army Jeep and a 22-year-old fire truck and 16 utility tractors and

motorized sidewalk scooters and three-wheeled delivery carts.

Mudra is also responsible for the repair of motorized hand lawn mowers and some light equipment.

Zuck told Copley News Service that parts use and service records on the college fleet were never kept because he decided "it was the best thing for the man to do" to spend his time repairing vehicles rather than performing paperwork chores.

With the hiring this month of Wolfgram, both mechanics have been ordered to initiate service record keeping on vehicles immediately, Zuck said.

The college's auto repair tab, including Mudra's wages, parts and outside repairs, averaged \$1,922.87 per fleet vehicle in the last fiscal year, according to college records. The figure does not include the cost of fuel or wages paid Mudra's son.

A Standard Oil credit card is issued to persons using college vehicles, and those total fiscal year 1977 charges came to \$14,017.51.

A gas pump on campus contains regular

fuel for older model vehicles. Charges for that fuel are mixed with payments for vehicle registration fees, propane gas and other combustibles purchased by Zuck throughout the year and which totaled \$21,978.22.

College President Berg and the campus police are the only employees with assigned vehicles.

Berg drives a 1975 Pontiac. His previous vehicle, a 1973 Chevrolet sedan, was pressed into general campus service, and is available like the rest of the fleet to campus employees via "motor pool" requests.

Those requests frequently go unmet however, when vehicles are in use or down for repairs.

When that occurs, rental vehicles are routinely obtained for campus personnel or competitive student teams in need of official transportation.

Rental charges from several vendors in the past fiscal year totaled at least \$8,475.77, which includes some autos rented from out-of-town agencies during administrators' business trips.

(TUESDAY: Wining and Dining)



## Berg car repairs questioned

3-29-77

Copley News Service

COD President Rodney K. Berg told Copley News Service that a college mechanic regularly repairs his personal auto in the campus garage, but has insisted there is no impropriety in the arrangement.

Berg said he pays mechanic Bernard C. Mudra, 115 E. Fremont, Elmhurst, by check for the work, which is always performed on the mechanic's own time, Berg added.

The college president said he pays suppliers himself for parts used in the repairs.

When quizzed about the work, Berg twice promised to produce the signed and cancelled checks for Copley News Service examination, but finally late last week said, "Upon the advice of an attorney, I will not show them to you unless you have specific dates" in question.

Mudra was paid more than \$13,400 in overtime wages in the last fiscal year, and has drawn a total \$93,233.23 in regular and overtime pay in the past three years.

Those overtime wages, as well as some \$38,200 worth of auto parts and outside repairs expended on college vehicles under Mudra's authority during the past 12 months, are now the subject of a special college audit of Mudra's garage records.

Berg himself ordered the audit after Copley News Service questioned the level of spending in the campus garage, and the apparent lack of any parts use

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and service recordkeeping on the college's fleet of 20 autos, vans and trucks and 16 utility vehicles.

Copley News Service questioned the repairs done on Berg's auto after receiving complaints from students and former employees that they had frequently observed Berg's auto, as well as other administrator's personal vehicles, parked outside the campus garage — an inconvenient walk from administrative offices.

Berg is assigned a 1975 Pontiac Catalina from the college motor pool, which Mudra is responsible for maintaining. It was his wife's auto that Berg said he also brought to the mechanic.

Campus operations director Theodore Zuck, 508 Meadow Wood Drive, Joliet, said he also has paid Mudra for working on his vehicles.

Zuck, Mudra's department superior, said however, that he paid Mudra in cash "for a tuneup or something like that" occasionally. Zuck added that he would always supply the mechanic with necessary parts for the repairs.

Autos owned by campus center director Ernest E. Gibson, 23W235 Edgewood Court, Glen Ellyn, were also reported at times parked by the garage.

Gibson has refused to discuss with Copley News Service where he has his autos repaired.

Mudra has also refused to discuss any issues related to his garage operation, and has referred all questions to Zuck.

Zuck told Copley News Service that it has been a college practice for years to allow employees personal use of the campus garage, carpentry shop and other facilities when they are not being used.

Zuck and maintenance department chief Augustine L. Batis, 410 Kipling Court, Wheaton, both said parts, supplies and tools in the various workshops are kept locked up when not in use and persons must bring their own materials and small tools.

Only one theft of equipment from any of the shops has been reported since January 1, according to campus security records.

That involved the disappearance of a socket wrench set from the garage over the July 4 weekend.

College purchasing officer Richard Archer, 16W756 Second Ave., Bensenville, was assigned by Berg and Zuck to audit the garage parts purchase records and Mudra's overtime pay history.

Archer told Copley News Service that he does not expect to complete the study for at least several weeks.



COD garage mechanic Randy Wolfram, above, was hired two years after college officials sought an assistant for chief mechanic Bernard C. Mudra, and three weeks after Copley News Service questioned \$13,000 in overtime salary paid to Mudra last year.



# COD execs' lunch tab totals thousands



(This is the third in a series of articles exploring administrative spending habits and practices at the College of DuPage.)

By RICK ALM

Copley News Service

College of DuPage executives are treating each other and others to thousands of dollars worth of "business luncheons" and "staff conferences" regularly at some of the county's most expensive restaurants.

Wining and dining at college expense has become an almost daily routine for top school officials, a Copley News Service investigation has learned.

The meals and banquets have been written off for years by top administrators as working lunches and official entertaining, and have received only perfunctory attention from the elected board of college trustees.

Official's expense accounts however, will be examined for the first time in the Glen Ellyn school's ten-year history later this summer in a special audit ordered by trustees, board president Ronald L. Miller told Copley News Service.

Miller characterized numerous examples of executive's dining habits as

"abuses of college standards" when presented with facts and figures collected by Copley News Service.

Miller admits that the board has never set strict limits on when, where, how often or how much administrators may charge to college expense accounts, but notes that such expenditures are judgments which "have to be in bounds."

College president Rodney K. Berg, who oversees the education plant and tops the list of expense account spenders, defends administrative lunching, especially with fellow employees, as "a small price to pay for the results achieved...the cohesion of staff and chance for evaluation."

The board-ordered special audit will delve into several areas of expense spending, including travel, but will focus on tens of thousands of dollars worth of food and liquor purchased for official consumption. The audit is expected to result in firm spending guidelines to be issued by the board.

Practices uncovered in college records included:

—frequent executive lunches and dinners at restaurants across the county attended by a shifting cast of administrators, staffers and VIP guests, eight of whom carry college-issued credit cards;

—hosting of day- and days-long conferences, seminars and overnight retreats for faculty and administrators at hotels and resorts in the region;

—similar and smaller conferences and meetings scheduled off-campus regularly in rented motel banquet rooms while similar on-campus facilities go unused;

—official entertaining and receptions at Berg's Winfield home and on-campus catered by college employees with groceries bought at retail prices and with liquor mixed and served by moonlighting employees drawing college overtime pay.

COD's \$13.9 million operating budget last year expended \$120,613, or .8 per cent on official travel, conference and meeting expenses for the school's family of 535 full-time faculty and administrative staff.

Full-time staff also spend another undetermined percentage, but at least \$28,000, in other budget categories, which include student athletic travel and the president's special "employee devel-

rather than personal expense accounts.

Comparable spending figures at other two-year colleges in the area indicate COD expense spending runs at or slightly above par. Differences in bookkeeping procedures may not include student travel expenses, other college officials noted.

Elgin Community College reports 175 full-time employees combined for \$57,320, or 1.2 per cent of the school's \$4.9 million operations budget.

Waubesa Community College, Sugar Grove, furnished figures showing 155 staffers expending \$6,300, or .2 per cent in expenses in a \$4 million operations budget.

Joliet Junior College's \$9.2 million operations kitty allowed \$99,235 in expenses, or 1 per cent of the budget, for 335 full-time staffers.

Thornton Community College in South Holland reported 170 full timers spending \$60,418 or .8 per cent of a \$7.4 million operations budget.

Expense spending at the College of DuPage centers around eating, and COD officials, if records are any barometer, conduct a great deal of college business at the dining table.

Berg emerges as the campus expense account leader, charging \$5,925.91 on the college's American Express account last year, mostly for locally consumed meals, and claiming another \$1,992.88 in reimbursable out-of-pocket expenses.

The COD American Express card is a familiar item in several of the county's top restaurants.

Berg was issued his seven years ago. Two top officials, planning chief Robert L. Seaton and occupational programs dean William T. Gooch were added to the list two years later.

Five administrators have since been put on the account which is billed directly to the college. The five are D. Richard

Petrizzo, college board secretary, public relations chief Michael Potts, controller Kenneth J. Kolbet, Berg assistant Ronald Lemme, and executive vice president Theodore Tilton.

The seven administrators marked up \$6,921.38 in credit card expenses last year, about \$1,000 more than the amount charged by Berg alone.

Many of the meals charged by the seven



RODNEY K. BERG



THEODORE ZUCK

Included Berg as their guest, according to records, while Berg often hosted one or more of the seven when his card was used to sign for the luncheon tab.

Kolbet told Copley News Service that he signs for meals about half the time when he lunches on business with the president or other college personnel.

During a four-month period last year, July 2 through October 25, Berg made at least 40 trips — as host — to local restaurants. The list includes 24 trips to

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## — COD execs' lunch tab up

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Steak & Ale Pub in Lombard, three to Stouffers in Oak Brook, twice to Fond de la Tour in Oak Brook, and once each to the Viking in Winfield, the Twin Door Supper Club in Geneva and Sharkos' in Villa Park.

In the 1976 fiscal year Berg's expense sheets showed \$4,406.97 charged to the college and \$3,122.74 made in cash reimbursements and advances.

The expense account figures do not include the cost of air fare for trips, but include out-of-town meals, lodging and some rented car costs.

Two other administrators, campus center director Ernest E. Gibson and campus operations chief Theodore Zuck, account for the second and third highest spending records last year.

Neither is issued a college credit card, but both men utilized their personal American Express accounts in claiming a combined \$3,289.19 in college-related expenses, splitting cash reimbursements nearly even at \$4,222.14 for Zuck and \$4,067.05 for Gibson.

Zuck, 508 Meadow Wood Drive, Joliet, logged the bulk of his expenses in local mileage claims and local meals, but also claimed numerous business trips to Springfield and Chicago's Loop, according to finance office records.

Zuck's 1975-76 fiscal year expense tab totaled \$4,286.49.

Gibson's sheets for the 1977 fiscal year include some \$1,568.43 in cash reimbursements made to the Glen Ellyn resident for "foodstuffs" purchased at retail prices in local grocery stores for college affairs, according to his expense claims.

Gibson, 23W235 Edgewood Court, is usually called on to supply the food and liquor when Berg hosts a reception or special meeting.

The campus center director's sheets also reveal trips to local restaurants with his staff and fellow administrators, including at least 12 trips as host last fall and winter when he averaged better than one "staff conference" per week over a 10-week period, at Arley's three times, Fond de la Tour twice, the Brass Rail in Lombard

twice, and once each at The Three Oaks in Oak Brook; Victoria Station, Villa Park; The Spinnaker, Lombard; the Fyfe N' Drum, Aurora and the Viking.

During the previous fiscal year Gibson claimed \$4,101.06 in expenses, including at least \$308.96 for "foodstuffs."

The figures, and the names of restaurants frequented by top staffers sits uneasily with Miller.

Board members are sometimes listed as guests on expense sheets, when guests are listed, but Miller expressed surprise at the names of several eating spots visited by staffers, exclaiming at one point during an interview, "They've eaten lunch at Fond de la Tour?"

According to Berg, "The luncheon meeting is a highly satisfactory way of doing things — and getting away from the phone," he told Copley News Service.

Berg said that meeting with staffers across the expanse of his desk is "highly threatening to them."

He said, "The luncheon meeting, for value received is a proper expenditure...and it certainly sets a different tone than a bean sandwich in the president's office."

"It's a management style of mine," Gibson explained. "When I take their (his employees') lunch hour (for business) it should be paid for."

Zuck said that his luncheon encounters with buildings and grounds employees, other executives and persons doing business with the school are "often continuations of meetings or the start of meetings" finished on campus later.

He said "college philosophy has always" permitted staff luncheons and noted that no one has ever questioned his expenditures as excessive or unnecessary.

Berg, Zuck and Gibson each note that some routine staff conferences are held on campus, utilizing the school cafeteria's daily menu, or frequently a special menu arranged in advance with cafe manager Jeffery Spiroff, 680 N. Howard St., Elmhurst.

In fact, several campus meeting room requisition forms which also request food

service, simply note "food to be arranged with Jeff." Spiroff later receives a budget transfer moving college funds from one account into his to pay for the edibles served to administrators.

Records as to what Spiroff served, to whom and where the groceries came from are spotty however.

No consolidated reports are made on official's food requisitioning habits or totals, Spiroff said.

Like Gibson, Spiroff's expense sheets unfold to show trips to local grocery stores for supplies which were not ordered from regular college food vendor sources — at a discount.

The cash transfers into Spiroff's cafe account range from as little as \$5 for a coffee and rolls breakfast conference, up to \$1,192.32 for a full-fledged banquet hosted by Berg this winter for a COD volunteer citizens group.

More routine are \$15 to \$30 transfers for lunches served by cafeteria workers to a handful of administrators at a time in the "Park Farmhouse" or specially-decorated Room 127 in the administration building.

Room 127 is set aside for teaching uses, but is also available for on-campus meetings and working meal sessions and seminars.

The Park Farmhouse, a one-time residence along Park Boulevard, was also converted to use for meetings with and without meal accommodations, but is apparently not used to capacity, at least when COD administrators are hungry.

Records are periodically discarded, but campus rooms reservation coordinator Jan Gilbert produced files from January, 1977 through mid-May which showed only five administrative meal-conferences scheduled anywhere on campus.

During that period campus executives were averaging \$1,070-a-month American Express tabs for a variety of meetings in and out of the school district, and logging anywhere from zero to 10 monthly trips, as host, to local restaurants to conduct the college's business.

(WEDNESDAY: Banquets, seminars and special parties)

## 3-31-77 Liquor permit for wine use bent by COD

Copley News Service

Governed by state statutes, COD is immune to local ordinances and codes, including the authority vested in the Glen Ellyn village president as village liquor control commissioner.

When college officials sought to serve alcoholic beverages at an affair last

winter, the Illinois Liquor Control Commission granted the request, but under terms which it appears college officials violated.

College president Rodney K. Berg hosted the presidents of Illinois' 39 community college's December 10, (Continued on page two)

## Liquor permit

(Continued from page one)

when COD's turn to host the Illinois Council of Presidents came around.

A request in writing by college attorney Lawrence H. Slutzky, Chicago, to then ILCC Director Thomas J. Murphy dated Nov. 10, 1976, requested "a liquor license for this one day event."

Slutzky's letter stated, "At this dinner the College desires to serve wine with the meal." No other reference to liquor specifics was included in the letter.

The request was granted by Murphy "as per the above," in a scrawled notation at the bottom of Slutzky's letter which was returned to the attor-

ney. The procedure is routine according to ILCC officials.

The meal with wine however, turned out to be a meal with an open bar set up in the college library.

The student newspaper questioned the event in its Jan. 6, 1977 edition, and two months later blasted Berg for failing to respond to the editorial criticism.

Joseph Gilbert, 614 N. Main St., Glen Ellyn, a campus employee at the time, told Copley News Service he watched as at least two top administrators delivered bottles of hard liquor to the makeshift bar.

College board of trustees secretary D. Richard Petrizzo, 117 N. Garfield,

Hinsdale, one of those at the dinner, confirmed that mixed drinks were served, but said that he believed "the spirit of the one-day license" granted by Murphy permitted a liberal interpretation.

Murphy is no longer with the commission and the current director said he knows nothing about the affair and preferred not to comment.

At least one campus employee, purchasing officer Richard Archer, 16W766 Second Ave., Bensenville, worked the dinner as a bartender, drawing \$170.43 in college overtime pay for his efforts that night and at a second college-sponsored affair two evenings later.

### Copley News Service

Summarized below is total College of DuPage spending for the 1976-77 fiscal year. The figures are taken from unaudited college records, and are compared with the previous year's spending record by budget category.

PURPOSE	1975-76	1976-77
Salaries (all)	11,003,601	11,457,019
Administrative	(890,889)	(1,337,423)
Professional	(810,332)	(709,672)
Full-time instruction	(3,784,873)	(3,953,140)
Part-time instruction	(2,159,634)	(2,007,574)
Substitutes	(20,512)	(14,933)

Office	(1,143,407)	(1,160,483)
Service	(1,705,831)	(1,844,881)
Student	(333,701)	(343,199)
Other	(34,819)	(85,408)
Employee Benefits	417,331	476,583
Contract Services	506,177	571,592
Mtgs./Supplies	1,942,378	2,019,421
Conference/Travel	303,180	362,960
Fixed Costs	2,217,358	2,870,090
Utilities	599,322	641,029
Capital Outlay	1,341,975	2,187,683
Other	593,821	1,019,907
TOTAL	18,928,153	21,607,197



## 9-36-77 COD costs rising

Copley News Service

The typical owner of a \$50,000 home in the College of DuPage taxing district can expect to pay a \$1,113 property tax bill this year.

Of that amount, \$32.15 will represent taxes levied by the Glen Ellyn two-year college.

Until this year COD ranked as one of the lightest educational touches on taxpayer's pocketbooks in the state.

According to 1975-76 academic year figures compiled by the Illinois Community College Board, COD levied at the lowest operations rate, 11 cents, and at the second lowest total rate (including building bonds), 16 cents, among the 37 JCCB districts.

Faced with a deficit approaching \$1 million last winter, COD turned to voters for the fifth time seeking a hike in the education operations rate, this time to 17.5 cents from eight, and on Nov. 17, 1976 finally won a hike.

The college's board of trustees have pledged to gradually ease the levy upward, at no more than three cents per year. But even at the current taxing level, 19.29 cents per \$100 assessed property value, COD still ranks in the lower one-fourth among all state two-year colleges.

While the COD tax rate is in the lowest echelon statewide, the more than 8,800 full-time students on campus can complain that tuition and fees charged them are among the highest in the state.

Total student charges during the 1975-76 school year at COD totaled \$13.50  
(Continued on page four)

## —COD costs rising

(Continued from page one)

per credit hour, seventh highest in the state, with the annual total ranking the school in the fourth highest slot at \$480, according to ICCB reports.

(Actual tuition and fee costs per hour at COD totals \$11.50, but ICCB calculations boost it upward by \$2 per hour in a formula which equalizes factors statewide.)

The \$480 figure must be weighed by students at the College of DuPage against the fact that the school boasts the state's third largest faculty, equating more course offerings.

In terms of percentages of school operating fund sources, COD's 1975-76 income from local taxes fell below the statewide average by 29.2 to 36.8 per cent of the total COD budget.

COD student tuition and fees collections exceed other Illinois community colleges reliance on that source of funds however, by 31.5 to 18.1 per cent.

COD received less state and federal education aid than did other schools in the 1975-76 year, by 40.1 to 43 per cent.

Miscellaneous revenues balance the income categories at 100 per cent.

COD has steadily decreased its re-

liance on the property tax, according to figures released by the school finance office. In 1971 the tax per cent figure of the operations budget stood at 36.1 per cent, dropping to 27.2 per cent in the fiscal year with ended June 30, 1977.

In contrast, student fees gradually rose during the same period, along with enrollment, from 29.4 per cent of the budget to the June 30, 1977 figure of 31.5 per cent. Tuition and fees were set at \$5.50 in 1967 and now stand at \$11.80 per credit hour.

Government assistance from Springfield and Washington continued to climb during the six-year period 1971-76, from 33.3 to 40.1 per cent.

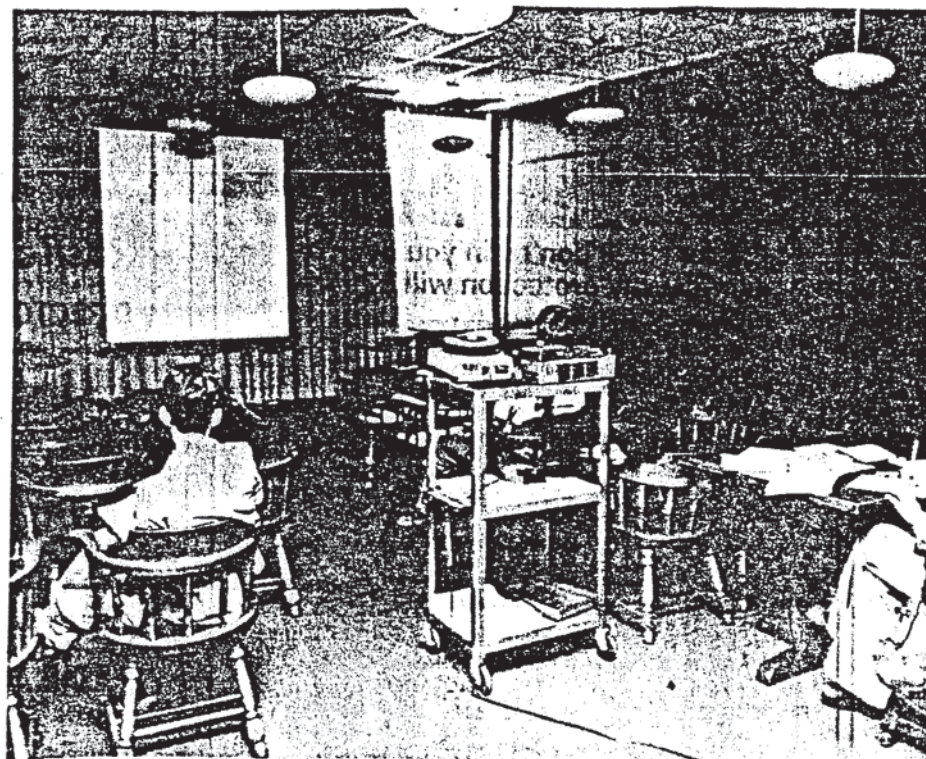
A barometer of college expense growth is reflected in the operations cost per student, which COD officials have calculated regularly at above the statewide average; \$1,503 per student at COD to \$1,442 statewide in 1971, growing to \$1,570 at COD to \$1,531 statewide in 1974-75, the latest year state figures are available.

The 1976-77 figure at COD has been tentatively calculated at \$1,508, a \$10 drop from the previous year and the fourth straight year in a row the per student operations cost has dipped.



Room K-127 (below) in the College of DuPage administration building and the "Park Farmhouse," (above, left) a converted residence on campus, have been restyled into meeting rooms for school executive's working lunches and other affairs, but are apparently not being used to capacity as school officials spend thousands of dollars annually at local restaurants while on official business.

D-J Photos by Kevin Horan





## COD expenses 1976-77

### Copley News Service

Outlined below is a summary comparison chart of travel, meeting and conference expenses logged by all College of DuPage departments in the 1976-77 fiscal year which ended June 30.

The figures were taken from unaudited 1977 finance office records. The COD education and operations budget has grown from \$10.2 million in 1973 to fiscal 1978's \$15.3 million figure. Another \$10 million will be spent in the current year under other budget categories, bringing current college operations costs to \$25.8 million.

Travel and meeting expenses are undergoing extra scrutiny by college auditors this year, at the request of college trustees who have questioned administrative expenses in the wake of a Copley News Service investigation.

The budget categories outlined below do not fully explain classes of college employees who use the funds, since shifting combinations of meeting attendees and travelers often result in charges to varying expense accounts for bookkeeping purposes.

Further confusing the use of travel and conference funds are the sub-categories found in many accounts, which include "general institutional, institutional, student services or general administrative" purposes.

One of the largest single accumulations of travel and conference expense funds is concentrated under two employee "development" accounts controlled by college president Rodney K. Berg.

The two funds, divided for "staff" and "administrative" personnel categories, spent a combined \$28,931.89 in the 1977 fiscal year, and are included under the "restricted purposes" category below.

Restricted purpose funds are earmarked monies collected from other than property tax sources, such as tuition and student fees or grants, and finance projects and college operations not provided for in the regular budget.

Education travel funds include student athletic and other competitive and education travel. Some student expenses however, such as student government, fall under the auxiliary enterprises purposes account.

Auxiliary enterprises expenses include travel and meeting costs logged by personnel in the campus cafeteria, bookstore, student center, data processing and child development departments.

Total college conference and travel expenses equalled \$362,960.01 last year. The breakdown by fund is as follows:

Education Fund: \$117,206.33.

Building and Maintenance Fund: \$3,406.72.

Auxiliary Enterprises: \$114,084.99.

Restricted Purposes: \$125,572.42.

Grant Programs: \$2,689.55.

NAME	76-77 Total	AmExCo Card Issued?	Tel. Credit Card?
Rodney Berg, COD President	7,918.79	Yes	Yes
T. Zuck, Operations	4,222.14	No	Yes
E. Gibson, Campus Center	4,067.05	No	No
T. Tilton, COD V.P.	3,021.44	Yes	Yes
R. Petrizzo, Bd. Secretary	2,158.64	Yes	Yes
R. Lemme, Pres. Asst.	1,942.65	Yes	Yes
A. Allison, Bookstore	1,278.42	No	No
M. Potts, Pub. Rel.	1,122.18	Yes	No
K. Kolbet, Controller	1,019.03	Yes	Yes
R. Archer, Purchasing	857.57	No	No
W. Gooch, Dean	516.33	Yes	No
R. Seaton, Dir., Planning	394.76	Yes	No



Wednesday, August 31, 1977

## Entertaining, 'retreats' add to COD spending tab



(This is the fourth in a series of articles exploring administrative spending habits and practices at the College of DuPage.)

By RICK ALM

Copley News Service

Executive lunching at the College of DuPage is costing thousands of dollars annually for individual administrator's noontime restaurant conferences with each other and other college guests.

But when top administrators and faculty hold their annual "retreat" off campus, the cost has run into thousands for a weekend.

Likewise, "special parties" hosted by college president Rodney K. Berg at his Winfield home, 27W580 Washington, have seen hundreds of the Glen Ellyn school's dollars spent renting china and silver serving pieces for backyard pool patio gatherings, and thousands more on retail-priced food and liquor.

The costliest case in point uncovered in a Copley News Service investigation of college spending records saw 24 school

executives, some accompanied by spouses, convene at the Chateau Louise resort in Dundee for three days in June 1976.

The final tab came to \$4,644.86.

Twenty-three of the administrators and top faculty spokesmen lodged in \$32, \$38 and \$42 rooms, while Berg stayed the two nights in a \$72-a-night suite, according to resort vouchers filed with the college business office for payment.

Fourteen of those in attendance reimbursed COD for personal expenses incurred. Combined personal tabs however,



RODNEY K. BERG

totalled \$584.16, which included spouses' room and food costs in some cases. Separate payments ranged from \$12 in one case, up to \$38.76 from history instructor Carter D. Carroll, who accounted for nearly half of all the reimbursements

made to the college for the three-day affair.

Berg told Copley News Service that a decision has been made to hold this year's administrative fall retreat on campus with food supplied by the college cafeteria.

That decision came in the apparent wake of college board of trustee's questioning of expense spending at the school in the midst of the Copley News Service examination of college finance records.

Board president Ronald L. Miller said the board has called for a special audit of expense account records with an eye toward setting spending policies and limits.

Berg said that the faculty retreats will again be scheduled off-campus this fall.

Berg defends the school's spending record on retreats and other conferences as "necessary" activities which give employees, especially at the fall retreats, an opportunity for "inspirational...renewal, regrouping and getting going" in the new school year.

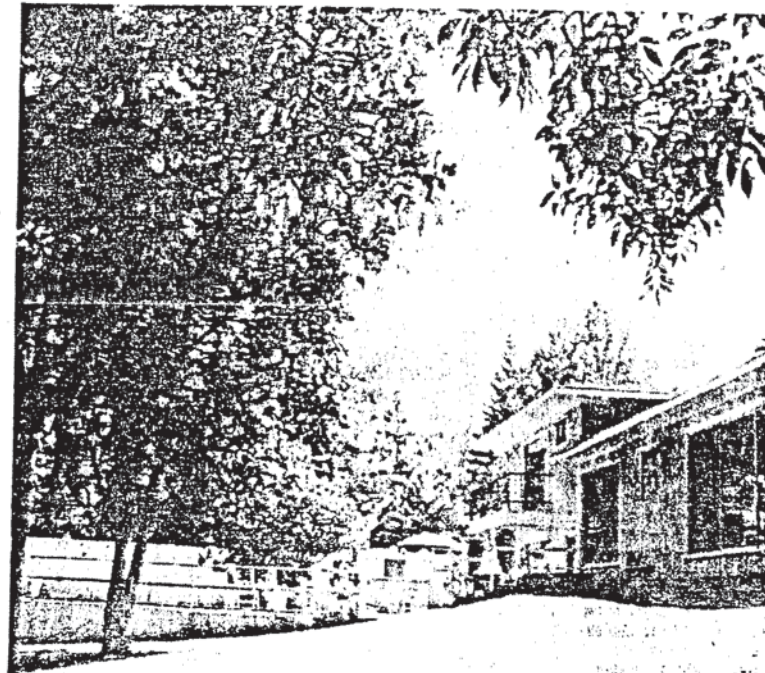
He said the retreats represent "three intensive days of management training and planning for top staff people."

Miller attended portions of one such affair last year at the Pheasant Run resort on North Avenue at the western edge of DuPage County. Miller reported that attendees worked hard at various meetings, and concluded that the affairs "are a legitimate expense."

But Miller added that "the cost, what is picked up by the college, is a legitimate question."

"What we are trying to do is a reasonable thing," Miller told Copley News

(Continued on page two)



COD president Rodney K. Berg's Winfield home has been the scene of numerous receptions and other official entertaining

hosted by the college, and catered by employees serving retail-priced food and to guests.



# Entertaining, 'retreats' add to COD spending tab

(Continued from page one)

Service. "But we may have to look at controls," he said after learning a year later, the price tag on the "working sessions."

He said the special audit will assist in the board in pinpointing "excessive" areas of spending which can be cut back.

But board controls on administrative spending may be awkward to impose, Miller cautioned. "It's a classic problem," the University of Illinois associate professor of management said. "When do we (the board) intervene?"

Such an incursion by the board, Miller said, would lead to "some point when we don't have a president running things any more, but we can't avoid our ultimate responsibility either."

Spending approved by Berg for faculty retreats in the 1975-76 fiscal year, in addition to the administrative retreat at Chateau LaSalle, included:

- Kappa College COD's business school faculty at the Glen Ellyn Holiday Inn in September, 1976, incurring a \$1,390.92 tab, including a bar bill for \$281.90;

- Yei College (human services) faculty at the Arlington Park Hilton, where 35 instructors in the same month spent the night and \$1,532.06;

- Delta College (physical sciences) faculty at Busca's Nordic Hills Country Club, where 42 participants billed COD for \$1,204.47, including a bar tab for \$159.80.

The major retreats, and dozens of routine business conferences throughout the year in rented motel banquet and meeting rooms are often charged to two employee "development" funds controlled solely by Berg.

The two funds, which contained \$139,022.88 in the school's 1976-77 budget, are financed by a one-time \$5 matriculation (enrollment) fee paid by students. The development accounts provide funds for a number of special projects in addition to staff seminars, and expended a total \$72,786.14 last year.

Berg draws a distinction between taxpayer's money and the \$5 fees however.

He told Copley News Service that the spending this year of a few thousand dollars just on liquor at official meals and conferences would and should "not normally be a part of operations" expenses under the tax-funded portion of COD's \$20 million operations budget.

Berg said the expenditure of matriculation monies for liquor should likewise be a matter of concern to taxpayers because "the sources of the funds" are not

taxpayer's money, but the \$5 fees

can be and sometimes are reallocated to property tax-supported college budget accounts more closely aligned with education that come up short during the year.

The interchangeability of the funds are of more concern to Miller and the board who must answer to taxpayers for the school's education tax rate which increased this year.

In the fiscal year which ended June 30, 1977, several spending examples reveal the pattern of development fund expenditures.

Berg hosted a faculty orientation at the Glen Ellyn Holiday Inn in September last year for an undetermined number of guests at a total cost of \$556.01.

Two months later 31 persons, including Illinois Community College board auditors, were taken to the same spot for an apparently modest meal which averaged \$6.61 per diner.

A May gathering at the Oakbrook Hyatt House however, treated Berg, campus consultant Samuel B. Gould and 40 others to food and drinks which averaged \$19.42 per person.

The bill for that "Century III" workshop on COD's role in the community beyond the year 2000 totalled \$35.35, including a \$221.48 bar tab.

Earlier in the year Berg held another Century III session which in January tapped the development account for \$185.34, including a \$29.80 tab for liquor.

A three-day summer conference at the Glen Ellyn Holiday Inn in late July, 1976, was noted as an "administrative conference" on expense forms. During the affair, according to motel receipts, 32, 42 and 36 persons were fed and served drinks, and at least one room was rented, for a total cost of \$877.30.

In the prior fiscal year's budget, similar off campus seminars appear.

Seventeen "individual learning task force conference" participants stayed overnight April 8, 1976 at the Nordic Hills club, billing the session to the school to the tune of \$719.25.

Berg met with campus consultants March 8, 1976 in the Sears Tower's 68th floor Metropolitan Club. Eight persons at the luncheon meeting cost COD \$106.41.

Four days earlier, Berg and consultants hired as part of the school's "self study project" closeted themselves at Nordic Hills overnight, running up \$388.51 in expenses.

Berg was apparently unable to attend at the Parthenon Restaurant on Halsted Street in Chicago Sept. 18, 1976, but picked up the \$371 lunch tab for 40 faculty members as part of his staff development fund.

Other administrators operating under their budget authority have arranged off-

campus staff development conferences of their own, adding to COD's restaurant bill.

A spot check of a few such conferences showed campus finance controller Kenneth J. Kolbet, 29 Oriole Court, Naperville, and his office staff at the Viking Restaurant in Winfield on Dec. 16, 1976.

Kolbet said the \$114.29 staff conference was "coupled with a staff appreciation luncheon," but one staffer in attendance confided to Copley News Service that the gathering was an ordinary Christmas Party taken at taxpayer's expense.

The same employee said such luncheons are common practice to celebrate administrator's birthdays or other occasions, and are disguised as "administrative development" or "staff conference" functions.

Other receipts which surfaced in the spot check included one collected by campus center director Ernest E. Gibson, 23W235 Edgewood Court, Glen Ellyn, who hosted his campus cafeteria staff to a \$125 restaurant outing, apparently to discuss cafeteria food and policies.

Gibson plays a larger role in the hosting of presidential receptions at Berg's home and on campus.

Berg estimates that he hosts less than a dozen such affairs at his home each year, although the number was much higher in earlier days when the fledgling community college was struggling for recognition, he said.

Berg's parties, though he takes offense at the description, are sometimes labeled "president's dinner" on campus requisition forms. But the forms usually define some education-related purpose for the affair, such as hosting the college board of trustees, other college's VIPs, community organizations, selected deans and faculty or student groups.

Some of the official receptions, "entertaining expected of the president," are held on campus, Berg said. But at least as often, Berg said he instructs Gibson to "confer with my wife" about the menu to be served at his home.

Berg disclaims any further knowledge of advance arrangements for the affairs.

The college deans were hosted by the Bergs' last September, when food and drinks consumed totalled \$249.47, according to records.

Groceries for the dean's affair, and many others however, were not supplied from the college cafeteria's food shelves. Receipts for that amount from a local Jewel food store were eventually submitted by Gibson for cash reimbursement.

Berg's guests, on campus or off, are almost exclusively served food bought at retail prices by Gibson and sometimes cafeteria manager Jeffery Spiroff, 680 N. Howard St., Elmhurst.

Gibson offers few menu details, but when quizzed about the retail food purchases said, "It's a judgement thing -- we may want a better cut of meat, high powered foodstuffs" for the special affairs.

Gibson and purchasing officer Richard Archer, 16W766 Second Ave., Bensenville, both explain that cafe food lockers are too small to store quantities of food that would not normally be used on the "line," such as hors d'oeuvres.

Archer added that the college's meat suppliers balk at delivering small orders of steaks or other items at college discount prices.

Archer however, said he has not sought out other food purveyors who might be willing to supply the special orders at a discount. "Sales people generally approach this office several times a year," Archer said, making it unnecessary for him to recruit new suppliers.

Menus or reports of food and drinks served at the special affairs are not kept, according to Spiroff, making confirmation of the amounts of food used impossible to determine, whether lower prices were available elsewhere, and finally to learn how leftover steaks, cakes and liquor were later used.

A few of the \$1,588.43 worth of register receipts for "foodstuffs" submitted by Gibson during the past 12 months carry no explanatory notations. At least one receipt, for \$58.35, has clearly been snipped with scissors, removing the top portion where a store's name and date of purchase would be printed.

Gibson told Copley News Service that he does not recall ever altering a register

receipt submitted by him as a college expense for food, liquor or any other item.

Other expenses stemming from Berg's official entertaining include overtime pay collected by Archer for working the affairs as a bartender.

The purchasing director was paid \$566.32 during the 1977 fiscal year for working college functions in September, 1976, two in December and one each in January and February.

"If need be," Archer said, he helps out behind the bar, which indicates other persons are also drawing college pay for mixing drinks. A former cafeteria employee, Archer said he also performs dishwashing and food preparation chores.

He did not name other bartenders.

Archer drew \$63 in overtime the previous fiscal year and \$79.94 the year before, all of it charged as a temporary employee against the campus cafeteria's perennially red-ink budget.

In a miscellaneous category, development fund expenses reveal rentals totaling \$249.50 from the Wheaton Rental Center for china and silver serving pieces that went toward setting the Berg's table at parties in July, September and October last year.

During an interview session, Berg recalled that the items were probably "ordinary utensils," but receipts showed the items to include silver punch bowls and chafing dishes, china snack sets and table candelabras.

Floral touches added to Berg's entertaining last year included the president's wife Marie's claim for an \$8.03 reimbursement for a centerpiece she purchased for a December affair, and \$6.44 reimbursed

to Spiroff for supplying Mrs. Berg with a dozen K-Mart vases for her annual September tea party.

At least another \$144.50 was spent on one visit to a Glen Ellyn florist shop last year and charged to the development account, despite the practice by COD horticulture department students and faculty who routinely make up table pieces and other floral arrangements at cost for college functions.

Berg in fact told Copley News Service that he thought the horticulture department had supplied the flowers for affairs at his residence for at least the past year.

Berg has candidly admitted to Copley News Service that he may be "probably the most expensive president in the Illinois Community College system."

"But," Berg added, "I operate in a high rent district with high rent people."

The president pointed out that college trustees have never called him to task for his spending habits.

At least not until now.

Early on during the Copley News Service investigation of college spending, Miller said that "Dr. Berg is paid to entertain."

When confronted later with details on expense account lunches, dinners and special affairs totalling tens of thousands of dollars, Miller said "these are judgement matters" properly in the hands of Berg and his top aides.

"But those judgements have to be in bounds," Miller said, and "reasonable," promising the special outside audit of expense records and board-imposed "controls."

(THURSDAY: Inventory problems)



Thursday, September 1, 1977



(This is the fifth and last in a series of articles exploring administrative spending habits and practices at the College of DuPage.)

By RICK ALM  
Copley News Service  
Inventory control systems, and the lack of them, at the College of DuPage, permit widespread opportunities for theft, a Copley News Service investigation has learned.

An examination of sales procedures in the college bookstore and record keeping in other departments found that the flow of hundreds of thousands of dollars worth of maintenance supplies, food and bookstore merchandise cannot be traced as it travels through the college system and is used, consumed, sold or stolen.

When the Glen Ellyn college's books were audited at the close of the 1975-76 fiscal year, auditors from the Chicago firm Ernst & Ernst were critical of inventory record keeping, especially in the campus cafeteria.

"We believe that periodic physical inspection of valuable and easily portable equipment by an employee not responsible for the purchase or direct custodianship of the assets would further strengthen internal control..." the auditors wrote in their final report.

## COD inventory:

Ernst & Ernst has also called for a campus-wide inventory of every capital item owned by COD, a task never before performed in the school's 10-year history, but under way now.

The Copley News Service examination of current inventory policies and procedures revealed that food, auto parts, bookstore and general supplies inventories, when kept, are still being taken by department managers "responsible for the purchase or direct custodianship."

The records search and questioning of campus employees and officials uncovered a string of isolated incidents, all of which point back to apparent flaws in the system.

In some cases, college president Rodney K. Berg has been quick to plug gaps in the system, for example ordering the immediate implementation of parts and service record keeping on the college's fleet of vehicles in response to Copley News Service questions.

Special audits of auto parts purchases have also been ordered.

In the bookstore, an audit of a special cash fund has been made, and related inventory controls on textbooks are expected to be imposed by the college board of trustees this year, in reaction to an apparent fraud uncovered by Copley News Service which involved some \$500 in missing cash.

The issue of thefts by students has been confronted head on by Berg in recent years, and controls have been installed where suspected student thefts were the heaviest, in the campus library and cafeteria.

An electronic system now alerts librarians when an unauthorized book, record or

tape is passing out the door. In the cafe, a guard rail maze has replaced the old "scramble system" checkout which was faster, but permitted uncontrolled access to food for sale.

But in the area of potential employee thefts from supply shelves, Berg speculates that it may be cheaper in the long run to tolerate some level of pilferage rather than install costly controls or hire expensive guards.

That thesis, however, can not be proved right or wrong unless accurate inventories are maintained and the level of loss revealed.

College security records for 1976 record 30 reported thefts of college property, amounting to some \$4,200 in value.

Security chief Elmer R. Rosin said none of the incidents involved calculated employee thefts, and said he could recall no investigation in eight years when any employee department has been probed for theft.

### PAID IN FULL, LATER

Bookstore employee Larry D. Capps, 21W270 Walnut Road, Glen Ellyn, recounted an incident to Copley News Service which showed that at least on one occasion merchandise was permitted to leave the store unpaid for.

Capps said campus center director Ernest E. Gibson's daughter appeared in the store one day this winter and selected a \$37.95 Timex watch for her birthday present.

On the phone later with Gibson, who oversees the bookstore and cafeteria operations, Capps said it was arranged that he would deliver the watch to Gibson in Gibson's office.

Gibson confirmed the episode to Copley News Service, and said he walked over to the store later in the day and recalled paying either Allison or store manager Cherokee A. Sieber for the timepiece.

### SPECIAL ORDERS

Special order catalog sales on electronic gear, calculators and other home and office items are available to college staffers at a 10 per cent discount through the campus bookstore.

Bookstore director Allan H. Allison, 430 Walnut Creek Lane, Lisle, explains however, that his bookkeeping system on special order merchandise, when tied to the lack of any running inventory in the store, makes it often impossible to trace whether any special order items, and possibly any item in the store, was ever paid for.

For example, Copley News Service attempted to follow a Panasonic stereo hi-fi and radio through the COD special order process.

The machine was ordered by the bookstore in response to a customer order and was delivered on May 11 this year. The supplier sent an invoice for \$189.83 to the college finance office for payment. The bookstore account was debited that amount by the finance office, which then sent the supplier a check for the machine.

But finance office records stop there, and once the sale is completed to the customer, bookstore records also fail to verify whether the stereo was paid for or who bought it, Allison confirmed.

Valued at \$269.95, the bookstore should have sold the machine at discount for \$242.96.

## Loose record keeping permits opportunity for supply thefts

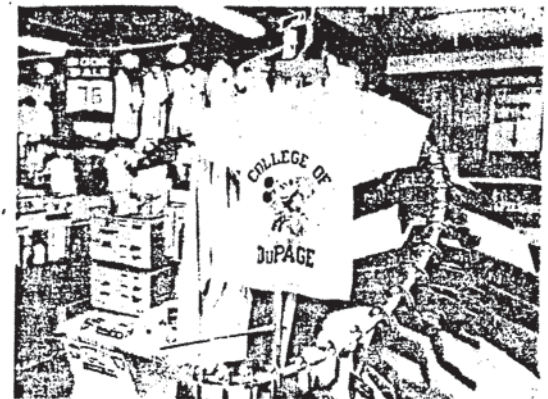
But Allison explained that special order customers normally make an advance payment at the time of order, and pay the balance when the item is delivered. Both partial payments are rung on the store's cash register.

Handwritten special order sales receipts recording the customer's name are made in duplicate, Allison said, but both copies eventually wind up in his customer's hands when the first copy is used to receipt the

advance payment, while the second is later given away marked "paid in full."

Cash register tapes turned in to the finance office daily do record the two partial payments, but in the case of the stereo or any similar purchase cannot be traced without difficulty since Allison has given his customer his only record of the days on which the advance and final payments were made, and what they

(Continued on page two)



The College of DuPage bookstore sells more than textbooks across its counters every day. But running inventories on clothing, records, watches, calculators and other office and school supplies are not kept, and tracing whether bookstore merchandise was eventually paid for is not possible under the store's record keeping system.



# Loose record keeping permits opportunity for supply thefts



(Continued from page one)  
individually totaled.

## OPEN ACCOUNT

The college does hundreds of thousands of dollars worth of business with local merchants of many goods each year.

At several local stores, open charge accounts have been set up so that employees can order and pick up needed items in a hurry.

In one case, involving the student government's purchase of a coffee-maker this summer, student body president Joseph Bates said he was able to walk into Soukup's Hardware Store, 419 N. Main St., Glen Ellyn, and charge a \$39.95 machine to the college without producing identification linking him to the college; he told Copley News Service.

A purchase by a bogus "employee" who understood the system would eventually be discovered by finance office workers, but by then it would be too late, said Gilbert, who suggested a college ID card system be used in the future.

## FOOD SERVICE

Cafeteria inventories are taken monthly, according to manager Jeffery Spiroff, 680 N. Howard St., Elmhurst, who said he keeps day-to-day supply needs in his head, ordering perishables and other items when shelf stocks run low.

The monthly tabulations are compiled by Spiroff and his staff and are translated

into purchase orders for large quantity replenishment.

Those figures however, do not reflect the amount of food served or used daily, or for any given period, he said. They also do not reflect how leftovers were put to use, making any study of daily, weekly or monthly food wastage or loss impossible.

Spiroff said he relies on general trends, the season and other factors to determine how much food should be prepared daily. Students pay no fees to the campus center cafeteria and visit it as they would any restaurant.

The nearly quarter-of-a-million dollar food service operation has been a consistent money loser for the college in past years, aggravated recently by the loss of student foot traffic in the combined classroom-cafeteria Building K with the construction and increased student use of classroom Building A one-half mile away.

In 1973 the cafeteria logged a \$63,142.30 operations deficit. In 1974 the figure climbed slightly, to \$63,965.28.

In 1975, in the aftermath of college trustees' outrage over the losses and subsequent price increases to customers, audited cafeteria books reflected total losses at just \$52.20.

The deficit grew the next year to \$12,061.68. Unaudited fiscal 1977 figures project a \$6,600 loss.

The 1978 fiscal year budget, which took effect July 1, anticipates \$15,520 in red ink by next summer.

## TELEPHONE CALLS

COD's annual telephone bill dipped to \$79,318.52 this year, from more than \$116,000 in the prior fiscal year.

Credited with the savings is the purchase and installation of college-owned switching equipment. But another factor in the savings, college officials said, was

the institution of switchboard operator filtering and recording of all toll calls.

In the past, unchecked employee and student access to office phones was blamed for unexplainable toll calls to points across the U.S. and the globe.

Such calls have slackened, but suspected personal calls are still appearing on itemized toll call bills from the telephone company.

A thorough investigation of long distance calls billed to the school has never been done, but a spot check by bookkeeping office employees this year netted at least two violators who were asked to and did repay the school.

They were college president Rodney K. Berg, who said he charged two emergency calls to the school while on a winter business trip to Georgia which totaled \$16.85.

Berg apparently did not volunteer to repay COD before he was approached with the bills by college controller Kenneth J.

Kolbet.

Berg said he in turn "went quietly" to campus center director Ernest E. Gibson, who records show, then paid for \$176.10 worth of long distance calls that had been charged to the college but were placed from his Glen Ellyn home.

College revenue records indicate only two other persons making cash reimbursements for telephone calls in the past year, including Kolbet who, an employee said, advised his staffers in advance of his \$5.40 call, and a student's call for \$7.91.

Unauthorized calls were first acted on when one of Kolbet's student aides wrote him a memo noting "How many calls are placed at NIGHT... on weekends" from campus.

Among calls brought to Kolbet's attention from campus phones were two placed on Labor Day to Utah and California totaling 38 minutes, a 78-minute night call to North Carolina and a two-minute Saturday night call to England.

## Office stereo purchased from Gibson's kin

Copley News Service

When secretaries in campus center director Ernest E. Gibson's office asked earlier this year for music while they worked, Gibson obliged them.

His solution, an economical one he and friends was to buy his own daughter's combination stereo record player and AM-FM radio for the office.

The college paid Dorothy Gibson \$85 on May 3 for the used machine, which Gibson said cost "about \$500" when

new. A Philco-Ford spokesman in Bantonia, New York however, said the now out-of-production model retailed at between \$249 and \$279 a few years ago.

Gibson told Copley News Service that he saw no impropriety in the purchase from his daughter, and added that the machine, like "everything we purchase is for students."

He said the record player could be checked out for student use in the same manner sporting goods and camping equipment is available on campus.

But on July 7, Ed Powers, 19, a Downers Grove sophomore, was turned away from Gibson's office empty-handed by an aide when he attempted to borrow the machine.

The aide, James R. Houston, "obviously hadn't been informed of anything there that students could use," Powers told Copley News Service.

Other employees, including the secre-

taries who bring records to work and use the machine, overheard the conversation but offered no information, he said.

College vice president Theodore Tilton, who signed the purchase request submitted by Gibson, agreed that it was "a good point" that other college employees might also ask to sell personal radios and phonographs to the college for their use while working.

Tilton confessed that he does not know how similar requests will be handled in the future. "Things like that — we ought to develop some sort of policy — we don't have such a policy now," he said.

Tilton offered no opinion on whether the college should underwrite the cost of entertaining its employees.

He said he knows of no plans to pipe music throughout campus offices via a ceiling sound system.

## Clarification

A line of type was inadvertently dropped from Tuesday's article on expense spending at the College of DuPage.

The article should have reported that during a four-month period last year, COD president Rodney K. Berg made at least 40 trips to local restaurants at school expenses, including 26 to Arley's in Downers

Grove and four to the Steak & Ale Pub in Lombard.

In another part of the same article, it should have been reported that a dozen top administrators accounted for at least \$28,519 in expenses during the past fiscal year according to figures in individual expense account files, not the \$41,000 figure used which included additional expense spending.



SEPT -5 -77

*(As we see it*

## College must set its house in order

Revelations published in the Journal last week exposing slipshod administrative practices and excessive expense account spending at the College of DuPage should serve to bring about needed reforms at the public institution which serves over 14,000 students on its Glen Ellyn campus.

It is from these students that the call for investigation came as concerned young people could not square the repeated pleas for increased financial assistance issued by a college administration run with a wide open throttle on expense account spending and little or no control over extensive inventories of equipment and goods.

We couldn't agree more with these students that on the very face of it, the situation which exists on the College of DuPage campus today is an inexcusable example of waste and mismanagement on the part of public administrators.

Digging beneath that surface we are alarmed at loose practices and sloppy direction given many areas of college operations which may have led to the loss of thousands of dollars of goods and services.

So faulty are many of the accounting practices there the extent of the losses of public money and property may never be known.

As we see it, responsibility for the manner in which the affairs of the College of DuPage are run lies squarely at the door of college president Rodney K. Berg.

And Berg accepts that responsibility. In cases where the possibility of fraud or dishonesty exist Berg has moved to investigate and in some cases alter policy to close the door on future opportunities.

In the areas where our investigation probed the rationale for expense spending, Berg defended his operational methods as being justified by results.

We find fault in both instances with Dr. Berg.

While no one person can be expected to have his finger on the internal workings of an organization as large and complex as the College of DuPage, as chief administrative officer it is Berg's

controls exist in the Berg administration.

Berg's defense of his expense account system of motivating and developing his staff may fit his personal concept of how a college president should conduct himself in office, but we doubt it fits many taxpayers' definition of a tightly-run, cost-effective operation.

We especially challenge Berg's practices of daily dining at expensive area restaurants when comfortably furnished, private rooms exist on campus and where sufficient, if not gourmet, food is available through the school cafeteria.

Lest the buck stop completely on the president's desk it should be noted that an elected college board oversees President Berg and the operation of the College of DuPage.

As is nearly always the case, such boards are manned by well-intentioned, un-paid members of the community who devote large amounts of private time in what they conceive to be public service.

However, once elected to such a body there is a natural gravity toward accepting without question the decisions and policies of paid professional staff.

An effective board member must early on face the fact that he or she can never be lulled into a false sense of security that matters are going right because a well-informed and polished executive assures them that such is the case.

The months ahead will test the mettle of both Dr. Berg and the College of DuPage board as they seek to remedy the problems our investigation uncovered.

We earnestly hope matters can be resolved without disrupting the educational role of the institution. But just as earnestly we hope that the internal checking needed to correct faults within COD will not be recalled or blunted until faulty practices are corrected and improper actions are called into account.

The public has a right to expect better performance from the College of DuPage than they have received to date.



## Viewpoint 360

# COD answers labeled 'petty'

Editor, Daily Journal:

I'm amazed at how naive we have become over the past quarter century. From discipline to permissiveness . . . from strict ethical business ethics to . . . let's get all we can because, "nobody's going to say or do anything about our actions."

I've read your articles about the COD playground, and the petty answers supplied by some of the "respected" educators.

If these individuals were employed in private industry they would never have reached their lofty (haughty) positions . . . and if they had they would have been fired, made to return the monies spent and may have been prosecuted.

As you can tell, as a retired business executive I'm burned up about this latest rip-off of my tax dollars in such a flagrant attitude and I hope that you are not going to drop the follow-up to see that we get rid of such unethical educators guiding our young men and women for new careers.

*Letters from readers are welcome. They should be addressed to "Viewpoint 360, Daily Journal, 362 Schmale Rd., P.O. Box 360, Wheaton, Ill., 60187." They must bear the signature, home address and telephone number of the sender, although only the community address will be used and names will be withheld at the request of the sender. Anonymous letters will not be considered for publication. Letters should not exceed 500 words, and all letters are subject to editing to conform to style and space needs.*

Get a DuPage citizens' committee to follow-up and clean up our COD and give better educational directions at lower costs. Please don't drop the ball.

M. Robert Wilson  
Wheaton

## College series merits Pulitzer

Editor, Daily Journal:

Reporter Rick Alm deserves the Pulitzer Prize for his articles on the College of DuPage.

It occurs to us that a comparison of spending practices between this tax supported college and private colleges which receive no tax money would be enlightening and might be an interesting sequel to the series of articles.

Mr. and Mrs. Theo. Schmidt  
Wheaton

## Lightless bikes endanger riders

Editor, Daily Journal:

I am appalled at the number of bike-riders in Wheaton and Glen Ellyn who ride without lights or reflectors after dark. Where are the parents of these children who allow this?

Besides being a law to have lights provided, I should think their concern would be enough to see that this does not occur.

Careful drivers have enough to worry

about with other drivers, let alone bicyclists without lights.

Perhaps the police should be cracking down on them more than ever, now that the days are getting shorter.

Name withheld upon request

## Word of thanks on COD series

Editor, Daily Journal:

Just a word of thanks on your coverage dealing with the College of DuPage investigation.

Very interesting reading especially when taxing bodies demand more, and more of the taxpayers' income. I, as a reader of your paper and a taxpayer in DuPage appreciate your type of journalism.

As a result of your coverage, I have contacted a trustee to voice my opinion. I hope that your efforts result in some of the other "sheep" to do the same as I did.

A. J. Noto  
Glendale Heights

D. Ray Wilson  
Editor and Publisher

L. S. Clemens  
Executive Editor

David M. Stamps  
Managing Editor

Alma Jilek  
News Editor

9-11-77



Wednesday, October 12, 1977

# COD official to repay cost of trip to Florida

By RICK ALM  
Copley News Service  
College of DuPage operations chief Theodore Zuck has offered to repay a student activities fund some of the \$390 students claim he owes the fund for air transport of his family to Florida earlier this year.

Zuck served as a secondary advisor on the student's spring break vacation in March, and flew without charge to Daytona Beach with his wife and one child.

Students charged following the trip, and Zuck confirmed, that he spent the week with his family some 60 miles away however.

The college board of trustees voted 4-3 in August rebuking Zuck, but did not order him to repay the air fare.

Zuck, a Joliet resident, would not comment on his decision to reimburse the student fund when reached at home Tuesday. He failed to return messages left at his office Tuesday morning.

In a memo to COD President Rodney K. Berg dated Sept. 23, Zuck stated, "I have

decided to repay the portion of air fare costs which would have been assigned to the airline seats...rather than have anyone believe that I had abused any privilege of my employment or exploited students at this college."

In a notation on the memo which will be presented to the college board of trustees tonight, Berg said Zuck has also been charged five days vacation time for the "excursion."

The memo did not indicate the sum Zuck has offered to repay. Payment had not been made to the college by late Tuesday afternoon, according to COD comptroller Kenneth Kolbet.

Kolbet said Tuesday that the student activities fund ended up approximately \$130 in the red following the Florida trip.

Student advisor and trip coordinator Thomas Schmidt however, claims the fund actually earned \$50, but declined to make any further comment Tuesday.

Students charged that Zuck took advantage of his position as a school adminis-

## Allison to be quizzed

Copley News Service  
College of DuPage bookstore manager Allan H. Allison will be quizzed behind closed doors tonight by the school's board of trustees on allegations of improprieties relating to his handling of cash and inventories, Copley News Service has learned.

The allegations were made by a former employee and were contained in a series of articles detailing charges of mismanagement and waste by top school executives published by Copley Newspapers in August and September.

Also on the COD agenda tonight is a

preliminary report drafted by an auditing firm which probes expense account spending by top school officials.

The Copley News Service series detailed lunch and dinner expense tabs, costs for seminars and other college functions totalling thousands of dollars, but which appeared to be perquisites of the job in many cases.

Auditors and school officials said examinations of records related to possible misuse of auto repair supplies and repairs on COD executive's personal automobiles are still underway.

trator and failed to function as an advisor.

Zuck paid the air fare for one of his children and accepted free rides for himself, his wife and another child.

Zuck admitted spending the week with his family in the vicinity of Disney World,

some 60 miles from the Daytona Beach motel in which students stayed.

In a written report to the COD board, Berg found that Zuck "could have been on the scene within a reasonable time" in the event of an emergency.



## C-D President Berg fired

Rodney K. Berg, president of the College of DuPage since its formation in 1966, was fired by the board of trustees after a 4-3 vote at a special meeting on Dec. 28.

Members of the majority who voted in favor of terminating Berg's contract — Chairman Ronald Miller, who cast the tie-breaking vote, and trustees Rollin Taeker, Evelyn Zerfoss and Anthony Berardi — gave no explanation of the vote. All questions were referred to the Board's attorney, Everett Nicholas Jr.

However, the Board's action followed months of allegations in the press, concerning lack of control over employee expense accounts, use of credit cards, and college gasoline and mechanic service for private vehicles. The college has also been rocked by disclosures of irregularities in bookkeeping at the college bookstore, which resulted in the suspension of the bookstore manager and his assistant.

The DuPage county State's Attorney's office has been conducting an inquiry into these and other allegations.

The college has received two reports from the Chicago auditing firm of Ernst and Ernst.



Rodney K. Berg

which indicated lax financial control over employees, and revealed that the college's mechanic, Bernard Murray, received payments to which he was allegedly not entitled.

The Board was to meet in executive session, last night (Wednesday), to consider the Ernst and Ernst reports, as they relate to the bookstore and the mechanic.

Berg, 65, a native of Oregon, was on vacation in the state of Washington, when the Board took its action last week. According to a college spokesman, he had been informed of the Board's proposed action in advance. It is expected

that he will issue a statement this week.

Some 50 persons filled the room when the Board took its vote, last week, several of whom spoke in support of Berg. Trustees Rosemary Ziska, James Blaha of Naperville, and Wendell Wood argued against the firing, and later voted against it.

According to sources close to the Board, the reluctance about commenting by those who favored the firing, stems from the possibility of litigation over the firing.

It may be that there are "weaknesses" in the Board's contract with Berg, which would allow him to sue and seek a monetary settlement. Public statements concerning the termination of the contract might also have played a part in, and complicated, future litigation, according to these sources.

Discounting the potential effects of such litigation, Berg will be paid for six months, until June 30, the end of the school year. His salary is \$43,000 per year, with a \$3,500 annual annuity.

It was thought that if the Board attempted to fire Berg outright, it would have to pay his salary for the duration of the contract, which runs through June 30, 1980.

Berg, who lives in Winfield, became the College of DuPage's first president, after serving as president of Everett Junior College in Everett, Wash., from 1961 to 1966.

He has a B.A. and M.A. from Washington State University, and a Ph.D. from the University of Washington. He and his wife have three grown children.

Berg has seen the college grow from scattered classes in rented schoolrooms to its current 270-acre campus in Glen Ellyn.



## —Smoke Signals

by Ken Hardwicke

## Isolationism And The Public Trust

After almost a year of sitting by a guillotine, the blade fell on College of DuPage President Rodney Berg last week. The man who headed the junior college since its inception in 1966 will officially be gone by June 30, 1978.

Berg is exiting gracefully but under a cloud of financial mismanagement that centers around abusive use of expense accounts and exorbitant salaries paid to college officials. Because it is a matter of personnel (usually kept private), the public may never fully know why Berg's board became disenchanted with him to the point of expulsion from the school. Berg's final grade for 11 years of work at the junior college is marked "incomplete."

Berg may be guilty of nothing more than not being able to muster the majority of votes for retention. In the end, he will collect the balance of his annual \$43,000 salary and is eligible for retirement benefits...not exactly a pauper's booty.

What happened to Rodney Berg is becoming the rule rather than the exception. While all the facts are not known to pass judgement, Berg may be a victim of late-arriving public accountability. Whenever a public body operates outside the peripheral vision of the public and a scrutinizing press, it seems to fall prey to the inevitable...misinformation and mismanagement.

Taxpayers, who ignored the College of DuPage at referendum times, have paid heavily for their ignorance...with their pocketbooks. What happened to Berg could very rarely happen to a municipality where public officials are accountable to an immediate constituency and are under the watchdog eye of the local media. When you take a public body, like the College of DuPage, and isolate it from the public that created its existence...it breeds mismanagement. That is not necessarily Berg's fault. He is a part of the system...and the system may have failed more than the man.

While located in Glen Ellyn, the over 250-acre campus is not identifiable to the community. Its students come from everywhere in DuPage County and college activities and events take second place to community happenings and prep agendas. What control and interest does a taxpayer in Bensenville have over a junior college located 25-30 miles from its borders? Even Glen Ellyn police have limited control of crime on the campus with the college providing its own security force.

The simple fact is that the farther a public body gets away from the public pulse, the more flagrant its abuse of the public trust. In reality the people and the press have nobody to blame but themselves. The people for creating an uncontrollable monster that eventually betrays the merits and priority interest to oversee the public's interests.

Most of the media cannot do justice to covering the College of DuPage official conduct because on a news scale of importance and priority the college ranks below most local school districts, village boards and park districts. There is also a conflict of local meetings with COD meetings and given so much room in the newspaper...local stories should take precedent. All this helps foster a position by such public bodies that they are aloof from taxpayer and press criticism. Even the board members that direct the college's future existence are not subject to the pressure of public accountability like a village or local school official would be.

The College of DuPage is not the only public body in a position to abuse the public good. There are others such as the Milton Township Board of Supervisors, the Western DuPage Special Recreation Association, DuPage Communications (DuCom) and the Cooperative Association for Special Education (CASE). There is no proof that any of these public bodies have abused the taxpayers' trust but they are in a better position that a locally-governed entity to do just that.

How many people attend Milton Township meetings and question officials on how their money is being spent? Very few...if any. The press virtually abandons regular coverage of their meetings and hence little information is forthcoming on how they spend the tax dollar or vote on issues.

The Western DuPage Special Recreation Association, DuCom and CASE are all needed but for the most part they operate outside the boundaries of Glen Ellyn despite being partially-funded by Glen Ellyn taxes. The public must depend on local officials, many non-elected, to watch their interests when the tax dollar leaves the community. Somehow the direct link to the public has been broken when a community cannot identify with the people spending its money.

So Rodney Berg may be guilty of nothing but being isolated from the public eye. And somehow you have to judge his board for allowing the financial situation to become so aloof from taxpayer obligation. But the COD Board is only a product of the system and you can bet those board members will get less phone calls about Berg's dismissal than local school board members did about the possible closing of a grade school.





For what it's worth

## An unpleasant task marked 'finished'

By L.S. Clemens

Rick Alm said "no" which proves a point. He's a class reporter.

The "no" was to an invitation to appear on a Chicago television news show that intended to acknowledge his role in the investigation that led to the discharge of Rodney Berg, College of DuPage president.

Rick was Copley News Service reporter for DuPage County, and his COD series appeared in the Wheaton, Elgin and Aurora newspapers. He's now a reporter for Suburban Week, supplement of the Chicago Sun-Times and Chicago Daily News.

We would not presume to interpret all Alm's reasons for

saying no to a television appearance, but we do know that like fright, fear of awkwardness or false modesty would not be among them.

Our guess then would be that he has the Berg story and his role in it in perspective. It created an awkward situation in which an able man had to be called to an accounting by a board that had been derelict in its duties. His (and our) feeling of satisfaction includes no impulse to boast.

Dr. Berg is charged with no crime, and he does indeed deserve credit for the position held currently by College of DuPage in the Illinois community college system. His

fault is one that is altogether too widespread today, an unconscionable use of tax money in a way never intended by the public which provides it.

Retreats for staff members and faculty at plush hotels and restaurants, expense account meals at high priced restaurants, catered parties all may be small potatoes when measured against total administrative expenses of a public institution.

But these add up to a violation of trust that in many ways is more objectionable than thievery. All too often those responsible for such abuse are protected by lawyers of bureaucracy that sees,

hears and speaks no evil and/or elected officials who have no sensitivity to the public they serve.

In the case of schools specifically, taxpayers have gone along, indeed taken pride in architectural concepts that have provided impressive offices, well-appointed meeting rooms, adequate, often extremely pleasing dining facilities, and comfortable lounge areas for administrative staffs and faculties that spend their working time in the building. That approval is accompanied with a silent command: "Use them."

Again, in the case of schools

specifically, these are the institutions that the taxpayers can still reach by pulling tight the pursestrings. The president of the United States has now heeded the sounds of public outrage that abuse of privilege by his office has engendered. The governor of this state has followed suit. Given the idealism, the hopes, the purposes, the special pleadings that are a part of the educational picture, how can those who run our schools do less?

The College of DuPage Board of Trustees finally got that message. It's too bad that it ever had to be delivered.

THE LADY says politics is corrupt and that she wants to change it.

How? Why by filing nominating petitions under a phony name, Carrie Nation, supposedly after being told by attorneys that it was perfectly legal to do so.

An election board made up of judges said it isn't legal and it's going to cost her money if she chooses to challenge the ruling.

That's a relief. It would be rather startling to have one of the final judgments of this year say that something phony could be sanctioned by law.

With that as a base, who knows what 1978 could bring?

JAN - 4-78

## Faculty voices back Berg, lash trustees

Faculty members at last Wednesday's meeting praised college president Rodney Berg's performance and criticized the board's handling of his firing.

"I don't think his positive influence should be overlooked," Jack Weisman, English and theater teacher said. "But from talking to my colleagues, it's clear no one wants a cover-up."

Weisman said the board picked a bad time to fire Berg because the faculty did not have access to all the information about alleged spending improprieties at the school and was not acquainted with all the issues. "Any action the board might

take without faculty consent is unfortunate," he said.

"It's a very sad way to end a career in education," psychology teacher Barbara Hansen said. "There were innuendoes and rumors and I still don't have all the facts. I don't think the board has made the right decision."

William Treloar, dean of the extension division, praised Berg for his work in establishing COD. "Berg's sheer energy put together the plans for what we have here now," he said. "I hope the board is considering what he has done with the staff in the last 11 years."

Former student Tom Smith, now a college employee, said Berg had always shown a strong interest in students and worked hard to help them. "I don't think I could have ever accomplished the things I have in my short life if I had not attended the college," he said.

Not all the reaction to Berg's ouster was unfavorable. Former college employee Joseph Gilbert said, "I can understand the faculty's viewpoint, but I am not really sorry it happened."

Gilbert was one of several COD employees who revealed alleged spending improprieties to Copley News Service.

JAN - 6-78

## Berg cries foul; county to probe

By Margaret Kriz

A GRAND JURY investigation into alleged wrongdoings at the College of DuPage has been ordered by the DuPage County state's attorney's office amidst claims by school President Rodney Berg that the college board violated his contract by firing him Dec. 28.

State's attorney officials Wednesday refused to comment on what charges will be investigated by the grand jury.

For the last two months, the state's attorney's office has been conducting an inquiry into alleged improprieties at the college, officials said.

THE INQUIRY BEGAN after Berg, 65, and other college officials became the subjects of published allegations accusing them of record falsifications and expense account abuses.

At 9 special school board meetings Dec. 28, the District 502 board voted to fire Berg under a provision in his contract that allows for his removal without stated reason if he is given six months notice. Berg was fired effective June 30.

But in a Dec. 30 memo to the board, Berg said the board's action didn't follow the contract's intent and provisions.

"THE UNDERSIGNED [Berg] was never notified, nor was he called upon to meet with the board to confer and deliberate in accordance with the terms . . . of his contract of employment," the memo said.

Under the termination provision in his contract, the board must meet with Berg before written notice of his firing is served. Berg indicated in the memo that no such meeting occurred.

"The unilateral action taken by the board through its resolution is contrary to and in clear violation of the spirit, intent, and terms of the contract," Berg said.

BOARD ATTORNEY Everett E. Nicholas said at the special meeting that Berg had been informed before the meeting of the board's desire to terminate his contract. Berg, at the time on vacation in Washington, didn't attend the standing-room-only meeting.

Berg, who has been president of the Glen Ellyn school since its formation 11 years ago, urged the board to "give this matter its careful and deliberate consideration" in keeping with the contract.

Berg wasn't available for comment Wednesday. The college board was scheduled to meet in executive session Wednesday to discuss personnel, but no specifics of the meeting were available.

Board member Evelyn Zerfoss, who made the motion for Berg's dismissal, said she wasn't sure what Berg was asking in the memo. She said she wanted to discuss the matter with him before deciding what action the board should take.



JAN -11-78

# State's attorney orders grand jury probe at College of DuPage

By JERRY HANSEN  
Copley News Service

A grand jury probe into alleged spending abuses at the College of DuPage has been ordered by State's Attorney J. Michael Fitzsimmons.

"We are proceeding with a grand jury investigation," Fitzsimmons said last Thursday. Subpoenas are being issued for college records and the grand jury will also sub-

poena witnesses as it investigates charges of misuse of public funds at the college.

Investigators from the state's attorney's office have been looking into charges of irregularities since November.

In special investigations, the state's attorney normally conducts a preliminary investigation before deciding to hold a full-scale grand jury probe.

Following a look at college records, the grand jury can then subpoena witnesses. Indictments, if any, will be handed down shortly after witnesses have completed testifying.

Kenneth North, head of the office's special investigations unit, and Fitzsimmons refused to comment on the focus of the grand jury probe.

Several students at the college contacted the state's attorney's office with charges of college officials using taxpayers' money for their own benefit. College employees also complained that bookstore records were being falsified to cover up missing cash.

Following the preliminary investigation, the state's attorney's office decided there

was enough substance to the charges to warrant the probe, Fitzsimmons said. The grand jury will now see if there is evidence to support charges of violations of criminal statutes.

A number of former college employees have been advised by the attorney's office to remain in the area while the probe continues.

A series of audits com-

missioned by the college board of trustees has criticized expense account spending procedures and the loose timekeeping and record

keeping in the college's automotive shop.

The second of four audits by the Chicago firm of Ernst & Ernst was presented to the

board Dec. 14. In addition to examining the remaining audits, the board is expected to adopt a new set of spending policies at future meetings.

JAN -11-78

## Investigation Of College May Go To Grand Jury

J. Michael Fitzsimmons, DuPage county state's attorney, said that he has reached the point in a preliminary inquiry into alleged irregularities at the College of DuPage where he has decided the matter will go to the Grand jury.

Fitzsimmons said the only step that has been taken in that direction thus far is that subpoenas were issued to the college to obtain documents that must be studied.

The college administration has been the subject of published allegations that public funds have been mis-used and advantages taken by some staff members.

It would be up to the Grand jury to determine whether there are any evidences of criminal violations and if any indictments are in order.

After an audit of the funds, the C/D board of trustees voted 4-3 on Dec. 28 to terminate the contract of college President Dr. Rodney Berg, effective June 30.

Berg has responded with a letter to the trustees in which he claims that their action of Dec. 28 was "in contravention" of the contract because he was never notified nor called upon to meet with the board to confer and deliberate in accordance with the terms of a part of the contract.

He holds that the action was "con-

trary to and in clear violation of the spirit, intent and terms of the contract."

Berg said he has been and remains, "ready and willing and shall continue in the service of the Community college district (502)" and to perform all duties required of him to be performed according to the terms of his agreement.

The Grand jury has not begun any deliberations as yet in the college

probe, Fitzsimmons said, or in the investigation of the York twp. administration.

He explained, however, that the investigation of the charges brought against certain college officials has progressed faster than the investigation of Donald Swan, York twp. supervisor.

That is a "long way" from being taken to the Grand jury, the state's attorney said.

JAN - 4-78

### Despite Berg firing

## COD faces county probe

By Rick Alm

The firing last week of long-time College of DuPage president Rodney K. Berg hasn't stopped the state's attorney's investigation into financial irregularities at the Glen Ellyn school.

Kenneth North, chief of the county's white collar crimes unit, said Berg's dismissal would not affect the county's decision on whether to begin a full scale probe of COD financial practices.

North said that decision — whether to issue subpoenas for a grand jury probe into alleged misuse of public funds — could be made by the end of this week. North's "strike-force" team has been quietly conducting its investigation on campus for several weeks.

Berg's firing, which allows him to complete the school year through June, 1978, was decided at a secret Nov. 7 meeting attended by District 502 board members and Berg. The board members disclosed few details of the meeting before taking their 4-3 vote on Dec. 28, which ousted the 65-year-old executive.

No official reason has been given for Berg's firing.

Berg was vacationing on the West Coast and did not attend the Dec. 28 meeting. He refused to comment upon his return Dec. 30.

Berg's attorney, John M. Berant of Wheaton, said he expects Berg will have "no alternative but to respond" legally to his firing if he believes his contract rights were violated.

The three-year contract runs through June 30, 1980, school officials said.

Berg is paid \$43,000 a year under the contract. The school also contributes \$3,750 annually to a tax-sheltered annuity fund in his name.

Berg, the first president of the 11 year-old school, directed COD's growth from a storefront extension school to today's 273-acre campus, which serves more than 15,000 full- and part-time students.

COD board president Ronald L. Miller said a search committee will be set up soon to begin interviewing candidates to succeed the Winfield resident.



# Audits confirm charges made in COD series

Copley News Service

College of DuPage President Rodney K. Berg has been under scrutiny by the Board of Trustees since an August series by Copley News Service revealed questionable expense account spending and other improprieties at the Glen Ellyn school.

As a result of the series, board members ordered four audits of college spending practices by the Chicago firm of Ernst & Ernst. The first audit released Oct. 12, criticized expense account spending and concluded that "current policies ... are, for the most part, nonexistent, outdated or unenforced."

The second audit, presented to the board Dec. 14 found that college auto mechanic Bernard Mudra was paid for shop work on several occasions when he was also being paid for teaching a class at the same time. Mudra was also paid to teach seminars which were canceled.

The audit criticized the failure to have overtime hours approved in advance and laxity in use of the timeclock by employees. Several times Mudra claimed to work until 4 a.m. and made handwritten notations on time cards to verify it.

An investigation by college officials into the alleged improprieties was ordered by the board after the series appeared. The probe was headed by Berg.

Expense account luncheons, parties and retreats costing thousands of dollars were uncovered during the Copley News Service investigation. In June, 1976, 24 school executives, some accompanied by their spouses, met for three days at the Chateau Louise resort in Dundee. The final bill for the affair was \$4,344.06.

Berg stayed in a \$72-a-night suite, according to vouchers filed with the business office, while the other officials stayed in \$32, \$38 and \$42 rooms.

The retreats were defended by Berg as legitimate training and planning sessions with top officials. Board of Trustees President Ronald Miller said staff members work hard at the meetings, but that "the cost, what is to be picked up by the college, is a legitimate question."

Other conferences billed to the staff development budget included a Dec. 16, 1976 luncheon at The Steak House in Winfield. Campus finance controller Kenneth Kolbet said the \$114.20 luncheon was a staff conference and an appreciation luncheon for an employee.

However, an employee at the luncheon said it was a Christmas party held at taxpayers' expense. The same person said luncheons held to celebrate an administrator's birthday and other occasions are commonly billed as "administrative development" or "staff conference" affairs.

The series also revealed the practice of submitting cash register tapes as receipts for "food stuffs" and liquor used for official parties and receptions at Berg's Winfield home. The first Ernst & Ernst audit particularly criticized the practice, saying, it is "difficult to determine if a purchase was made on behalf of the college..."

The audit also recommended closer controls over the use of American Express, Standard Oil, and Bell System credit cards, or eliminating their use altogether. The Copley News Service investigation reported that seven administrators issued college credit cards spent \$6,921.39 last year for meals. In

addition, Berg charged \$5,925.91 on his college-issued American Express card.

Board President Miller said examples of executives' dining habits were "abuses of college standards." He ordered a special audit of expense accounts as a result of abuses revealed in the series.

The Ernst report said fewer than one-third of 59 official business trips checked were approved in advance and in one case, a non-business stopover was billed to the college.

The audit also said school officials ignored policies setting a maximum limit for daily hotel and meal expenses. COD guidelines are "ineffective because they are not observed or enforced," the report said.

The five-part Copley News Service series revealed attempts to cover up missing cash in the college bookstore through the use of phony records. Larry D. Capps, a bookstore employee, told Copley News Service that he was asked by bookstore manager Cherokee Sieber to sign a fictitious name on forms used in purchasing used books from students.

The forms list payments made to students for used books. Bookstore director Allan H. Allison later admitted knowing the phony forms were sent to the college finance office. "We were short and tried to make up the difference," he said.

College bookkeepers discovered a total of \$575.53 missing from the bookstore's buy-back cash fund. The fund is used to purchase used books from students.

Sieber and Allison were disciplined by the board for their role in the cover-up. Sieber was suspended for three days without pay and Allison was suspended for five days without pay.

An investigation by college officials uncovered several other instances where fake names were used on buy-back forms. As a result of the investigations COD Controller Kenneth Kolbet ordered the bookstore to begin using student's social security numbers

on the forms. The combination on the office safe holding the buy-back money was ordered changed and the bookstore is now required weekly to reconcile buy back cash balances with the finance office.

The Copley News Service investigation uncovered overpayments to campus auto mechanic Bernard Mudra and the lack of record-keeping in automotive maintenance.

Mudra earned \$31,212.84 last year, more than 19 top deans and school executives. Overtime pay for the year was \$13,476.84, much of it for hours handwritten on Mudra's time cards.

Parts use and service records on the 11 vehicle college fleet were not kept prior to the investigation. As a result, it was impossible to determine whether repair expenses, which last year averaged \$1,928.87 per vehicle were legitimate.

Poor record keeping and inadequate inventory systems in the college bookstore and cafeteria were also revealed during the investigation. Because of the faulty systems, numerous opportunities for theft exist at the college.

Berg has said portions of the five-part series are "arbitrary and undocumented allegations." In a college newsletter he said some incidents in the series were documented with "highly selective data not representing factual norms within the state."

Berg has repeatedly denied he will resign over the alleged improprieties. However, he has clashed with board members over expense account spending, particularly for failing to get advance approval of expenditures of \$6,000 and \$8,000 staff conferences.

Berg has been president of COD for 10 years and recently signed a three-year extension of his contract. As a result of the investigations at the college, the board began a critical review of the contract.

In addition to college and Copley News Service investigations of spending improprieties, the DuPage County State's Attorney's office is probing spending policies at the school.



JAN -11-78

## COD boss attacks ouster; subpoenas arrive on campus

By Rick Alm

Recently ousted College of DuPage president Rodney K. Berg is fighting to keep his job.

Berg charged in a letter to college trustees that they "acted contrary to and in clear violation of the spirit, intent and terms" of his contract. He has asked for reconsideration of his firing.

In his letter, Berg said he "shall continue in the service of the Community College District and perform all duties... according to the terms" of his contract.

"We are planning no response to the letter at this time," said board president Ronald L. Miller. Instead, the board met Monday night in special session to begin planning the search to replace Berg.

Berg, 65, was given six months notice of dismissal by trustees on Dec. 28. The action terminates Berg's three-year contract after one year.

The board's 4-3 vote to fire Berg followed its investigation of charges that funds at the Glen Ellyn college were spent on lavish parties, meals and off-campus retreats. A college employee also has admitted he falsified college financial records in a cover-up of missing campus bookstore funds.

Those allegations and others are being examined by the county state's attorney, who will present results of the probe to a grand jury for formal investigation this month.

Grand-jury subpoenas for college spending records were delivered on campus Friday.

The expanded grand-jury probe was confirmed by State's Atty. J. Michael Fitzsimmons, who assigned a white-collar crimes investigative team to examine allegations against school administrators and employees at COD late last summer.

The board has not issued a reason for firing Berg, the

first president of the 11-year-old community college.

According to Berg's interpretation of his contract, the board "must deliberate its intent" to fire Berg with him prior to serving its written notice, according to John M. Berent, Berg's attorney.

The notice was served following the board's Dec. 28 session. Board members said they met with Berg Nov. 7 to discuss the possibility of his removal.

"As far as Dr. Berg is concerned," however, the Nov. 7 meeting was not held for that purpose, Berent said.

The board has met privately with Winfield resident Berg and several other school officials — as well as its attorney — in recent weeks.

"Dr. Berg deems the board resolution a unilateral attempt to modify his contract contrary to its terms," Berent said.

COD sources speculate that Berg's letter is groundwork for legal action against the board in an effort to obtain some \$93,500 in salary and benefits remaining in the final two years of his contract.

Berent told Suburban Week earlier that Berg "will have no alternative but to respond" legally to his firing if he believes his contract rights were violated.

Publicity surrounding the COD financial controversy this fall spurred college trustees to order audits of several college accounts, including the expense accounts of Berg and 14 other top campus executives.

Auditors concluded that spending policies and ceilings in several departments were "unenforced" or "nonexistent." The auditors found financial irregularities, including questionable overpayments and even some underpayments.

In some departments, no spending records were kept, the auditors said.

JAN -12-78

## Berg asks college board to reconsider dismissal

Dr. Rodney Berg has charged that the College of DuPage violated its contract with him, when it voted to fire him on Dec. 28.

Berg sent the following letter to the college board, on Dec. 30:

"You are hereby advised that, the undersigned deems that the unilateral attempt at modification of its employment agreement with myself is in contravention thereof for the following reasons:

"The recital in the preamble of the resolution, that the meeting of Nov. 7, 1977, was such as was contemplated by the contract, is inaccurate.

"The undersigned was never notified, nor was he called upon to meet with the board, to confer and deliberate in accordance with the terms of Section G, Ia. of his contract of employment. The unilateral action taken by the board through its resolution is contrary to and in clear violation of the spirit, intent and terms of the contract.

"The undersigned has always been able, ready and willing, and shall continue in the service of the Community College district, and to perform all duties required of him to be performed according to the terms of his agreement.

"In light of these circumstances and those surrounding its action, the undersigned strongly urges the board to give this matter its careful and deliberate consideration, in keeping with the spirit and intent of its duties under its agreement with the undersigned."

Berg has served as president of the College of DuPage since its formation in 1966. His salary is \$43,000 per year, with a \$3,500 annual annuity.

In firing him, the board invoked a clause in his contract

which allows the contract to be terminated with six-months' notice. The College is paying Berg's salary through June 30 of this year.

The board has made no response to Berg's letter.

## Faculty voices back Berg, lash trustees

Faculty members at Wednesday's meeting praised college president Rodney Berg's performance and criticized the board's handling of his firing.

"I don't think his positive influence should be overlooked," Jack Weisman, English and theater teacher said. "But from talking to my colleagues, it's clear no one wants a cover-up."

Weisman said the board picked a bad time to fire Berg because the faculty did not have access to all the information about alleged spending improprieties at the school and was not acquainted with all the issues. "Any action the board might take without faculty consent is unfortunate," he said.

"It's a very sad way to end a career in education," psychology teacher Barbara Hansen said. "There were innuendoes and rumors and I still don't have all the facts. I don't think the board has made the right decision."

William Treloar, dean of the extension division, praised Berg for his work establishing COD. "Berg's sheer energy put together the plans for what we have here now," he said. "I hope the board considering what he has done with the school in the last 11 years."

Former student Tom Smith, now college employee, said Berg had always shown a strong interest in students and worked hard to help them. "I do think I could have ever accomplished things I have in my short life if I had attended the college," he said.

Not all the reaction to Berg's ouster was unfavorable. Former college employee Joseph Gilbert said, "I can understand the faculty's viewpoint, but I am not really sorry it happened."

Gilbert was one of several COD employees who revealed alleged spending improprieties to Copley News Service.



## Berg sends letter to board

Following the 4 to 3 vote by the College of DuPage's Board of Trustees Dec. 28 authorizing the termination of Dr. Rodney Berg as president of the college, the following letter was sent to the board by Dr. Berg:

Board of Trustees

You are hereby advised that the undersigned deems the unilateral attempt at modification of its employment agreement with myself is in contravention thereof for the following reasons:

The recital in the preamble of the Resolution that the meeting of Nov. 7, was such as was contemplated by the contract is inaccurate.

The undersigned was never notified nor was he called upon to meet with the Board to confer and deliberate in accordance with the terms of Section G. 1a. of his contract of employment. The unilateral action taken by

the Board through its Resolution is contrary to and in clear violation of the spirit, intent and terms of the contract.

The undersigned has always been able, ready and willing and shall continue in the service of the Community College District and to perform all duties required to him to be performed according to the terms of his agreement.

In light of these circumstances and those surrounding its action, the undersigned strongly urges the Board to give this matter its careful and deliberate consideration in keeping with the spirit and intent of its duties under its Agreement with the undersigned.

Rodney Berg,  
President  
Community College  
District No. 502

## Berg Refuses To Aid In Consultant Search

Dr. Rodney Berg, president of College of DuPage, last week refused to aid the college's Board of Trustees in the process of recruiting a new president to replace him on July 1.

Berg said he would not help in selecting a consultant who would advise the board in the search and selection procedure. However, he did agree to provide a list of qualified potential consultants.

Berg's contract was terminated by the board in a 4 to 3 vote taken at a Dec. 28 meeting. A clause in the contract is interpreted to stipulate that either the president or the board could terminate the contract without cause upon six months written notice.

Dr. Ronald Miller, chairman of the board, alluded several times to the possibility of Berg assisting the board in selecting a consultant during Monday's meeting which dealt with the procedure for the search and selection of a new president for the college. But Berg left little doubt he would be unavailable for that kind of assistance.

Throughout the meeting Miller tried to "get something in the ball park of procedures tonight" including a target date of Jan. 27 to receive written comments on proposed procedures. The target date was tabled.

Contacts with various academic organizations and individuals have been made by board members but no action was taken on the reports they brought to the meeting. Action also was deferred on a preliminary outline drafted by Miller listing board and committee functions considered critical for the recruiting process.

Accord seemed to be reached that the search committee contain representatives from the faculty, the classified staff, the administrative level and the students, but unanimity ended as to how many of each should be on the committee.

Sally Hadley, president of the Faculty Senate, asked that the majority members on the committee be faculty. Rob Phillips, president of the Classified Association, said the association wants at least three members on the committee with the right to select their own representatives. Students are requesting two or three representatives instead of the one which some of the board's reports recommended.

"The larger the committee the less productive it is," said Miller after hearing the requests. "We want a functioning committee and not a debating society within itself. The degree of effectiveness depends on the personalities and characters of the people involved, not the number."

A meeting between the board and the heads of the college's organizations was tentatively scheduled for Wednesday (Jan. 11) after Berg told the board, "Sit down with the leaders of the college's constituency. Listen to these people. Give them a chance to be heard."

Meeting with the board were Hadley, Phillips, Tom Thomas, president of the Administrative Council, and Joe Bates, president of the Student Government.

## C/D Board Adopts Expenses Policy

A reimbursable expenses policy which had been revised by the Finance Committee three times was adopted with a 5-1 vote by the Board of Trustees of College of DuPage Wednesday, Jan. 12.

Voting against the policy was Trustee Evelyn Zerfoss, who asked that expense limits be established in the policy to serve as guidelines for meals, accommodations and per diem. She also asked that itemized receipts be turned in for all meals.

According to the policy, "Receipts should be attached for all expenditures and must be attached for all itemized expenses in excess of \$5, other than employee meals. Employee meals aggregating \$25 or less per day need not be supported by receipts."

Recognizing that employees may be required to travel or incur expenses in conducting college business, and also the need for encouraging participants at professional meetings which will benefit the college, the board ruled in its expenses policy that expenses incurred in these events should be reimbursed within "limitations of the budget, board policies, and existing travel procedures, provided approval is received from the appropriate administrator."

The board's finance committee will approve reimbursable expenses for the president and board members.

Administrative approval in writing will be required for all cash advances, public transportation reservations, overnight stays, or when expenses are estimated to exceed \$100.

In order to get this approval, a travel approval/advance form must be completed, approved by an authorizing signator and then sent to the finance office, the employee (or student), the authorizing signator and personnel.

Also approved at the meeting were amendments to the joint educational agreement between College of DuPage and Elgin Community College and Waubesa Community College, whereby College of DuPage would add a respiratory therapy technician program to its curriculum. The certificate area program is a 60-hour course.

Agreements also were approved between the college and Community Memorial General Hospital, La Grange, and Copple Memorial Hospital, Aurora, to provide clinical ex-

perience in those hospitals for students enrolled in the recently approved respiratory therapy program.

Approval of a bid for vending services was delayed until later in the month.

The next meeting of the board will be a workshop scheduled for 7:30 p.m. Wednesday, Jan. 25, in Room 157, Building K, on the campus, 22nd Street and Lambert Road, Glen Ellyn.