Dear Members of the Harper Community:

As a member of the Harper district, you may wish to learn more about the College and the Illinois community college system. The *Profile* is designed to acquaint you with Harper College, legally known as District 512. Harper is a major educational, cultural and social resource in the northwest area.

The student population is served by 198 faculty, 87 professional/technical, 227 classified, 36 supervisory/confidential staff, 71 custodial and maintenance, and 33 administrative staff. A part-time faculty of 610 supplements our teaching staff. The College is governed by a Board of Trustees composed of seven members elected by the community and a student trustee elected by the students. Everyone at Harper is committed to providing quality instruction and services that respond to the needs of the residents of the district.

We hope that this booklet will give you a good overview and that you will take advantage of the resources that Harper College provides.

Sincerely,

Paul N. Thompson
President
Profile of Harper College
1990

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Harper Highlights

• William Rainey Harper College was founded on March 27, 1965.

• The College is named after Dr. William Rainey Harper, first president of the University of Chicago and known as the father of the two-year college.

• The College is governed by an elected board of trustees composed of seven members and a student trustee elected by the students.

• The College encompasses 23 communities with an area of about 200 square miles and a population of 495,000.

• The campus in Palatine has 15 buildings on a total area of 200 acres.

• The operating tax rate is 30 cents per $100 of assessed valuation.

• The tuition rate is $30.00 per credit hour.

• Fall enrollment is approximately 24,500 students.

• Approximately 28 percent of the annual high school graduates in the district attend Harper.

• More than 315,000 different students have attended Harper since it was founded.

• Approximately 93 percent of the College faculty hold postgraduate degrees.

• The Harper College Learning Resources Center has 155,000 volumes including microforms and reprints, and about 800 periodical titles. The media collection of 115,000 items consists of videotapes, films, audiotapes, slides, filmstrips and other formats. Through on-line searching of a national data base, the LRC has access to academic institutions nationwide, as well as to those in Illinois.

• The College operates four extension centers in Barrington, Mount Prospect, Prospect Heights and Schaumburg.

• The College offers over 50 academic scholarships each year covering tuition and fees, each valued at $850 per year, as well as various financial grants sponsored by individuals, organizations and companies in the area which range from $100 to $8,000, with the majority averaging $500.
Introduction

William Rainey Harper College is a two-year public community college founded in 1965. The College offers both the associate in arts and associate in science degrees as well as an associate in applied science degree in 60 career areas. In addition, there are more than 15 one-year certificate programs which prepare men and women of all ages for immediate employment. There are numerous other programs and services such as continuing education, the CAD/CAM Center, business management seminars, cultural affairs, women's studies, support services for hearing-impaired students, and community counseling services.

The spirit of Harper College is reflected in its name. William Rainey Harper was a scholar, teacher, writer and administrator who devoted his life to the pursuit of excellence in education. As the first president of the University of Chicago, Dr. Harper initiated programs to bring education into the community for those who could not become resident students at a university. This concept was the basis for the establishment of the community college system in the United States and the eventual founding of William Rainey Harper College.

In 1967, Harper College opened with an enrollment of about 1,700 students. Today the College's enrollment stands at approximately 24,500 students of all ages participating in degree credit, continuing education, and extension courses at the Harper campus or at other locations throughout the district.

Harper College makes available degree credit and credit-free offerings at many off-campus locations, including high schools, hospitals and public libraries.

The College's records contain more than 315,000 student records dating back to 1967 when the first classes were held. Many more area residents have come to the campus to attend forums, concerts, and cultural and athletic events.

For the many residents in the College community, Harper provides the opportunity for developing a career, completing the first two years of a bachelor's degree, learning new skills, retooling for career advancement or change, enriching the quality of one's life, or simply enjoying the discovery of new knowledge. In meeting the varied and changing educational needs of district residents, Harper College continues to be a dynamic institution, a community college in the truest sense of the term.

Mission Statement

The mission of William Rainey Harper College, as part of the system of public community colleges in Illinois, is to provide to District No. 512 residents a comprehensive postsecondary education which includes transfer, career, and continuing education programs. In addition to fulfilling this primary mission, Harper College also offers specialized programs and services in cooperation with local school districts, area business and industry, and other community colleges. The educational and cultural opportunities offered to students and community residents are developed and enhanced within the Harper College philosophy of academic excellence, service to the community, and innovative educational leadership.

Programs developed to meet the needs of the community are offered at reasonable cost to students, district taxpayers, and the State of Illinois. The ultimate goal of Harper College is to provide an educational environment that allows the individual the maximum opportunity to develop through successful learning experiences.
Board of Trustees (1989-90)

Barbara Barton, Chairman
John E. Coste, Vice Chairman
Susanna Orzech, Secretary
Peter R. Bakas
Kris Howard
Lawrence Moats
Molly Norwood
Darlene Ivarson

Palatine
Schaumburg
Barrington Hills
Arlington Heights
Inverness
Inverness
Rolling Meadows
Arlington Heights
State Community College System
Illinois Community Colleges*

The System

Although the first public junior college in Illinois was established in Joliet in 1901, the Illinois Public Junior College Act was not passed until 1965. The Act was an outgrowth of the 1964 Master Plan published by the Illinois Board of Higher Education. This legislation, with subsequent amendments, is the basis for the present system of public community college districts in Illinois.

There are currently 39 public community college districts comprised of 50 colleges and five branches. Of those 39 districts, 37 have locally elected boards of trustees, one (Chicago) has a locally appointed board of trustees, and one (East St. Louis) has a local board of trustees appointed by the Governor. Thirty-six of the districts have a single college. Three districts are multi-college, with Chicago having nine colleges, Illinois Eastern having four colleges, and Black Hawk having two colleges. With the exception of State Community College of East St. Louis, each district has tax levy authority to provide local support for district operations.

The Mission and Scope

Community colleges have excellence as their principle focus in satisfying the educational needs of the individuals and communities they serve.

Focusing on individual needs requires extensive student and instructional support services designed to analyze individual levels of educational attainment and then to respond with appropriate counseling, placement, and other types of special instructional assistance.

Focusing on community needs requires extensive cooperation with community agencies, organizations, businesses, industries, and educational institutions to identify the needs and address them in a manner which is both educationally and economically sound.

Once educational needs are identified, community colleges provide a broad range of educational programs and services to address them.

Accordingly, the following community college missions, together with their respective scopes which further delineate such missions, are identified.

• Provide Liberal Arts and Sciences Programs: Such programs shall be provided either to prepare students for transfer to four-year colleges and universities or to meet the personal educational goals of individuals throughout their lifetimes.

• Provide Occupational Programs: Such programs shall be vocational, technical, and semi-technical in nature and shall be for the purpose of providing job training, retraining, and/or upgrading of skills to meet both current and emerging local, regional, and state manpower needs.

• Provide Preparatory, Developmental, and Remedial Programs: Such programs shall include adult basic education, General Educational Development, English as a second language, and any other instruction designed to prepare students for successful experiences in postsecondary education.

• Provide Public Service Programs: Such programs shall include community education activities of an instructional nature such as non-credit adult continuing education and hobby/leisure time activities and community service activities which may include workshops, seminars, forums, and enrichment activities.

*Reprinted from general information published by the Illinois Community College Board.
The Illinois Community College Board

The Illinois Community College Board consists of nine members appointed by the Governor and one student member selected by the recognized Student Advisory Committee. Board members are appointed at large for six-year terms. The Chairman of the Board is selected by the Governor. The statutory responsibilities of the Board are planning and coordinating the programs and activities of the public community colleges. All colleges are governed by local boards of trustees.

Illinois Public Community Colleges

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<td>McHenry County College</td>
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### Illinois Public Community Colleges

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Maps
Illinois Public Community Colleges
(Shaded Area Indicates Territory not in a Community College District)

August 1989
Community College District 512

- William Rainey Harper College

- County Boundaries
- Township Boundaries
- Extension Centers
- Universities
- High Schools

*Portions of these communities are included in the district.
Harper College serves the communities of:

- Arlington Heights
- Barrington
- Barrington Hills
- Buffalo Grove*
- Carpentersville*
- Deer Park*
- Des Plaines*
- Elk Grove Village
- Fox River Grove*
- Hanover Park*
- Hoffman Estates
- Inverness
- Lake Barrington
- Mount Prospect
- North Barrington
- Palatine
- Prospect Heights
- Rolling Meadows
- Roselle*
- Schaumburg
- South Barrington
- Tower Lakes
- Wheeling

*Portions of these communities are included in the district.

Total District Population: 495,000
Academic Programs
Transfer Programs

Harper College provides programs of study allowing students to complete requirements for the first two years of a baccalaureate degree. Harper defines these programs as transfer programs. Some examples of major fields of study are as follows:

- Art
- Biological Sciences
- Business Administration
- Communications
- Computer Science
- Education
- Engineering
- Foreign Languages
- Health Education
- Liberal Arts
- Music
- Physical Education
- Recreation
- Science and Mathematics
- Social Science

Career Programs

Harper College offers career/vocational programs. The sequence of courses is designed for individuals who desire to pursue a specific curriculum to prepare them for a particular career. Both associate degree and certificate programs are offered except where indicated.

- Accounting Aide
- Accounting Clerk
- Accounting - Payroll
- Administrative Assistant
- Agricultural Business Technology
- Agricultural Production Management Technology
- Alternate Living Resident Supervisor
- Architectural Technology
- Auto Body Repair and Painting
- Automation Skills
- Automotive Service Excellence
- Automotive Technology
- Aviation Maintenance Technology
- Banking and Savings Association Management
- Banking, Finance and Credit
- Behavioral Medical Assistant
- Biomedical Electronics Technology
- Bread and Pastry Arts
- Building Codes and Enforcement
- Building Construction Technology
- Construction Layout
- Construction Management
- Business Information Management
- CAD Technician
- CAM
- Cardiac Exercise Technology
- Certified Professional Secretary
- Chemical Technology
  - Bio-Tech Option
  - Chem-Tech Option
- Child and Youth Advocacy
- Child Development
- Civil Technology
  - Materials Testing and Inspections
  - Project Inspector
- CNC Technician
- Commercial Art
- Commercial Credit Management
- Criminal Justice
- Culinary Arts
- Data Processing - Computer Operator
- Data Processing - Microcomputers in Business
- Data Processing Technology
- Dental Assisting
- Dental Hygiene
- Dental Laboratory Technology
- Dietetic Technician
- Digital Electronics and Microprocessor Technology
- Electronics Servicing
- Electronics Technology
- Executive Secretarial Development
- Facilities Operation and Engineering
- Fashion Design
- Fashion Merchandising
- Financial Management
- Fire Science Technology
- Floral Design
- Food Manufacturing Technology
- Food Service Management
- Foster Care
- General Office Assistant
- Gerontology
- Graphic Arts
- Graphic Design
- Group Home Care
- Habilitation Aide
- Heating Service
- Horticulture
- Hotel/Motel Management
- Human Services Technology

*These programs are offered through cooperative agreements with other community colleges.

1Certificate program only

2Associate degree program only
Career Programs (continued)

Industrial and Retail Security
Industrial Sales Management and Development
Industrial Building Construction
Industrial Electrician
Industrial Supervision
Industrial Welder
Industrial Work Measurement
Interior Design
International Exporting and Importing
International Marketing
Interpreter Training
Investment Economics and Analysis
Journalism
Juvenile Corrections
Legal Secretary
Legal Technology
Library Technical Assistant
Machine Apprenticeship
Machine Technology Apprenticeship
Machine Tool, Career Advanced Program
Machine Tool Operation
Machine Tool Technology
Machinist
Maintenance Machinist
Marketing/Management
Material Management
Mechanical Drafting
Mechanical Engineering Technology: Automated Manufacturing Option
Mechanical Engineering Option
Mechanical Maintenance Repair
Media
Medical/Dental Secretary
Medical Laboratory Technology
Medical Office Assistant
Medical Record Technology
Medical Transcriptionist
Mental Health Generalist
Microcomputers in Business
Moldmaker
Nuclear Medicine
Nursing
Operating Room Technician
Park and Grounds Operation Management
Personal Banking
Pharmacy Technician
Photography
Physical Therapy Assistant
Plastics
Plastics Processing and Fabricating
Production Engineering Technician
Production Welding
Radiography
Radiologic Technology
Real Estate
Refrigeration and Air Conditioning
Refrigeration Service
Residential Comfort Systems
Respiratory Care
Retail Merchandising
Substance Abuse
Supermarket Management
Supervisory and Administrative Management
Technical Communications
Tool and Moldmaker
Transportation and Traffic Management
Travel and Transportation
Water/Wastewater
Welding
Word Processing Operator

*These programs are offered through cooperative agreements with other community colleges.
1Certificate program only
2Associate degree program only

Continuing Education Programs

The programs offered in Continuing Education and Program Services are an integral part of the Harper College comprehensive educational effort. They are designed to serve as lifelong learning opportunities. Programs are aimed at meeting the educational, cultural and training needs of individuals, business and industry, municipalities, professional and occupational groups. The wide range of offerings covers management training, technical training, psychological and health education needs, as well as fine arts, industrial arts, home economics, and a variety of academic courses.
Continuing Education

I Continuing Education and Program Services Division

Business and Professional Department
Building Inspection
Computer Training
Desk Top Publishing
Faculty Development
Finance Personnel
Library Support Staff
Management Development
Material Management
Office Personnel
Paralegal Legal Updates
Professional Sales Training
Small Business Development
Test Reviews

Personal and Cultural Enrichment Department
Career Enrichment
Clothing Construction
Crafts
Cultural Awareness
Food Preparation
Health and Safety
Home Care and Design
Learning Skills
Mental Health Enhancement
Mini-Getaways
Modern Conversational Languages
Painting and Drawing
Personal Business
Personal Finance
Photography
Real Estate — Home Owner/Seller
Special Technologies
Student Success Seminars

Vocational and Technical Skills Department
Alcohol Awareness
Auto Body
Building Operation and Maintenance
Cargo Transportation
Certified Financial Planning
Construction
Cosmetology
Data Entry
Electronics
Food Service and Hospitality
Manufacturing Processes
Marketing and Sales
Office Skills
Teller Training
Travel and Tourism
Video Production
Waterworks

II Physical Education, Athletics and Recreation Division

Physical Education Department
Aerobics
Dance
Diet & Exercise
Physical Fitness
Sports
Swimming

Human Performance Department
Physical Fitness and Cardiovascular Risk Assessment
Physical Conditioning
Cardiac Rehabilitation
Diabetic Exercise
Weight Management

III Academic Enrichment and Language Studies Division

Women's Program Department
Toward Self-Fulfillment
Understanding Ourselves and Others
Family Living
Expanding Horizons Workshops
Project Turning Point
Family Crisis
Women's History Week

IV Technology, Math and Physical Sciences Division

CAD-CAM Center Department
Three Dimensional CAD
Two Dimensional CAD
Computer Integrated Manufacturing

V Life Science and Human Services Division

Life Science and Human Services Department
Senior Citizens
Nursing
Allied Health
Horticulture
Disciplines and Programs by Division

Academic Enrichment and Language Studies
- Adult Educational Development
- English as a Second Language
- Interpreter Training Program
- Linguistics
- Sign Language
- Women's Program

Learning Assistance Center
- Communications Skills
- English (Developmental)
- Learning Skills (Practical Psychology)
- Reading

Business and Social Science
- Accounting and Business Law
- Anthropology
- Banking, Finance and Credit
- Business Information Management
- Data Processing
- Economics
- Education
- Food Service Management
- Geography
- History
- International Exporting and Importing
- International Marketing
- Journalism
- Legal Technology
- Management
- Marketing
- Material Management
- Microcomputers in Business
- Political Science
- Psychology
- Real Estate
- Secretarial Science
- Sociology
- Word Processing

Continuing Education and Program Services
- Center for Office and Administrative Services
- Center for Real Estate Education
- Center for Small Business Education
- Community Development Education Center
- Community Program
- Extension Program
- Institute for Management Development
- Material and Business Management Center
- Northwest Cardiac Rehabilitation Center
- Northwest Training Center for Vocational, Technical and Professional Skills

Liberal Arts
- Art
- English
- Fashion Design
- Fine Arts
- French
- German
- Humanities

Life Science and Human Services
- Biology
- Child Development
- Criminal Justice
- Dental Hygiene
- Dietetic Technician
- Habilitation Aide
- Human Services
- Nursing
- Operating Room Technician
- Park and Grounds Management/Horticulture
- Pharmacy Technician
- Continuing Education Programs
  - Allied Health
  - Horticulture
  - Nursing
  - Senior Citizens

Physical Education, Athletics and Recreation
- Cardiac Exercise Technology
- Health Education
- Physical Education
- Recreation
- Continuing Education Classes

Technology, Mathematics and Physical Science
- Architectural Technology
- Astronomy
- Automation Skills
- Building Codes and Enforcement
- CAD/CAM Center
- Chemistry
- Digital Electronics and Microprocessor Technology
- Electronics Technology
- Engineering
- Fire Science Technology
- Geology
- Mathematics and Computer Science
- Mechanical Engineering Technology
- Numerical Control
- Physical Science
- Physics
- Refrigeration and Air Conditioning

Student Development
- Humanistic Psychology
- Career Development
- Disabled Student Services
Students
Facts about Harper Students

Did you know that . . .

• The average age of Harper students is 32?

• Sixty-two percent of the students are women?

• Sixty-eight percent of degree credit Harper students work full time while attending Harper, many of them in semi-professional or technical positions?

• Eleven percent of Harper's degree credit students have a bachelor's degree or higher; in continuing education, 50 percent have already achieved a bachelor's degree or higher?

• Schaumburg Township and Barrington High School District show the highest percentage of population enrolled in degree credit programs at Harper?

• Sixty-two percent of Harper's career students become employed full time upon leaving Harper?

• Eventually 82 percent of Harper's baccalaureate oriented alumni will transfer to another college and 69 percent will achieve a bachelor's degree?

• More than one out of every three full-time students will complete an associate degree at Harper?

• The average income of degree credit students who are independent is about $24,500, the average income of parents of dependent students is $51,600, and the average income of continuing education students is $47,000?

• Sixty-six percent of the jobs career alumni hold are closely related to their major field at Harper?

• Approximately two-thirds of Harper career alumni are working within the district, and only 3½ percent are working close to the Chicago Loop?

• More than two-thirds of Harper's degree credit students are part-time students?

• About 44 percent of career graduates are regularly supervising other employees six years after leaving Harper?

• More than half of the students are persuaded to attend Harper by three principal factors? These are recommendations of friends and relatives; ability to enroll in a specific course or program desired; and Harper's convenience.

• Alumni who transfer to another college rate 13 aspects of Harper better than the college they are now attending, and only six areas of their new college better than Harper?
### Harper Student Profile

#### Percent Distribution by Program

<table>
<thead>
<tr>
<th>Year</th>
<th>Baccalaureate</th>
<th>Occupational/Vocational</th>
<th>General Studies</th>
<th>AED and ESL</th>
<th>Credit Free</th>
</tr>
</thead>
<tbody>
<tr>
<td>1985</td>
<td>39.0</td>
<td>30.4</td>
<td>8.5</td>
<td>5.8</td>
<td>16.3</td>
</tr>
<tr>
<td>1986</td>
<td>34.8</td>
<td>27.4</td>
<td>7.8</td>
<td>9.4</td>
<td>20.6</td>
</tr>
<tr>
<td>1987</td>
<td>36.9</td>
<td>25.1</td>
<td>6.6</td>
<td>10.1</td>
<td>21.3</td>
</tr>
<tr>
<td>1988</td>
<td>38.3</td>
<td>24.1</td>
<td>6.1</td>
<td>10.2</td>
<td>21.3</td>
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<tr>
<td>1989</td>
<td>38.8</td>
<td>22.4</td>
<td>4.9</td>
<td>12.0</td>
<td>21.9</td>
</tr>
</tbody>
</table>

#### Percent Distribution by Sex

<table>
<thead>
<tr>
<th>Year</th>
<th>Male</th>
<th>Female</th>
</tr>
</thead>
<tbody>
<tr>
<td>1985</td>
<td>40.4</td>
<td>59.6</td>
</tr>
<tr>
<td>1986</td>
<td>38.3</td>
<td>61.7</td>
</tr>
<tr>
<td>1987</td>
<td>36.9</td>
<td>63.1</td>
</tr>
<tr>
<td>1988</td>
<td>37.2</td>
<td>62.8</td>
</tr>
<tr>
<td>1989</td>
<td>38.4</td>
<td>61.6</td>
</tr>
</tbody>
</table>

#### Percent Distribution by Classload

<table>
<thead>
<tr>
<th>Year</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1985</td>
<td>20.2</td>
<td>79.8</td>
</tr>
<tr>
<td>1986</td>
<td>17.9</td>
<td>82.1</td>
</tr>
<tr>
<td>1987</td>
<td>18.5</td>
<td>81.5</td>
</tr>
<tr>
<td>1988</td>
<td>19.2</td>
<td>80.8</td>
</tr>
<tr>
<td>1989</td>
<td>19.7</td>
<td>80.3</td>
</tr>
</tbody>
</table>

#### Percent Distribution by Age

<table>
<thead>
<tr>
<th>Year</th>
<th>19 and below</th>
<th>20-21</th>
<th>22-25</th>
<th>26-35</th>
<th>36-45</th>
<th>46-55</th>
<th>Over 55</th>
</tr>
</thead>
<tbody>
<tr>
<td>1985</td>
<td>20.6</td>
<td>10.9</td>
<td>14.8</td>
<td>24.9</td>
<td>15.7</td>
<td>7.6</td>
<td>5.5</td>
</tr>
<tr>
<td>1986</td>
<td>17.6</td>
<td>9.5</td>
<td>14.4</td>
<td>26.2</td>
<td>17.0</td>
<td>8.7</td>
<td>6.6</td>
</tr>
<tr>
<td>1987</td>
<td>18.7</td>
<td>9.6</td>
<td>15.5</td>
<td>26.3</td>
<td>16.0</td>
<td>7.6</td>
<td>6.3</td>
</tr>
<tr>
<td>1988</td>
<td>19.3</td>
<td>10.0</td>
<td>14.2</td>
<td>26.2</td>
<td>14.9</td>
<td>7.3</td>
<td>8.1</td>
</tr>
<tr>
<td>1989</td>
<td>19.5</td>
<td>10.0</td>
<td>13.2</td>
<td>25.8</td>
<td>15.9</td>
<td>8.3</td>
<td>7.3</td>
</tr>
</tbody>
</table>

*Includes all credit and non-credit students

### Harper Degree Credit Profile

#### Percent with Bachelor's Degree or Higher Prior to Enrolling at Harper

<table>
<thead>
<tr>
<th>Year</th>
<th>1985</th>
<th>1986</th>
<th>1987</th>
<th>1988</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>11.7</td>
<td>11.8</td>
<td>10.9</td>
<td>11.0</td>
</tr>
</tbody>
</table>

#### Percent Employed Full Time

<table>
<thead>
<tr>
<th>Year</th>
<th>1985</th>
<th>1986</th>
<th>1987</th>
<th>1988</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>64.5</td>
<td>65.7</td>
<td>62.6</td>
<td>68.2</td>
</tr>
</tbody>
</table>

#### Percent Employed as Manager, Executive, or Professional

<table>
<thead>
<tr>
<th>Year</th>
<th>1985</th>
<th>1986</th>
<th>1987</th>
<th>1988</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>13.1</td>
<td>12.6</td>
<td>11.8</td>
<td>12.1</td>
</tr>
</tbody>
</table>
Enrollment

Comparison of 1987, 1988 and 1989 Fall Enrollments by Division

<table>
<thead>
<tr>
<th>Division or Organizational Unit</th>
<th>1987</th>
<th>1988</th>
<th>1989</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Enrichment and Language Studies (includes Women's Program)</td>
<td>775.8</td>
<td>941.3</td>
<td>989.4</td>
</tr>
<tr>
<td>Business and Social Science</td>
<td>2607.9</td>
<td>2682.6</td>
<td>2715.7</td>
</tr>
<tr>
<td>Technology, Math and Physical Science</td>
<td>1390.5</td>
<td>1447.7</td>
<td>1474.1</td>
</tr>
<tr>
<td>Liberal Arts</td>
<td>1653.5</td>
<td>1716.4</td>
<td>1794.4</td>
</tr>
<tr>
<td>Life Science and Human Services</td>
<td>788.2</td>
<td>795.1</td>
<td>848.7</td>
</tr>
<tr>
<td>Physical Education, Athletics and Recreation</td>
<td>265.2</td>
<td>301.6</td>
<td>305.3</td>
</tr>
<tr>
<td>Student Development</td>
<td>46.9</td>
<td>53.0</td>
<td>50.5</td>
</tr>
<tr>
<td>Continuing Education, High School Cooperatives, University Extension</td>
<td>529.7</td>
<td>496.1</td>
<td>506.9</td>
</tr>
<tr>
<td>Totals</td>
<td>8057.7</td>
<td>8433.8</td>
<td>8685.0</td>
</tr>
</tbody>
</table>

Student-Faculty Ratio

<table>
<thead>
<tr>
<th>Fall Credit FTE Students</th>
<th>FTE Faculty</th>
<th>Ratio</th>
</tr>
</thead>
<tbody>
<tr>
<td>1985 7215</td>
<td>335.6</td>
<td>21.5</td>
</tr>
<tr>
<td>1986 7235</td>
<td>352.0</td>
<td>20.6</td>
</tr>
<tr>
<td>1987 7522</td>
<td>443.3</td>
<td>16.9</td>
</tr>
<tr>
<td>1988 7833</td>
<td>495.1</td>
<td>15.8</td>
</tr>
<tr>
<td>1989 8011</td>
<td>363.0</td>
<td>22.1</td>
</tr>
</tbody>
</table>

Transfer and Career Program Enrollment by Divisions

<table>
<thead>
<tr>
<th>Transfer (FTE)</th>
<th>Career (FTE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 1987</td>
<td>Fall 1988</td>
</tr>
<tr>
<td>---------------</td>
<td>--------------</td>
</tr>
<tr>
<td>Academic Enrichment and Language Studies</td>
<td>119.6</td>
</tr>
<tr>
<td>Business and Social Science</td>
<td>1796.3</td>
</tr>
<tr>
<td>Technology, Math and Physical Science</td>
<td>984.2</td>
</tr>
<tr>
<td>Liberal Arts</td>
<td>1521.4</td>
</tr>
<tr>
<td>Life Science and Human Services</td>
<td>364.6</td>
</tr>
<tr>
<td>Physical Education, Athletics and Recreation</td>
<td>107.8</td>
</tr>
<tr>
<td>Continuing Education</td>
<td>0</td>
</tr>
<tr>
<td>Student Development</td>
<td>46.9</td>
</tr>
<tr>
<td>66.6</td>
<td>85.4</td>
</tr>
<tr>
<td>811.6</td>
<td>841.4</td>
</tr>
<tr>
<td>273.9</td>
<td>256.4</td>
</tr>
<tr>
<td>132.1</td>
<td>131.7</td>
</tr>
<tr>
<td>381.3</td>
<td>383.2</td>
</tr>
<tr>
<td>11.6</td>
<td>11.9</td>
</tr>
<tr>
<td>63.2</td>
<td>42.0</td>
</tr>
<tr>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

1Full-Time Equivalent (FTE) is the number of 15-credit hour loads represented by the total number of credit hours for which students are enrolled.
Student Clubs and Organizations

Student clubs and organizations operate under the auspices of the Student Activities Office to serve the special needs and interests of the students. Among the recognized clubs and organizations on campus are:

- Amateur Radio Club
- Association of Legal Students
- Astronomy Club
- Biological Society
- Brothers and Sisters in Christ
- Cheerleaders
- College Bowl
- College Republicans
- Collegiate Illinois Association of the Deaf (CIAD)
- Data Processing Club
- Electronics Club
- Food Service Club
- Future Secretaries Association
- Geology Club
- Harbinger, Student Newspaper
- Harper Theatre
- Harper's Bizarre (Fashion Design)
- International Students Club
- Literature Club
- Newman Association
- Phi Theta Kappa (Honorary Scholastic Society)
- Physics Club
- Point of View literary magazine
- Political Science Club
- Pom Pon Squad
- Program Board
- Psychology Club
- Rhythm & Moves Dance Company
- Science Fiction & Fantasy Club LB #427
- Speech Team
- Spread Eagle Ski Club
- Student Ambassadors
- Student Nurses Club
- Student Senate
- WHCM Radio
- Young Corporate Achievers
College Finances
Funding for Harper

Harper College operating revenue (Education and Building Funds) comes from three major sources: student tuition, local taxes and state apportionment.

Student Tuition

The Board of Trustees annually establishes tuition for credit courses which is limited by law to one-third of the per capita cost. The current resident tuition is $30.00 per semester hour.

Tuition and fees for courses of a non-credit nature (courses which do not lead to a state-approved degree or certificate) cover the cost of instruction. No state or local tax monies are used to support these courses.

For 1989-90, tuition revenue is expected to be $7,440,794 which represents 20.91 percent of Harper College’s operating fund income.

Local Taxes

All real estate property tax in the State of Illinois is used as the basis by which local educational institutions, under the authority of the law, determine the amount of tax revenue that can be made available to them. The tax rate is based on a percentage of the College district’s equalized assessed valuation.

For 1989-90, the anticipated revenue from local taxes is $17,982,514 which represents 49.67 percent of Harper College’s total operating fund income.

State Apportionment

The state funding formula is the method used to channel state money to the individual schools. The formula is cost-based and the money is distributed on the basis of enrolled students. The formula determines how much is needed to operate all the colleges for a year. The resource requirements are determined by using the actual enrollment from the prior two years, the unit cost (how much it cost per student two years past), and an adjustment for inflation in the areas of salaries, utilities, library materials and general costs plus other identified special needs. Then all local tax revenue is subtracted, and the state apportionment is supposed to be the amount remaining.

The bulk of this money is distributed through credit hour grants in seven instructional categories: Baccalaureate, Business, Technical Health, Remedial, and Adult Basic Education/General Studies. The College also receives money for grants to fund programs for disadvantaged students on a credit hour basis.

For 1989-90, state apportionment totals $6,874,783 which represents 19.19 percent of the College’s total operating fund income.

Others

In addition to these major sources, Harper College obtains some revenue from student fees, chargebacks, interest on investments, sales and service fees, various federal and state grants, and corporate tax.

For 1989-90, the total revenue from these sources is $3,664,634 which represents 10.23 percent of the College’s total income.
Harper College Budget

The Budget Process

The budget is more than a statistical tabulation of numbers that show anticipated revenue and expenditures. It is the financial interpretation of the ongoing educational program for one year beginning July 1 and ending June 30.

Budget planning is a continuous process designed to culminate in the development of a budget that accurately expresses the district's educational program for one year.

Evaluation of the budget at the end of a fiscal year must include an appraisal of the educational program and the total operation of the College.

Budget Philosophy

One of the cornerstones of William Rainey Harper College's philosophy is the commitment to involve faculty and students in the development and operation of the College. The sharing of authority requires a commensurate sharing of responsibility by the individuals or groups involved. The advisory role of the faculty and students is limited only by the ability of these groups to analyze problems and present recommendations to the faculty, administration, and Board of Trustees. The basis for this philosophy is the belief that the democratic process will ensure that Harper College continues to evolve as one of the outstanding community colleges in higher education.

Based upon this institutional philosophy, a budget philosophy has been developed that involves the faculty, administration, and cost center managers in the budget formulation and assigns responsibility to those who share in the authority to implement the budget. The following guidelines have been established:

1. The final authority for the adoption of the budget rests with the Board of Trustees and is based upon the recommendation of the President.

2. The President, in consultation with the three vice presidents, is responsible for balancing expenditures for programs within the framework of the budget based on overall institutional goals.

3. The Vice President of Administrative Services is responsible for the formulation, operation, and control of the adopted budget.

4. In order to obtain faculty and cost center manager involvement, the budget has been decentralized along organizational lines. A decentralized budget places responsibility at the operational level for budgetary planning. A given cost center manager is in the best position to set priorities for efficient operation based upon operating experience. As the budget formulation progresses and reductions are made collectively by all concerned in order to balance the budget, each manager becomes familiar with the operation of all cost centers that in total make up the budget. The result is a budget that faculty and cost center managers have agreed upon, can understand and therefore can support. Thus, budget formulation proceeds along organizational lines until it is legally adopted by the Board of Trustees.

5. While the business office is responsible for the overall control of the budget, individual cost centers are responsible for their estimates and subsequent expenditures. All expenditures initiated by individual cost centers must receive approval through organizational lines of authority.

6. All expenditures must conform to the policies of the Board of Trustees.
The Budget Cycle

The budgetary cycle consists of the evolution, implementation, and evaluation of the budget. This cycle can be outlined as follows:

1. Preparation — A cost center function
2. Presentation — An administrative function
3. Adoption and Authorization — A Board of Trustees function
4. Administration and Implementation — A cost center and administrative function
5. Evaluation — A combined administrative and Board of Trustees function.

Budget Funds

For the purpose of carrying out the entire educational program of the College, the Board of Trustees, in accordance with the law, has established funds for operation. A fund may be defined simply as a sum of money segregated for the purpose of carrying on specific activities or attaining certain objectives. Each fund is a completely separate entity that must maintain its own financial integrity without permanent assistance from another fund.

The two most important funds in the budget are the Education Fund and the Operations and Maintenance Fund. These two funds represent the Operating Funds for Harper College.

A. Education Fund

The Education Fund budget is the largest and most important operating budget for the College. This fund is established for the purpose of financing the cost of the academic and service programs. It finances the cost of instructional, administrative and professional salaries, supplies and equipment, library books, materials, maintenance of instructional and administrative equipment, and other costs pertaining to the educational program. This fund is currently limited to a local property tax rate of 17.5 cents per $100 of equalized assessed valuation.

The major sources of revenue for this fund are local taxes, state apportionment and tuition and fees.

The expenditures for this fund are categorized according to the following function and object:

<table>
<thead>
<tr>
<th>Function</th>
<th>Object</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instruction</td>
<td>Salaries</td>
</tr>
<tr>
<td>Academic Support</td>
<td>Employee Benefits</td>
</tr>
<tr>
<td>Student Services</td>
<td>Contractual Services</td>
</tr>
<tr>
<td>Public Service</td>
<td>Materials and Supplies</td>
</tr>
<tr>
<td>General Administration</td>
<td>Meetings Expense</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>Fixed Charges</td>
</tr>
<tr>
<td></td>
<td>Capital Outlay</td>
</tr>
<tr>
<td></td>
<td>Other</td>
</tr>
<tr>
<td></td>
<td>Provision for Contingency</td>
</tr>
</tbody>
</table>

B. Operations and Maintenance Fund

The Operations and Maintenance Fund budget provides for the operation and maintenance of the physical plant. This fund is established for the purpose of maintaining and improving existing buildings and grounds as well as the fixtures and equipment which are a permanent part of the buildings and grounds. This fund is currently limited to a tax rate of 7.5 cents per $100 of equalized assessed valuation.
The sources of revenue for this fund are local taxes and state apportionment.

The expenditures for this fund are categorized according to the following function and object:

<table>
<thead>
<tr>
<th>Function</th>
<th>Object</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maintenance</td>
<td>Salaries</td>
</tr>
<tr>
<td>Custodial</td>
<td>Employee Benefits</td>
</tr>
<tr>
<td>Roads and Grounds</td>
<td>Contractual Services</td>
</tr>
<tr>
<td>Public Safety</td>
<td>Materials and Supplies</td>
</tr>
<tr>
<td>Receiving and Transportation</td>
<td>Vehicle and Travel</td>
</tr>
<tr>
<td>Utility</td>
<td>Fixed Charges</td>
</tr>
<tr>
<td>Administration</td>
<td>Utilities</td>
</tr>
<tr>
<td>Institutional</td>
<td>Capital Outlay</td>
</tr>
<tr>
<td></td>
<td>Other</td>
</tr>
<tr>
<td></td>
<td>Contingency</td>
</tr>
</tbody>
</table>

C. Other existing budget funds at Harper College are as follows:

Audit Fund
Auxiliary Enterprises Fund
Bond and Interest Fund
Liability, Protection and Settlement Fund
Operations and Maintenance Fund (Restricted)
Restricted Purposes Fund
Trust and Agency Fund
Working Cash Fund
Education Fund Budget 1989-90
Estimated Revenue

- Replacement Corporate Personal Property Tax (1.0%)
- State Government Sources (24.2%)
- Local Government Sources (43.2%)
- Student Tuition & Fees (26.9%)
- Other Sources (4.8%)
Education Fund Budget 1989-90
Expenditures

- Materials & Supplies (7.4%)
- Contractual Services (4.1%)
- Meeting Expense (0.8%)
- Capital & Other (4.4%)
- Contingency (2.6%)
- Fixed Charges (1.4%)

Salaries & Benefits (79.2%)
Operations and Maintenance Fund Budget 1989-90

Estimated Revenue

- Interest on Investments (5.6%)
- Student Fees and Other (1.3%)
- Replacement Corporate Personal Property Tax (2.1%)
- State Government Sources (4.3%)
- Local Government Sources (84.6%)
- Other (2.1%)
Operations and Maintenance Fund Budget  1989-90

Expenditures

- Materials and Supplies (10.3%)
- Contractual Services (5.4%)
- Capital and Other (7.0%)
- Contingency (4.1%)
- Salaries and Benefits (49.6%)
- Utilities and Fixed Charges (23.6%)
Organizational Structure and Staff
Organization Chart
Office of the President
1989-90

President

Executive Assistant to the President

Vice President Administrative Services

Vice President Academic Affairs

Vice President Student Affairs

Director Development and External Affairs

Director College Relations
Organization Chart
Office of Academic Affairs
1989-90

Vice President
Academic Affairs

Dean
Curriculum
Development

Dean
Learning
Resources

Director
Academic
Computing

Dean
Liberal Arts

Director
Planning
and
Research

Dean
Business
and
Social Science

Dean
Life Science
and
Human Services

Director
Nursing

Dean
Physical
Education,
Athletics
and Recreation

Director
Human
Performance
Laboratory

Dean
Technology,
Math and
Physical
Science

Dean
Continuing
Education and
Program
Services

Dean
Academic
Enrichment and
Language
Studies

Director
Learning
Assistance
Center
Organization Chart
Office of Administrative Services
1989-90

Vice President
Administrative Services

Dean
Business Services
and Finance

Bookstore
Purchasing
Accounting
Burser
Food Service

Director Personnel

Public Safety

Director Physical Plant

Operations and Maintenance

Publications and Communication Services

Typesetting/Word Processing
Editorial
Graphics
Photography
Print Shop
Mail Center
General Administration

Paul N. Thompson, President
David L. Williams, Vice President of Academic Affairs
Vernon F. Manke, Vice President of Administrative Services
Bonnie Henry, Vice President of Student Affairs
Felice P. Avila, Executive Assistant to the President
Raymond F. Devery, Director of Development and External Affairs
Elaine N. Stoermer, Director of College Relations

Academic Affairs

Charles T. Harrington, Dean of Instruction
George H. Voegel, Dean of Curriculum Development
Patricia G. Bourke, Dean of Life Science and Human Services
George Dorner, Dean of Technology, Mathematics, and Physical Science
Alfred A. Dunikoski, Dean of Learning Resources
John A. Gelch, Dean of Physical Education, Athletics and Recreation
William R. Howard, Dean of Continuing Education and Program Services
Thomas Johnson, Dean of Business and Social Science
Elizabeth McKay, Dean of Academic Enrichment and Language Studies
Martin J. Ryan, Dean of Liberal Arts
Judith Dincher, Director of Nursing
Willard Hoffman, Director of Human Performance Laboratory
Lawrence Haffner, Director of Academic Computing
John A. Lucas, Director of Planning and Research
Lee Vogel, Director of Learning Assistance Center

Administrative Services

Victor E. Berner, Dean of Business Services and Finance
Larry M. Bielawa, Director of Personnel
Donald De Biase, Director of Physical Plant

Student Affairs

Steven J. Catlin, Dean of Admissions and Registrar
Joan Kindle, Dean of Student Development
Bruce Bohrer, Director of Admissions
Arthur L. Bowers, Director of Computer Services
Russell S. Mills, Director of Placement Services
Jeanne A. Pankanin, Director of Student Activities
Frank J. Solano, Director of Financial Aid and Veterans Affairs
Fred A. Valsvil, Director of Career and Employment Services
Number of Employees

<table>
<thead>
<tr>
<th>Category</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrators</td>
<td>33</td>
</tr>
<tr>
<td>Full-time Faculty</td>
<td>198</td>
</tr>
<tr>
<td>Full-time Staff</td>
<td>329</td>
</tr>
<tr>
<td>Part-time Faculty</td>
<td>610</td>
</tr>
<tr>
<td>Part-time Staff</td>
<td>92</td>
</tr>
<tr>
<td>Total</td>
<td>1,262</td>
</tr>
</tbody>
</table>

Harper College Staff Organizations

Faculty Senate

President, Roger Mussell  
Vice President, Ray Moehrlin  
Secretary, Diane Callin  
Treasurer, Gerald Mellenthin  
Grievance Chairperson, George Evans

Classified Employee Council

Chairperson, Jean Hoffman  
Vice Chairperson, Mary Polniaszek  
Secretary, Lorel Kelson  
Representatives: Teresa Bachara  
Betty Cords  
Charlene Christin  
Paula Long  
Bill Neumann
### Faculty
#### Fall 1989

**Number of Faculty by Division/Area**

<table>
<thead>
<tr>
<th>Division/Area</th>
<th>Courses</th>
<th>Full-Time Faculty</th>
<th>Full-Time Equivalent Part-Time Faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Enrichment and Language Studies</td>
<td>84</td>
<td>15</td>
<td>42.3</td>
</tr>
<tr>
<td>Business and Social Science</td>
<td>266</td>
<td>46</td>
<td>60.0</td>
</tr>
<tr>
<td>Liberal Arts</td>
<td>151</td>
<td>43</td>
<td>52.8</td>
</tr>
<tr>
<td>Continuing Education and Program Services</td>
<td></td>
<td></td>
<td>33.0</td>
</tr>
<tr>
<td>Learning Resources Center</td>
<td></td>
<td>6</td>
<td>2.8</td>
</tr>
<tr>
<td>Life Science and Human Services</td>
<td>68</td>
<td>32</td>
<td>22.9</td>
</tr>
<tr>
<td>Physical Education, Athletics and Recreation</td>
<td>40</td>
<td>6</td>
<td>3.4</td>
</tr>
<tr>
<td>Student Development</td>
<td>2</td>
<td>16</td>
<td>3.0</td>
</tr>
<tr>
<td>Technology, Mathematics and Physical Science</td>
<td>182</td>
<td>34</td>
<td>29.1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>793</td>
<td>198</td>
<td>249.3</td>
</tr>
</tbody>
</table>

**Degrees of Full-Time Faculty by Division/Area**

<table>
<thead>
<tr>
<th>Division/Area</th>
<th>Master's Degree</th>
<th>Doctorate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Enrichment and Language Studies</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Business and Social Science</td>
<td>36</td>
<td>6</td>
</tr>
<tr>
<td>Liberal Arts</td>
<td>24</td>
<td>16</td>
</tr>
<tr>
<td>Learning Resource Center</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Life Science and Human Services</td>
<td>20</td>
<td>5</td>
</tr>
<tr>
<td>Physical Education, Athletics and Recreation</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Student Development</td>
<td>10</td>
<td>5</td>
</tr>
<tr>
<td>Technology, Mathematics and Physical Science</td>
<td>26</td>
<td>7</td>
</tr>
</tbody>
</table>
Services and Facilities
Service and Information Directory

**College Hours**  
*Business Hours:* Offices are open for business Monday through Friday from 8:00 to 4:30 pm. The Registrar’s and Business Offices are open from 8:00 am until 9:00 pm Monday through Thursday, from 8:00 am until 4:30 pm on Friday and from 9:00 am until 12:00 noon on Saturday. Operating hours may differ during summer and vacation periods.

*Class Hours:* Classes are scheduled Monday through Friday from 7:00 am until 11:00 pm and on Saturday from 7:00 am until 1:30 pm. The campus is closed on Saturday afternoon and Sunday.

---

**Academic Regulations**  
Dean of Instruction  
D129, extension 2290

---

**Admissions/Applications**  
Admissions Office  
C101, extension 2506

---

**Affirmative Action**  
Personnel Specialist  
A319, extension 2216, 2217

---

**Box Office**  
J137, extension 2547, 2549

---

**Career/Life Planning Center**  
A347, extension 2220

---

**CAD/CAM Center**  
H209a, extension 2296  
397-1640

---

**Cardiac Rehabilitation**  
Northwest Cardiac Rehabilitation Center  
M215, extension 2486

---

**Cashier**  
Business Office  
A214, extension 2439, 2497, 2478

---

**Center for New Students**  
F132, extension 2208

---

**Child Care Service, Child Learning Center**  
I131, extension 2262 (office I129)

---

**College Newspaper Harbinger**  
A367, extension 2460, 2461

---

**Continuing Education Non-Credit Offerings**  
CE Admissions  
C101, extension 2410, 2412, 2301

---

**Community Counseling Center**  
I117, extension 2577

---

**Counseling**  
Community Counseling Center  
I117, extension 2577

---

**Student Development Faculty in Student Development Centers**  
A347, I117, and D142, and Health Services, A362, extension 2340

---

**Credits or Graduation Requirements**  
Registrar’s Office  
A213, extension 2600 & Student Development Faculty

---

**Disabled Student Services**  
D119, extension 2266

---

**Dropping and Adding Courses**  
Student Development Faculty in Student Development Centers, A347, I117 and D142  
Registrar’s Office  
A213, extension 2500

---

**Educational Foundation**  
Ray Devery, Executive Director  
A323b, extension 2490

---

**Employment**  
Personnel Department  
A322, extension 2216

---

**Faculty Senate**  
A152, extension 2960

---

**Full- or Part-Time Work**  
Harper Placement Office  
A347, extension 2720

---

**Friends of Harper**  
College Relations Office  
A312, extension 2230

---

**Grade Reports**  
Registrar’s Office  
A213, extension 2502

---

**Grants**  
Ray Devery, Director of Development  
A323b, extension 2490

---

**Health Services**  
A362, extension 2340

---

**Hearing Impaired Support Services**  
D119, Voice — extension 2267  
TTY-397-7600
Insurance
Personnel Department
A320, extension 2216, 2217

Intercollegiate Athletics
Coordinator, Men's Athletics
M215, extension 2466, 2467
Coordinator, Women’s Athletics
M214, extension 2466, 2467

Learning Assistance Center
F119, extension 2715

Library
Library Chairperson
F215, extension 2585

Intramurals
Coordinator of Intramurals
M222, extension 2466, 2467

Lost and Found Items
Public Safety Office
B101, extension 2330, 2491

Northeast Center
1375 South Wolf Road
Prospect Heights, IL 60070
537-8660

Parking and Public Safety
Public Safety Office
B101, Non-Emergency, extension 2330
Emergency only, extension 2211
Medical Parking Permits, Health Services
A362, extension 2340

Payroll
Business Office
A201, extension 2228

Permission to Carry More than 18 Hours
Dean of Instruction/Dean of Admissions and Registrar
D129, extension 2290 or Registrar’s Office, A212, extension 2304

Placement Office
A347, extension 2720

Program Board
Student Activities Office
A336, extension 2274, 2242

Purchasing
Business Office
A217, extension 2222, 2205

Scholarships, Loans or Other Financial Aids
Financial Aid Office
A364, extension 2248, 2249

Section 504 of the Rehabilitation Act of 1973 — Compliance Officer
Dean of Academic Enrichment and Language Studies
F130, extension 2261

Student Activities Registration and Activities Calendar
Student Activities Office
A336, extension 2243

Student Activity Cards
Business Office
A214, extension 2439, 2497

Student Clubs and Organizations
Student Activities Office
A336, extension 2242

Student Complaints/Grievances
Vice President of Student Affairs
A317, extension 2360

Student Government
Student Senate Office
A332, extension 2244 or Student Activities Office
A336, extension 2243

Telecourses
1112, extension 2430, 2550

Testing Information
Assessment and Testing Center
A148, extension 2541

Transcript of Your Credits
Registrar’s Office
A213, extension 2503

Transfer from Another College
Student Development Faculty or Registrar’s Office
A213, extension 2600
Service and Information Directory (Continued)

Transfer Scholarships
Financial Aid Office
A364, extension 2248

Tuition and Fee Payment
Business Office
A214, extension 2439, 2497, 2478

Tuition Refund Request
Registrar’s Office
A213, extension 2501
Medical Reasons, Health Services
A362, extension 2340

Tutoring Service
F132, extension 2539

Veterans’ Affairs
A364, extension 2254, 2387

Vocation or Job Selection
Harper Career/Life Planning Center
A347, extension 2220
Harper Placement Office
A347, extension 2720
Student Development Faculty in
Student Development Centers
A347, 1117 and D142

Withdrawal from College
Student Development Faculty in
Student Development Centers
A347, 1117 and D142,
and Registrar’s Office
A213, extension 2500
Medical Withdrawal, Health Services
A362, extension 2340

Women’s Program
P124, extension 2560

Word Processing
A147, extension 2442
## Staffing and Services

<table>
<thead>
<tr>
<th>Office</th>
<th>Extension</th>
<th>Monday through Thursday</th>
<th>Friday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Enrichment and Language Studies</td>
<td>2204</td>
<td>8:00 am to 4:30 pm</td>
<td>8:00 am-4:30 pm</td>
<td></td>
</tr>
<tr>
<td>Admissions</td>
<td>2206</td>
<td>8:00 am to 8:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td>9:00 am to 12:00 pm</td>
</tr>
<tr>
<td>Adult Educational Development</td>
<td>2223</td>
<td>8:00 am to 8:30 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>Bookstore</td>
<td>2275</td>
<td>7:45 am to 7:00 pm</td>
<td>7:45 am to 4:30 pm</td>
<td>9:00 am to 12:00 pm</td>
</tr>
<tr>
<td>Box Office</td>
<td>2547</td>
<td>10:00 am to 7:00 pm</td>
<td>10:00 am to 4:30 pm</td>
<td>10:00 am to 1:00 pm</td>
</tr>
<tr>
<td>Business Office</td>
<td>2439</td>
<td>8:00 am to 8:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td>9:00 am to 12:00 pm</td>
</tr>
<tr>
<td>BUS/SS Division</td>
<td>2311</td>
<td>8:00 am to 9:00 pm</td>
<td>8:00 am to 4:00 pm</td>
<td></td>
</tr>
<tr>
<td>CAD/CAM Center</td>
<td>2996</td>
<td>8:00 am to 4:30 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>Career Planning Center</td>
<td>2220</td>
<td>8:00 am to 8:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>(Student Development — A)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Child Learning Center Office</td>
<td>2262</td>
<td>7:15 am to 4:45 pm</td>
<td>7:15 am to 4:45 pm</td>
<td></td>
</tr>
<tr>
<td>Community Counseling</td>
<td>2577</td>
<td>8:00 am to 4:00 pm</td>
<td>8:00 am to 4:00 pm</td>
<td></td>
</tr>
<tr>
<td>CE/PS Division</td>
<td>2591</td>
<td>8:00 am to 9:00 pm</td>
<td>8:00 am to 9:00 pm</td>
<td>8:00 am to 1:00 pm</td>
</tr>
<tr>
<td></td>
<td>2592</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2593</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dental Hygiene Clinic</td>
<td>2534</td>
<td>8:00 am to 4:30 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>Disabled Student Services</td>
<td>2266</td>
<td>8:00 am to 4:30 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>English as a Second Language</td>
<td>2226</td>
<td>8:00 am to 9:00 pm</td>
<td>8:00 am to 4:30 pm</td>
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</tr>
<tr>
<td>Financial Aid Veterans’</td>
<td>2248</td>
<td>8:00 am to 8:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td>9:00 am to 12:00 pm</td>
</tr>
<tr>
<td></td>
<td>2254</td>
<td></td>
<td></td>
<td>(Alternate Saturdays)</td>
</tr>
<tr>
<td>Game Room</td>
<td></td>
<td>9:00 am to 8:00 pm</td>
<td>9:00 am to 2:00 pm</td>
<td></td>
</tr>
<tr>
<td>Health Service</td>
<td>2340</td>
<td>8:00 am to 9:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>Information Center</td>
<td>2292</td>
<td>7:30 am to 8:30 pm</td>
<td>7:30 am to 8:30 pm</td>
<td>8:30 am to 11:30 am</td>
</tr>
<tr>
<td>Institutional Research</td>
<td>2263</td>
<td>8:00 am to 10:00 pm</td>
<td>8:00 am to 10:00 pm</td>
<td></td>
</tr>
<tr>
<td>Learning Assistance Center</td>
<td>2715</td>
<td>8:00 am to 4:30 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>Liberal Arts Division</td>
<td>2285</td>
<td>8:00 am to 8:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
</tbody>
</table>
### Staffing and Services (continued)

<table>
<thead>
<tr>
<th>Office</th>
<th>Extension</th>
<th>Monday through Thursday</th>
<th>Friday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Library:</td>
<td>2551</td>
<td>8:00 am to 10:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td>9:00 am to 3:30 pm</td>
</tr>
<tr>
<td>Media Desk</td>
<td></td>
<td></td>
<td></td>
<td>Sunday: 1:00-5:00 pm</td>
</tr>
<tr>
<td>Print</td>
<td>2584</td>
<td>8:00 am to 10:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td>9:00 am to 3:30 pm</td>
</tr>
<tr>
<td>Circulation</td>
<td></td>
<td></td>
<td></td>
<td>Sunday: 1:00-5:00 pm</td>
</tr>
<tr>
<td>LS/HS Division</td>
<td>2523</td>
<td>8:00 am to 4:30 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>New Student Center</td>
<td>2208</td>
<td>8:00 am to 8:00 pm</td>
<td>8:00 am to 4:00 pm</td>
<td></td>
</tr>
<tr>
<td>(Student Development — F)</td>
<td></td>
<td>(Monday-Wednesday)</td>
<td>(Thursday, Friday)</td>
<td></td>
</tr>
<tr>
<td>Northeast Center</td>
<td>537-8660</td>
<td>8:00 am to 8:00 pm</td>
<td>8:00 am to 4:00 pm</td>
<td></td>
</tr>
<tr>
<td>Nursing Lab</td>
<td>2538</td>
<td>9:00 am to 5:00 pm</td>
<td>9:00 am to 5:00 pm</td>
<td>9:00 am to 1:00 pm</td>
</tr>
<tr>
<td>(Student Development — D)</td>
<td></td>
<td>(Monday-Wednesday)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Registrar's Office</td>
<td>2720</td>
<td>8:00 am to 8:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td>9:00 am to 12:00 pm</td>
</tr>
<tr>
<td>Student Activities</td>
<td>2502</td>
<td>8:00 am to 8:00 pm</td>
<td>8:00 am to 4:30 pm</td>
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</tr>
<tr>
<td>Student Development — D</td>
<td>2393</td>
<td>8:15 am to 4:30 pm</td>
<td>8:15 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>Student Development — I</td>
<td>2522</td>
<td>8:00 am to 8:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>T M/P S Division</td>
<td>2374</td>
<td>8:00 am to 8:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td>9:00 am to 12:00 pm</td>
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<tr>
<td>Testing</td>
<td>2541</td>
<td>8:00 am to 8:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td>Special Arrangements</td>
</tr>
<tr>
<td>(By Appointment)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tutoring Center</td>
<td>2539</td>
<td>8:30 am to 9:00 pm</td>
<td>8:30 am to 4:30 pm</td>
<td></td>
</tr>
</tbody>
</table>
Campus Buildings

Capital funds for the College buildings were provided through a combination of General Assembly appropriations and local construction bond issues approved by the district voters in April of 1966. By 1969, 45 percent of the construction master plan was completed. Harper College opened its doors to 5,400 students at the Palatine campus in the fall of that year.

Subsequent buildings were constructed as state appropriations were made available. The physical education center (Building M) was funded through local bond issues approved in a 1975 referendum.

<table>
<thead>
<tr>
<th>Buildings</th>
<th>Acceptance Dates</th>
<th>Values*</th>
<th>Gross Square Feet</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>1969</td>
<td>$9,900,000</td>
<td>132,260</td>
</tr>
<tr>
<td>B</td>
<td>1969</td>
<td>1,500,000</td>
<td>13,700</td>
</tr>
<tr>
<td>(B Addition accepted 1984)</td>
<td></td>
<td>356,000</td>
<td>9,200</td>
</tr>
<tr>
<td>C</td>
<td>1969</td>
<td>1,800,000</td>
<td>23,900</td>
</tr>
<tr>
<td>D</td>
<td>1969</td>
<td>10,430,450</td>
<td>118,130</td>
</tr>
<tr>
<td>(D Addition accepted 1974; Academic Computing Center accepted 1985)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E</td>
<td>1969</td>
<td>1,000,000</td>
<td>13,000</td>
</tr>
<tr>
<td>F</td>
<td>1969</td>
<td>7,600,000</td>
<td>102,000</td>
</tr>
<tr>
<td>G</td>
<td>1977</td>
<td>1,900,000</td>
<td>19,500</td>
</tr>
<tr>
<td>H</td>
<td>1977</td>
<td>3,800,000</td>
<td>62,500</td>
</tr>
<tr>
<td>I</td>
<td>1980</td>
<td>3,600,000</td>
<td>44,600</td>
</tr>
<tr>
<td>J</td>
<td>1980</td>
<td>3,600,000</td>
<td>47,300</td>
</tr>
<tr>
<td>M</td>
<td>1980</td>
<td>8,100,000</td>
<td>97,100</td>
</tr>
<tr>
<td>P</td>
<td>1974</td>
<td>1,800,000</td>
<td>26,800</td>
</tr>
<tr>
<td>T</td>
<td>1973</td>
<td>407,000</td>
<td>6,000</td>
</tr>
<tr>
<td>U</td>
<td>1974</td>
<td>420,000</td>
<td>6,000</td>
</tr>
<tr>
<td>V (Includes two Greenhouses)</td>
<td>1975</td>
<td>375,000</td>
<td>12,000</td>
</tr>
<tr>
<td>Total:</td>
<td>15 buildings</td>
<td>$56,588,450</td>
<td>733,990</td>
</tr>
</tbody>
</table>

*Replacement cost estimate
Auxiliary Organizations
The Harper College Educational Foundation was established in 1973 as a non-profit organization to provide additional funding for the College. Its members are appointed by the Foundation Board, and the appointments are confirmed by the Harper College Board of Trustees. The Foundation works within the framework of goals approved by the elected Board of Trustees, which provides coordinating services for the Foundation.

The purpose of the Foundation is to support the educational mission of the College, specifically to:

1. Assist the College in providing broader educational opportunities for students, alumni, district residents and employers;

2. Acquire and administer additional assets for the College;

3. Encourage corporations, foundations and individuals to provide gifts, scholarships, grants or bequests of money or property;

4. Foster development of special instruction, research and cultural programs which cannot be funded through the operating budget of the College; and

5. Act in a fiduciary capacity to carry out any of the foregoing purposes.

1989-90
Harper College Educational Foundation Board of Directors

Officers:

R. James Harring, President
Retired Corporate Vice President
Motorola, Inc.

Don Barrington, President-elect
Director, Human Resource Development
Northrop Corporation

John A. Hug, Immediate Past President
Partner
Peat, Marwick, Main and Company

Dr. Paul N. Thompson, Vice President
President
Harper College

Raymond F. Devery, Secretary and Executive Director
Harper College Educational Foundation

Robert W. Rogers, Treasurer
General Manager
Hewlett-Packard

Kris Howard, Trustee Liaison
Norval B. Stephens, Jr., Past Director Liaison
President
Norval Stephens

Members:

Daniel E. Bauman
President and Editor
The Daily Herald

David J. Berger
President
Berger Enterprises, Inc.

Barbara S. Cohen

Kenneth J. Easton
Partner
Easton & Associates

Sally H. Fairweather
Co-owner/Director
Fairweather Hardin Gallery

Thomas J. Godfrey, Jr.
Senior Partner
Hoogendorn, Talbott, Davids, Godfrey and Milligan

James E. Goodwin
Senior Vice President/Services Planning
United Airlines, Inc.

Robert L. Hanson
Retired Vice President
Acco International, Inc.

Robin M. Hoffer, D.D.S.
Dentist

William J. Kern, Jr.
Senior Vice President, Operations
Pepper Construction Company

Gerald J. McConnell
President
Multigraphics

Dudley A. Powell
Assistant Vice President — Human Resources
Allstate

James C. Riley
President
Old Kent Bank — Northwest

Jerry Roseland
Vice President and Director
of Corporate Financial Planning
Motorola, Inc.

William E. Simpson
Secretary-Treasurer
645 Electronics Distributors Corporation

Rev. John R. Sternberg
Pastor
St. Peter Lutheran Church

T. Stephen Thompson
President
Amersham Corporation

Dan T. Thomson
President
Cooper Lighting
The Friends of Harper is a non-profit support organization which conducts various projects to increase awareness of the College in the community. Membership is open to any individual or group interested in furthering the mission of Harper College. Members also apprise the College Relations Director of concerns and suggestions from residents in the 23 communities served by the College.

The organization is governed by a board of directors elected from the membership to represent each township in the College district. The Harper College Board of Trustees provides coordinating services for the Friends of Harper organization.

### 1989-90
**Friends of Harper Board of Directors**

<table>
<thead>
<tr>
<th>Officers:</th>
<th>Directors-at-Large</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sam Oliver, President</td>
<td>Bonnie Campbell</td>
</tr>
<tr>
<td>Barrington</td>
<td>Barrington Township</td>
</tr>
<tr>
<td>Judy Kating, Vice President</td>
<td>Don Torisky</td>
</tr>
<tr>
<td>Rolling Meadows</td>
<td>Barrington Township</td>
</tr>
<tr>
<td>Nancy Murtaugh, Secretary</td>
<td>Jeanette Muench</td>
</tr>
<tr>
<td>Inverness</td>
<td>Cuba Township</td>
</tr>
<tr>
<td>Florence Vogel, Treasurer</td>
<td>Eleanor Sweet</td>
</tr>
<tr>
<td>Arlington Heights</td>
<td>Cuba Township</td>
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<td></td>
<td>Fred Barr</td>
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<td></td>
<td>Palatine Township</td>
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<td></td>
<td>Amy Fremgen</td>
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<td>Palatine Township</td>
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<td></td>
<td>Robert Serafin</td>
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<td></td>
<td>Palatine Township</td>
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<td></td>
<td>Betsy Armistead</td>
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<td>Schaumburg Township</td>
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<td></td>
<td>Noreen Burgeson</td>
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<td>Madeline Gallieji</td>
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<td>Gerry Helizon</td>
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<td>Joyce Rodgers</td>
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<td>Judy Williams</td>
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<td></td>
<td>Sarah Born</td>
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<td></td>
<td>Wheeling Township</td>
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<td></td>
<td>Irvana Wilks</td>
</tr>
<tr>
<td></td>
<td>Wheeling Township</td>
</tr>
</tbody>
</table>

Officers:
- Sam Oliver, President
- Barrington
- Judy Kating, Vice President
- Rolling Meadows
- Nancy Murtaugh, Secretary
- Inverness
- Florence Vogel, Treasurer
- Arlington Heights

Directors:
- Donna Joy
- Women's Program Representative
- Martha Loss
- Co-Editor, Newsletter
- Susanna Orzech
- Liaison, Board of Trustees
- Tom Rivera
- Business and Industry
  - Representative
- Kathy Roach
- Alumni Representative
- Florence Sorokin
- Senior Citizen Representative
- and Co-Editor, Newsletter
- Rev. John Sternberg
- Liaison, Educational Foundation
- Dr. Paul Thompson
- President, Harper College
- Elaine Stoermer
- Director of College Relations
- Harper College

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