

WILLIAM RAINEY HARPER COLLEGE
34 West Palatine Road
Palatine, Illinois 60067

AGENDA
April 11, 1968

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
- IV. Approval of Disbursements
 - A. Bills Payable
 - B. Construction Payouts
 - C. Payroll, March 15-31, 1968
 - D. Supplemental Part-time Teachers' Payroll, Feb. 5 to March 15, 1968
 - E. Estimated Payroll, April 16-May 15, 1968
- V. Communications
- VI. Unfinished Business
 - A. Report on Payroll Disbursements of March 28, 1968, meeting.
- VII. New Business
 - A. Election Resolution (to be hand-carried to meeting).
 - B. Recommendation - Staff (to be hand-carried to meeting).
 - C. Other
- VIII. President's Report
- IX. Adjournment - Meeting adjourned to April 18, 1968--
Canvassing Election.

WILLIAM RAINEY HARPER COLLEGE
BOARD OF JUNIOR COLLEGE DISTRICT 512
COUNTIES OF COOK, KANE, LAKE, AND McHENRY, STATE OF ILLINOIS

Minutes of the Regular Board Meeting of Thursday, April 11, 1968

CALL TO ORDER: The regular meeting of the Board of Junior College District No. 512 was called to order at 8:17 p.m., March 28, 1968, at the Harper College Data Processing Center, 1200 West Algonquin Road, Palatine, Illinois, by Chairman Haas.

ROLL CALL: Present: John Haas, James Hamill, Milton Hansen, Roy Hutchings and Jessalyn Nicklas

Absent: Richard Johnson and John Kuranz

Also present: Dr. Robert E. Lahti, John Birkholz, Donald Collins, William Mann, T. R. McCabe, Robert Powell, J. Thompson, John Upton, Frank Vandever, Harper College; Frank Hines, Board Attorney; Betsy Brooker, Day Publications; Kathy Gosnell, Paddock Publications; Ralph P. Klatt, Des Plaines Suburban Times.

MINUTES: Member Hamill moved and Member Hansen seconded the motion to approve the minutes of the Regular Board Meeting of Thursday, March 28, 1968. Motion carried unanimously.

APPROVAL OF DISBURSEMENTS: Member Kuranz entered the meeting at 8:20 p.m. Member Hansen moved and Member Hamill seconded the motion to approve for payment the Bills Payable as of April 11, 1968, as follows:

Educational Fund	\$14,580.68
Building Fund	12,831.05
Site & Construction	<u>4,921.64</u>
	<u>\$32,333.37</u>

and the payroll of March 15 through March 31, 1968, in the amount of \$45,065.92; the Supplemental Part-time Teachers' Payroll of February 5 through March 15, 1968, in the amount of \$1,275.00; the Estimated Payroll Expenditures of April 16 through May 15, 1968, in the amount of \$116,000.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen, Hutchings, Kuranz and Nicklas

Nays: None

APPROVAL OF
DISBURSEMENTS:
(Cont.)

Member Hamill moved and Member Hutchings seconded the motion to authorize W. J. Mann, Dean of Business, to approve the following construction payouts:

H. S. Kaiser Company \$35,599.26
Corbetta Construction Co. 238,963.50

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen, Hutchings,
Kuranz and Nicklas

Nays: None

Member Hamill moved to authorize change order #5 for Corbetta Construction Company on the Power Plant Addition in the amount of \$103,135.00.

Member Hutchings called attention to the minutes of March 19, 1968, in which this change order had been authorized. Member Hamill withdrew his motion.

Mr. Mann explained that he felt it should be stated in the official minutes that this is change order #5, and he should be authorized to sign this change order.

Member Hamill moved and Member Hansen seconded the motion to approve authorization of change order #5 for the Power Plant Addition in the amount of \$103,135.00 and to authorize the Dean of Business to sign the change order on behalf of the college.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen, Hutchings,
Kuranz and Nicklas

Nays: None

COMMUNICATIONS:

Secretary Nicklas read a letter from Terrance Drant thanking the Board for the scholarship awarded him last year. Secretary Nicklas discussed a letter received from Cliff Erickson of Rock Valley College in reference to the American Association of Higher Education, asking for evaluation of their meeting and stating some of the resolutions passed.

COMMUNICATIONS:
(cont.)

The Board discussed some of the resolutions and also the students' statement, "Rights and Freedoms." Dr. Lahti was asked what Harper College is doing in terms of student participation. Dr. Lahti stated there are two committees in which students participate at the present time--the student personnel committee and the discipline committee. Student representatives sit on these committees. He stated they have their own Student Senate also.

Member Hamill asked that copies of the students statement, "Rights and Freedoms," and a copy of the letter received from Mr. Erickson be sent to Board Members.

UNFINISHED
BUSINESS:

Mr. Mann explained the three payroll checks issued to Susan Neu on the March 28, 1968, Disbursements List. The payroll department had not been notified in time to prepare her first paycheck and had not received the proper forms for the second. Consequently, there were two back payroll checks and the current check lined up under new employees, because all three applied to her as a new employee.

Mr. Hines, Board Attorney, recommended that the proposal to disburse surplus funds to the summer school instructors not be adopted. He pointed out that there is no such thing as a profit for governmental agencies, when speaking of surplus funds this would include various items of income which include state aid and tuition, and the amount of money left over really has no bearing on the value of service rendered by the teachers.

A discussion followed. Chairman Haas then stated that it seemed to be the consensus of the Board that the matter be reviewed by counsel in cooperation with the administration for a final determination by the Board not later than the second week that summer school is in operation.

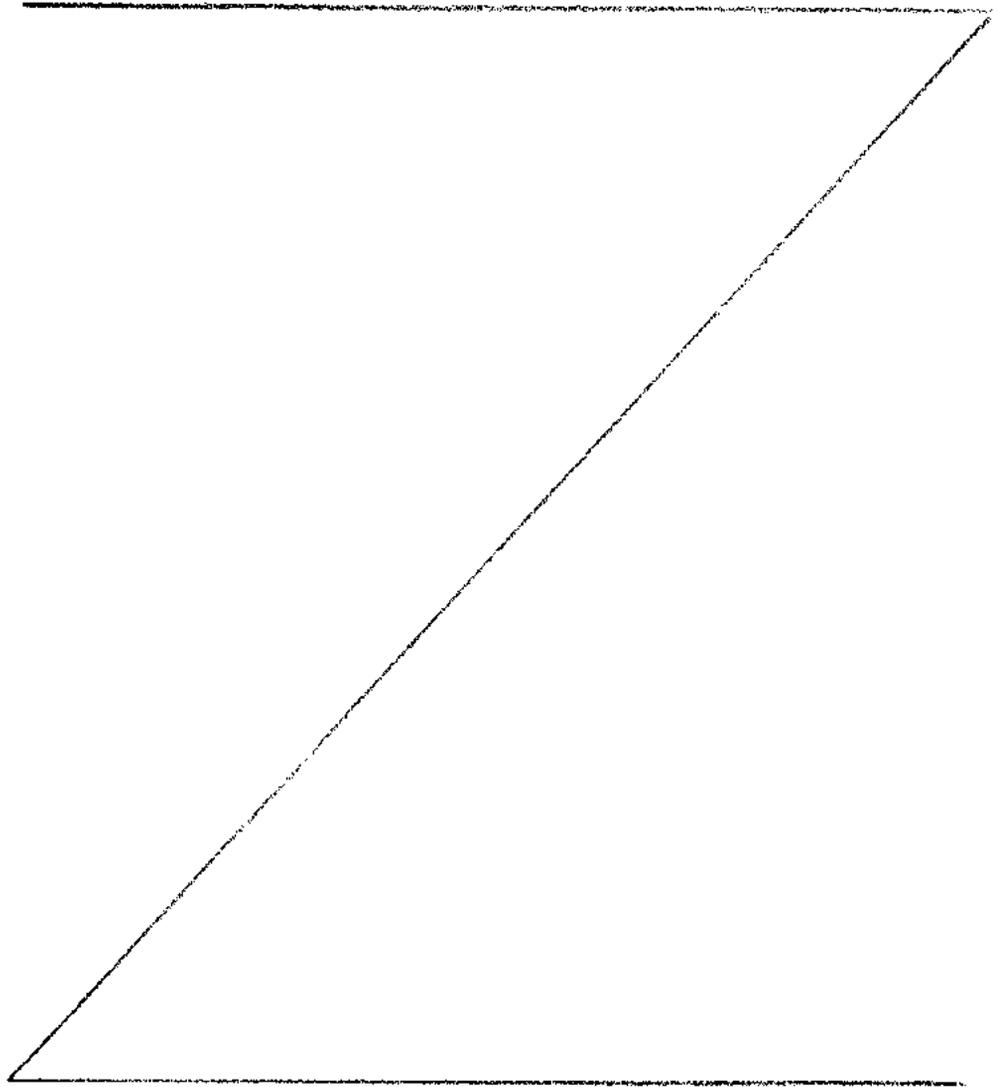
NEW BUSINESS:
Election

Mr. Mann presented a resolution to appoint judges for the April 13, 1968, election. He pointed out this was a routine resolution.

NEW BUSINESS:
(Cont.)
Election

Member Hamill moved and Member Hansen seconded the motion to approve the appointment of judges for the April 13, 1968, election:

(RESOLUTION ATTACHED TO THE OFFICIAL COPY OF THE MINUTES)



Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen, Hutchings,
Kuranz and Nicklas

Nays: None

NEW BUSINESS:
Election (Cont.)

Dr. Lahti announced Mr. Mann and his staff would be on duty in the Business Office the day of the election. Mr. Mann invited the Board Members to the administration office for the tallying of the votes.

Chairman Haas stated that after the election he would like the Board to review again the subject of sharing judges with other districts and have a report as to whether the administration would recommend that the college continue this practice or not.

Staff Recommendations

Mr. Powell, Chairman of the Division of Communications, discussed the qualifications and background of two candidates for faculty appointments.

Mr. Hamill moved and Mr. Hansen seconded the motion to approve the employment of the following faculty candidates in the Division of Communications

Mr. Craig Stewart, Instructor, at a salary of \$11,000.00;

Mr. Gilbert F. Tierney, Instructor, at a salary of \$12,250.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen, Hutchings, Kuranz and Nicklas

Nays: None

Mr. Birkholz, Chairman of the Division of Business and Science, presented three candidates for faculty appointments, discussing their qualifications and background.

Mr. Hutchings moved and Mr. Hamill seconded the motion to approve the employment of the following faculty candidates in the Division of Business and Science:

Mr. Darrell DeGeeter, Instructor, at a salary of \$9,800.00;

Mr. Dana K. Friedland, Instructor at a salary of \$9,500, plus 8 weeks as coordinator at \$1,944, for a total of \$11,444.

NEW BUSINESS:
Staff
Recommendations
(Cont.)

Mr. Frank Oliver, Instructor, at a salary of \$10,500.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen, Hutchings, Kuranz and Nicklas

Nays: None

Other:

Dr. Lahti informed the Board that there were candidates to be reconsidered at this time. He stated that Mary Ann Wherry, dental hygienist, had been approved by the Board on March 19, 1968, at a salary of \$8,500.00 for 12 months. Subsequently, her present employer agreed to pay her the same. Dr. Lahti stated that the administration was recommending that Mrs. Wherry be offered a salary of \$9,700.00 on a 12 month basis. Dr. Vandever stated he had no other candidates at this time.

Member Hamill moved and Member Hansen seconded the motion to employ Mrs. Mary Ann Wherry, Instructor, at a salary of \$9,700.00 per 12 months.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen, Hutchings, Kuranz, and Nicklas

Nays: None

Dr. Lahti informed the Board that on February 22, 1968, they had approved the employment of William Piland, Instructor, at a salary of \$9,372.00. Mr. Piland was offered a contract, and his employer matched the college's offer, and Mr. Piland has withdrawn his application. Dr. Lahti recommended that the Board rescind the action on Mr. Piland.

Mr. Hamill moved and Mr. Kuranz seconded the motion to rescind the action of the Board in offering a contract to Mr. Piland, Instructor, at a salary of \$9,372.00 which included one additional month as coordinator.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen, Hutchings, Kuranz, and Nicklas

Nays: None

NEW BUSINESS:
Other (Cont.)

Dr. Lahti stated that Mr. Eugene S. Bondar was approved by the Board on March 19, 1968, as an Associate Professor at a salary of \$13,000.00. However, Mr. Bondar has not yet signed the contract. Dr. Lahti stated he was not asking for action on Mr. Bondar

Dr. Lahti presented his recommendation giving the president of the college the authority to sign teaching contracts on behalf of the Board. Dr. Lahti called attention to the cases of Mrs. Wherry, Mr. Piland and Mr. Bondar, stating he felt more of this type of behavior will be encountered as the market for teaching faculty becomes tighter.

A lengthy discussion followed in which Board members expressed their views on this proposal. Member Hamill stated he felt the Board would become a "rubber stamp" under this policy and would not have as much interest in the faculty. Member Hutchings stated he felt the president should have the authority and responsibility for hiring faculty. Member Kuranz suggested the possibility of having the Chairman of the Board sign the contracts. Member Hansen was of the opinion that this was the proper and traditional function of the Board. Member Nicklas was in favor of the policy with the suggestion that it be reviewed in the future. Member Haas was in favor of the policy for a specific length of time with the opportunity of reviewing it.

Member Hutchings moved the adoption of the policy authorizing the president of the college to sign teaching contracts, as presented. The motion died for lack of a second.

Member Nicklas moved the adoption of the president's policy as recommended to be reviewed in September, 1968. Member Hutchings seconded the motion.

Member Kuranz offered an amendment to the motion-- that the teaching contracts be countersigned by the Chairman of the Board of Trustees. Member Nicklas accepted this.

NEW BUSINESS:
Other (Cont.)

Dr. Lahti informed the Board the administration could work with the policy they presently have. He stated that if the problem did become more severe, the administration would come back to the Board for a solution.

Chairman Haas suggested in light of the recommendation of the administration that the Board might wish to consider withdrawing the motion at the present time.

Member Nicklas withdrew her motion. Member Hutchings refused to withdraw his second of the motion.

Chairman Haas called for a vote on the motion.

Upon roll call, the vote was as follows:

Ayes: Member Hutchings

Nays: Members Haas, Hamill, Hansen, and
Nicklas

Abstained: Member Kuranz

PRESIDENT'S
REPORT:

Dr. Lahti informed the Board there is a possibility of a "friendly" suit being filed testing the legality of the Junior College Act. He pointed out this is rumor. After discussion, it was the consensus of the Board that if a suit is filed it should be done by the college or colleges involved.

Mr. Collins reported on a meeting Mr. Mann and he had with Mr. Jarvis from the architectural firm. Mr. Collins reported specifically on each building. He stated many of the buildings are ahead of schedule. The rain a few weeks ago did slow some buildings, but the schedule averages out. Mr. Jarvis assured the college that things are right on schedule.

Dr. Lahti pointed out the critical days are the next thirty, because of the rainy season.

ADJOURNMENT:

Dr. Lahti stated the Board was being asked to adjourn to Thursday, April 18, 1968, at 8:00 p.m., for the purpose of canvassing the Board of Trustee election of April 13, 1968. He informed the Board he will be absent from that meeting as he will be taking a few days of vacation.

At 11:10 p.m., Member Nicklas moved and Member Hansen seconded the motion that the meeting adjourn to Thursday, April 18, 1968, at 8:00 p.m., at the Harper College Data Processing Center, 1200 West Algonquin Road, Palatine, Illinois. The motion was unanimously carried.

Milton P. Hansen
Vice Chairman ~~Haas~~

Jessie D. Nicklas
Secretary Nicklas

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
PALATINE, ILLINOIS 60067

BILLS FOR APPROVAL
APRIL 11, 1968

I. BILLS PAYABLE		<u>PAGES</u>
EDUCATIONAL FUND	\$ 16,376.23	5
BUILDING FUND	12,840.84	2
SITE & CONSTRUCTION FUND	<u>4,921.64</u>	1
	<u>\$ 34,138.71</u>	
II. PAYROLLS		
Payroll, March 15-31, 1968	<u>\$ 45,092.42</u>	7
Supplemental Part Time Teachers Payroll, February 5 to March 15, 1968	<u>\$ 1,275.00</u>	1
Estimated Payroll Expenditures April 16 - May 15, 1968	<u>\$116,000.00</u>	1

WILLIAM RAINY HARPER COLLEGE
DISTRICT NO. 512
PALATINE, ILLINOIS 60067

EDUCATIONAL FUND EXPENDITURES -- APRIL 11, 1968

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT AMOUNT</u>	<u>CHECK NUMBER</u>	<u>CHECK AMOUNT</u>
Addressograph Multigraph Corp.	Offset Duplicating Supplies	1-30-501.321	\$ 537.60	7681	\$ 537.60
Allen Brothers, Inc.	Cafeteria - Food	1-65-515.31	110.00	7682	110.00
Allied Electronics Corp.	Instructional Supplies-Stacking Kits, Resistors, Capacitors, Torch Kit	1-533-502.39	48.89		
Allied Electronics Corp.	Instructional Supplies-Recording Tape	1-59-502.37	264.00	7683	312.89
American Assoc. of Junior Colleges	Professional Books	1-1-501.38	10.86	7684	10.86
Association Films, Inc.	Film Rental	1-59-502.37	7.90	7685	7.90
O. H. Bambas Tobacco Co.	Cafeteria - Food	1-65-515.31	115.30	7686	115.30
Anna Marie Bazik	Travel Expense	1-61-502.72	50.97	7687	50.97
Bro-Dart Industries, Inc.	Library Books	1-59-563.00	2,118.64	7688	2,118.64
Bunny Bros., Inc.	Cafeteria - Food	1-65-515.31	53.95	7689	53.95
Donald W. Collins	Travel Expense	1-3-501.72	36.75	7690	36.75
Colonial Out-Of-Print Book Service	Library Book	1-59-563.00	4.15	7691	4.15
Harold Cunningham	Travel Expenses	1-50-502.95	35.12	7692	35.12
Demco	Office Supplies	1-6-502.31	11.40	7693	11.40
Dow Jones-Irwin, Inc.	Professional Books	1-1-501.38	4.94	7694	4.94
Easy Travel Service, Inc.	Travel - G. K. Andeen	1-5-502.791	169.00		
Easy Travel Service, Inc.	Travel - J. Thompson	1-5-502.791	148.00		
Easy Travel Service, Inc.	Travel - W. J. Mann	1-3-501.72	37.80		
Easy Travel Service, Inc.	Travel - S. L. King	1-571-502.72	104.00	7695	458.80
Elk Grove High School Cafeteria	Cafeteria - Services	1-50-502.95	85.96		
Elk Grove High School Cafeteria	Cafeteria - Services	1-6-502.95	94.40	7696	180.36
Federal Surplus Property Section	Supplies - Electronics	1-533-502.39	30.54	7697	30.54
Federal Wholesale Stationery	Bookstore Stock - Supplies	1-64-514.30	137.51	7698	137.51
Frito-Lay, Inc.	Cafeteria - Food	1-65-515.31	86.90	7699	86.90
Gamma Photo Labs	Photographic Services	1-20-501.33	13.78	7700	13.78
General Electric Co.	Bookstore Stock - Books	1-64-514.40	32.00	7701	32.00
Harcourt, Brace & World, Inc.	Bookstore Stock - Books	1-64-514.40	11.70	7702	11.70
Harvard Student Agencies	Bookstore Stock - Books	1-64-514.40	3.00	7703	3.00
Thomas R. Hill	Travel Expense	1-40-501.72	20.00	7704	20.00
Clete Hinton	Travel Expenses	1-61-502.72	63.45	7705	63.45
Holt, Rinehart & Winston, Inc.	Bookstore Stock - Books	1-64-514.40	22.04	7706	22.04

EDUCATIONAL FUND EXPENDITURES -- APRIL 11, 1968

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT AMOUNT</u>	<u>CHECK NUMBER</u>	<u>CHECK AMOUNT</u>
			\$ 59.76		\$
Horders	Office Supplies	1-108.33			
Horders	Office Supplies	1-557-502.33	4.18		
Horders	Office Supplies	1-3-501.31	8.20		
Horders	Office Supplies	1-57-502.39	29.65		
Horders	Office Supplies	1-40-501.39	2.16	7707	103.95
Ray Hylander	Travel Expenses	1-61-502.72	96.70	7708	96.70
International Business Machines Corp.	Bookstore Stock - Books	1-64-514.40	802.10	7709	802.10
International Film Bureau, Inc.	Film Rental	1-59-502.37	10.63	7710	10.63
Jewel Food Marketer	Cafeteria - Food	1-65-515.31	146.81	7711	146.81
Keuffel & Esser Co.	Supplies - Engineering	1-534-502.39	239.44		
Keuffel & Esser Co.	Instructional Supplies-Transparency Mounts				
		1-53-502.31	12.37	7712	251.81
Keep 'n Touch Greeting Cards	Bookstore Stock - Supplies	1-64-514.30	20.26	7713	20.26
Kraft Foods	Cafeteria - Food	1-65-515.31	84.00	7714	84.00
Langer Printing Co.	Printing - Harper Grove Letterheads	1-108.33	26.00	7715	26.00
Lattof Car Rental	Rental of Station Wagon	1-6-508.61	120.95		
Lattof Car Rental	Rental of Car	1-1-508.61	124.32	7716	245.27
A. C. McClurg & Co.	Library Books	1-59-563.00	233.71	7717	233.71
David McKay Co.	Bookstore Stock - Books	1-64-514.40	3.70	7718	3.70
Addison-Wesley Publishing Co.	Books - Counseling	1-6-502.97	31.87	7719	31.87
Baker & Taylor Co.	Library Books	1-59-563.00	9.83	7720	9.83
R. R. Bowker Co.	Library Books	1-59-563.00	20.00	7721	20.00
Cenco Instruments Corp.	Instructional Equipment - Clamps & Photometer Box				
		1-565-502.39	17.92	7722	17.92
Chandler's Inc.	Bookstore Stock - Books	1-64-514.40	26.78	7723	26.78
Educational & Institutional Coop. Service	Office Supplies	1-50-502.39	8.26	7724	8.26
Ellingsworth Mfg. Co.	Bookstore Stock - Supplies	1-64-514.30	41.83	7725	41.83
Fearon Publishers, Inc.	Bookstore Stock - Books	1-64-514.40	7.34	7726	7.34
Frank M. Hines	Legal Services	1-1-501.22	800.00	7727	800.00
The Leimberger Co.	Instructional Supplies - Large Earthworms	1-541-502.39	29.05	7728	29.05
McGraw-Hill Book Co.	Library Books	1-59-563.00	20.50		
McGraw-Hill Book Co.	Library Supplies - Film	1-59-502.37	250.10	7729	270.60
James Marchael	Photographic Services	1-20-501.33	168.00	7730	168.00
Masters Supply Co.	Offset Duplicating Supplies	1-30-501.39	13.50	7731	13.50
Oscar Mayer & Co.	Cafeteria - Food	1-65-515.31	36.00	7732	36.00
G. & C. Merriam Co.	Bookstore Stock - Books	1-64-514.40	104.21	7733	104.21

EDUCATIONAL FUND EXPENDITURES -- APRIL 11, 1968

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT AMOUNT</u>	<u>CHECK NUMBER</u>	<u>CHECK AMOUNT</u>
Roger A. Mussell	Travel Expenses	1-533-502.72	\$ 20.07	7734	\$ 20.07
National Blank Book Co.	Bookstore Stock - Supplies	1-64-514.30	73.86	7735	73.86
National Computer Systems	Supplies - Counseling	1-6-502.97	2.55	7736	2.55
National Education Association	Professional Books	1-1-501.38	10.50	7737	10.50
The Nedlog Co.	Cafeteria - Food	1-65-515.31	29.16	7738	29.16
The New York Times	Want Ad	1-50-502.33	126.00	7739	126.00
Northwest Letter Service	Printing - Newsletter	1-20-501.33	130.85	7740	130.85
OK Papers, Inc.	Cafeteria - Supplies	1-65-515.39	41.84	7741	41.84
Paddock Publications, Inc.	Want Ad	1-5-502.93	18.38	7742	18.38
Police Science Productions	Film Rental	1-59-502.37	15.00	7743	15.00
Robert Powell	Tuition Reimbursement	1-50-502.38	18.00	7744	18.00
Practical Offset, Inc.	Printing - Law Enforcement Brochures	1-57-502.33	181.00		
Practical Offset, Inc.	Printing - Data Processing Brochures	1-4-501.33	190.96		
Practical Offset, Inc.	Printing - Financial Aid Brochures	1-70-502.33	196.00		
Practical Offset, Inc.	Printing - Nursing Brochures	1-54-502.33	187.15	7745	755.11
Prakken Publications, Inc.	Professional Book	1-6-502.97	10.70	7746	10.70
Prentice-Hall, Inc.	Bookstore Stock - Books	1-64-514.40	382.04	7747	382.04
Purdue University	Professional Books	1-3-502.38	3.75	7748	3.75
B. A. Ralton Co.	Cafeteria - Food	1-65-515.31	29.85	7749	29.85
Dept. of Revenue	Sales Tax On Bookstore Sales-				
February 1968		1-209.14	1,795.13	7750	1,795.13
Roundtable Films, Inc.	Film Rental	1-59-502.37	28.50	7751	28.50
Sanford Ink Co.	Bookstore Stock - Supplies	1-64-514.30	103.72	7752	103.72
E. H. Sargent & Co.	Instructional Supplies - Centrifuge Shields, Gas Needle Valves	1-564-502.39	23.50	7753	23.50
Schiele-Faterson Co.	Picture Framing	1-20-501.99	32.58	7754	32.58
Scott, Foresman & Co.	Bookstore Stock - Books	1-64-514.40	8.76	7755	8.76
Charles Scribner's Sons	Bookstore Stock - Books	1-64-514.40	430.22	7756	430.22
Sears, Roebuck & Co.	Coffeemaker	1-5-502.39	9.34	7757	9.34
Thomas Seward	Travel Expense	1-61-502.72	25.50		
Thomas Seward	Travel Expense	1-61-502.791	87.96		
Thomas Seward	Travel Advance	1-105.92	(70.00)	7758	43.46
Silvercup Bakers, Inc.	Cafeteria - Food	1-65-515.31	44.97	7759	44.97
University of Southern California	Film Rental	1-59-502.37	17.15	7760	17.15
George Steiner, Jr.	Photographic Services	1-20-501.33	31.00	7761	31.00
Ronald G. Stewart	Tuition Reimbursement	1-50-502.98	80.00	7762	80.00
Triarch, Inc.	Instructional Supplies - Microscope Slides	1-541-502.39	106.20	7763	106.20
Triton Community College	Chargeback	1-5-502.80	73.50	7764	73.50

PAYEE	DESCRIPTION	ACCOUNT NUMBER	ACCOUNT AMOUNT	CHECK NUMBER	CHECK AMOUNT
D. Van Nostrand Co., Inc.	Book - Counseling	1-6-502.97	\$ 7.22	7765	\$ 7.22
Vital Speeches of the Day	Library Books	1-59-563.00	148.22	7766	148.22
Wadsworth Publishing Co.	Bookstore Stock - Books	1-64-514.40	3,180.00	7767	3,180.00
White Collar Girls of America	Temporary Office Help	1-501-502.26	144.38	7768	144.38
Babbey Office Machines	Repairs to Calculator	1-2-501.29	17.45	7769	17.45
John R. Birkholz	Travel Expense	1-511-502.72	14.70	7770	14.70
Consumers Digest	Library Subscription	1-59-563.00	4.00	7771	4.00
Funk & Wagnalls	Bookstore Stock - Books	1-64-514.40	29.59	7772	29.59
Hobby Service & Supply	Supplies - Drafting	1-53-502.39	40.11	7773	40.11
Midwest Visual Equipment Co.	Library Supplies-Cartridge Tapes	1-59-502.37	23.04	7774	23.04
3M Business Products Sales, Inc.	Equipment Rental	1-59-508.60	30.00		
3M Business Products Sales, Inc.	Copying Supplies	1-57-502.39	88.05	7775	118.05
North American Publishing Co.	Want Ad	1-532-502.93	8.40	7776	8.40
Herbert R. Pankratz	Travel Expense	1-50-502.72	12.30	7777	12.30
Reprographic Supply Co.	Copying Supplies	1-6-502.32	40.73	7778	40.73
M. J. Stillman Co.	Instructional Equipment - Stopwatch	1-51-502.39	11.67	7779	11.67
					<u>\$16,376.23</u>

TO: TREASURER
 FROM: BOARD OF TRUSTEES

The above listed checks number 7681 to 7779 are hereby authorized for payment.

Date of Approval: April 11, 1968

President *John W. Shan*

Secretary *Joseph M. Dublas*

*Replaces voided check 7538 of 3-14-68.

EDUCATIONAL FUND EXPENDITURES -- APRIL 11, 1968

EDUCATIONAL FUND SUMMARY

Assets		\$ 15.76
Liabilities (Sales Tax)		1,795.13
Administration		
Contractual Services	1-501.20	817.45
Supplies	1-501.30	1,122.35
Travel	1-501.70	56.75
Other	1-501.90	32.58
Instruction		
Contractual Services	1-502.20	144.38
Supplies	1-502.30	2,079.52
Travel	1-502.70	830.45
Tuition	1-502.80	73.50
Other	1-502.90	374.60
Fixed Charges		
Rental	1-508.60	275.27
Bookstore - Cafeteria	1-514.-1-515.	6,199.44
Capital Outlay	1-563.00	2,559.05
		<u>\$16,376.23</u>

WILLIAM RAINY HARPER COLLEGE
 DISTRICT NO. 512
 PALATINE, ILLINOIS 60067

BUILDING FUND EXPENDITURES -- APRIL 11, 1968

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT AMOUNT</u>	<u>CHECK NUMBER</u>	<u>CHECK AMOUNT</u>
Illinois Bell Telephone Co.	Telephone Service-Palatine	2-3-506.54	\$ 199.51		\$
Illinois Bell Telephone Co.	Telephone Service-Harper Grove	2-5-506.54	1,101.28	1240	1,300.79
Roy La Londe	Rental of Palatine Office	2-3-508.65	1,018.33	1241	1,018.33
Northwest Office Machines	Typewriter Repair	2-4-506.20	12.80	1242	12.80
Empire Cooler Service, Inc.	Paper Cups	2-4-506.30	15.95	1243	15.95
Sears Roebuck & Co.	Electric Eye	2-4-563.00	10.90	1244	10.90
American Fire & Safety Bureau, Inc.	Security Guards-Harper Grove	2-5-506.20	112.00	1245	112.00
Township High School District 214	Rental of Harper Grove Facilities	2-5-508.65	5,600.00	1246	5,600.00
Sigmund Chmielewski	Employee Examination	2-32-506.90	10.00	1247	10.00
Hansen V & S Hardware	Supplies	2-32-506.30	2.78		
Hansen V & S Hardware	Supplies	2-562.002	5.54	1248	8.32
Stevens Chemical Co.	Floor Cleaner	2-32-506.30	15.50	1249	15.50
Arlington Park Dodge, Inc.	College Truck	2-32-563.00	3,317.00		
Arlington Park Dodge, Inc.	Repairs to College Truck	2-32-563.00	16.75	1250	3,333.75
Shamrock Best Maintenance Service	Maintenance - March	2-3-506.20	95.00	1251	95.00
Route 12 Rental Co.	Equipment Rental	2-32-563.00	14.00	1252	14.00

BUILDING FUND EXPENDITURES -- APRIL 11, 1968

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT AMOUNT</u>	<u>CHECK NUMBER</u>	<u>CHECK AMOUNT</u>
Marsh & McLennan Insurance	Additional Casualty & Property Insurance	2-508.59	\$ 75.00	1253	\$ 75.00
Efengee Electrical Supply Co.	Fluorescent Fixtures	2-562.001	518.40		
Efengee Electrical Supply Co.	Fluorescent Fixtures	2-562.002	460.80	1254	979.20
Arlington Concrete Products Co.	Concrete Blocks	2-562.001	172.37	1255	172.37
Austin Paint Co.	Supplies	2-562.001	62.69	1256	62.69
Elk Grove Blueprint & Supply Co.	Blueprints	2-562.002	4.24	1257	4.24
					<u>4.24</u>
					<u>\$12,840.84</u>

TO: TREASURER
FROM: BOARD OF TRUSTEES

The above listed checks number 1240 to 1257 are hereby authorized for payment.

Date of Approval: April 11, 1968

President *John H. [Signature]*
Secretary *Joseph M. [Signature]*

BUILDING FUND SUMMARY

Contractual Services	2-506.20	\$ 219.80
Supplies	2-506.30	34.23
Utilities	2-506.50	1,300.79
Other	2-506.90	10.00
Fixed Charges	2-508.	6,693.33
Capital Outlay	2-562.	1,224.04
	2-563.	3,358.65
		<u>\$12,840.84</u>

WILLIAM RAINEY HARPER COLLEGE
 DISTRICT NO. 512
 PALATINE, ILLINOIS 60067

SITE AND CONSTRUCTION FUND EXPENDITURES - - APRIL 11, 1968

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT AMOUNT</u>	<u>CHECK NUMBER</u>	<u>CHECK AMOUNT</u>
International Business Machines Corp.	Office Equipment - Typewriter	6-4-563.00	\$ 295.00	450	\$ 295.00
Horders	Office Equipment - Typewriter Stand	6-50-563.00	25.87	451	25.87
Art Institute of Chicago	Library Equipment - Shelving	6-59-563.00	1,400.00	452	1,400.00
International Assoc. of Chiefs of Police	Filmstrips	6-59-563.00	552.00	453	552.00
Allied Electronics Corp.	Instructional Equipment - Grinder, Jigsaw, Saw, Capacity Analyzer	6-533-563.00	200.87	454	200.87
Brodhead-Garrett Co.	Instructional Equipment - Greenlee Punches	6-533-563.00	46.10	455	46.10
Wang Laboratories	Instructional Equipment - Card Programmer	6-533-563.00	815.00	456	815.00
A. D. Alpine, Inc.	Instructional Equipment - Potters Wheels	6-551-563.00	1,340.00	457	1,340.00
Welch Scientific Co.	Instructional Equipment - Inclined Plane Tract Sets	6-564-563.00	93.80	458	93.80
Cenco Instruments Corp.	Instructional Equipment - Wheatstone Bridge	6-565-563.00	153.00	459	153.00
					<u>153.00</u>
					<u>\$4,921.64</u>

TO: TREASURER
 FROM: BOARD OF TRUSTEES

The above listed checks number 450 to 459 are hereby authorized for payment.

Date of Approval: April 11, 1968

President *John H. Naar*

Secretary *Jeanlyn M. Suckla*

SITE & CONSTRUCTION FUND SUMMARY
 Capital Overlay

6-563.

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
PALATINE, ILLINOIS 60067

TO: TREASURER

FROM: BOARD OF TRUSTEES

SUBJECT: Approval of Estimated Payroll Expenditures
April 16 - May 15, 1968

The following estimated Payrolls in the amount of
\$116,000.00 are hereby authorized for payment.

<u>April 16 - 30, 1968</u>	
Regular Payroll	\$50,000.00
<u>May 1 - 15, 1968</u>	
Regular Payroll	50,000.00
Part-time Teachers Payroll	<u>16,000.00</u>
	<u>\$66,000.00</u>

DATE OF APPROVAL: April 11, 1968

PRESIDENT: John W. Haas

SECRETARY: Joselyn M. Dicklas

April 5, 1968

To: Board of Trustees

From: Administration

Subject: Construction Payouts

The following construction payouts have been recommended for payment by our architect and have been reviewed by Mr. Hughes, Superintendent of Buildings and Grounds.

The administration recommends that W. J. Mann, Dean of Business, be authorized to approve the following construction payouts:

H.S. Kaiser Company	\$ 35,599.26
Corbetta Construction Co.	238,963.50
Change Order #5--Power Plant Addition, Corbetta Const.Co.	103,135.00

Frank M. Hines *Attorney at Law*

31 PARK LANE

ELK GROVE VILLAGE, ILLINOIS 60007

437-0241 AND 437-0242

April 10, 1968

Dean William Mann
William Rainey Harper College
34 West Chicago
Palatine, Illinois

Re: Distribution of Summer School Surplus to Summer School
Instructors

Dear Dean Mann:

I have reviewed the above subject as requested. As you know, it is proposed that a proviso be included in the resolution establishing the compensation of the instructors whereby "surplus" would be distributed to the instructors.

Needless to say, in addition to other factors, the overall receipts and expenditures of funds attributable to a given program and the resulting "net" cost of that program, are proper preliminary considerations before final action, but seldom (if ever) are any of these figures given control in determination of the other or others.

The concept of a "surplus" or "profit" is totally unknown as to Governmental agencies; there simply is no such thing. Thus, the idea of distributing a "surplus" or "profit" is similarly unknown, and so far as I know, heretofore untried.

Overmore, the "receipts" allocable to a given program would ordinarily include tuition from the student and state aid through the State Junior College Board.

Thus, any distribution of a so called "surplus" would have at least an indirect affect on these items; and although it is impossible to say at this time that the affect would be adverse, either immediately or potentially, the gravity of this involvement would lend strong encouragement to the selection of a more customary approach in determining the rate of compensation to be paid the instructors.

A further difficulty is represented in accurately determining the "net cost" of a program in order to determine whether there was a "surplus" to be distributed. There are any number of items of fixed expense, an allocate share of which could be considered chargeable to summer school; for example, admin-

istration expenses, bond and interest costs, amortization of portable office units, etc. Surely, it would be appropriate to set forth in sufficient detail what items of "cost" were to be considered applicable, if the proviso in question were to be adopted.

I believe the implications, ramifications and complications which are or may be involved are too numerous in number and/or potentially serious in nature to warrant an adoption of the provision in question, certainly in any event, not without a complete investigation and analysis of the affects thereof.

I recommend the proposal not be adopted.

Sincerely,

Frank M. Hines

FMH:cas

R E S O L U T I O N

WHEREAS, the Board of Junior College District No. 512, Counties of Cook, Kane, Lake, and McHenry and State of Illinois, has heretofore adopted a resolution providing for the calling of the annual election of Board members, as provided by law,

IT IS HEREBY RESOLVED by the Board of Junior College District No. 512, Counties of Cook Kane, Lake, and McHenry and State of Illinois, that the following designated persons, being electors of said College District and resident within said College District and resident within the voting precinct for which they are appointed for at least one year prior to the date of the election, be and they are hereby appointed to act as judges of election for said election:

WILLIAM RAINEY HARPER COLLEGE
34 West Palatine Road
Palatine, Illinois

ELECTION JUDGES - BOARD OF TRUSTEES ELECTION - APRIL 13, 1968

<u>PRECINCT No. 1</u>	<u>NAMES AND ADDRESSES OF JUDGES</u>	<u>PHONE NO.</u>
Walt Whitman School 133 S. Wille St. Wheeling, Ill.	Mrs. Ruth Wieder 116 S. Wille Ave., Wheeling	537-2105
	Mrs. Alvera Kopper 149 S. Wheeling Ave., Wheeling	
	Mr. Leonard Swanson 410 Mors Ave., Wheeling	537-4397
	Mrs. Lisa Hill 321 E. Mors Ave., Wheeling	
<u>PRECINCT No. 2</u> Jack London Jr. High 1001 W. Dundee Road Wheeling, Ill.	Mrs. Harriet Abrams 662 Cindy Lane, Wheeling	537-0855
	Mrs. Nelda Paisley 567 W. Green Ave., Wheeling	537-4534
	Mrs. Marion Miner 746 S. Merle Lane, Wheeling	
	Mr. Ronald Rank 147 E. Dennis Ave., Wheeling	
<u>PRECINCT No. 3</u> Louisa May Alcott School 530 W. Bernard Drive Buffalo Grove, Ill.	Mrs. Inez Baer 104 Forest Place, Buffalo Grove	537-0835
	Mrs. Vila Marchman 383 Raupp Blvd., Buffalo Grove	537-4947
	Mrs. Gertrude Wiedemann 219 Forest Place, Buffalo Grove	537-0647
	Mrs. Katherine Rice 143 Bernard Dr., Buffalo Grove	

PRECINCT No. 4

Robert Frost School
305 Aspen Drive
Prospect Heights, Ill.

NAMES AND ADDRESSES OF JUDGESPHONE No.

Mrs. Carolyn Helms
1 North Park Drive, Prospect Heights

Mrs. Joyce Gauper
11 Elaine Circle West, Prospect Heights

Mrs. Irene Mede
100 Elaine Circle West, Prospect Heights

Mrs. Marjorie King
1707 Wintergreen, Prospect Heights

PRECINCT No. 5

Residence of Donald
Perrin
2715 N. Highland Dr.
Arlington Heights, Ill.

Mrs. Mary A. Perrin
2715 N. Highland Drive, Arlington Heights

Mrs. Emerald Murray
2719 N. Highland Dr., Arlington Heights

Mrs. Lois Richard
112 W. Hintz Rd., Arlington Heights

Mrs. Judith Bergstrom
203 W. Hintz Rd., Arlington Heights

PRECINCT No. 6

Anne Sullivan School
Schoenbeck & Palatine
Prospect Heights, Ill.

Mrs. Kay Kent
420 W. McDonald Rd., Prospect Heights

Mrs. Edna Andrews
309 Hillside, Prospect Heights

Mrs. Patricia Sutherland
1729 Jonquil Terrace, Arlington Heights

Mrs. Ruth Van Herwynen
912 Garden Lane, Wheeling

Mrs. Roy Weinberg
1927 N. Maple Lane, Arlington Heights

PRECINCT No. 7

Euclid School
1211 Wheeling Rd.
Mt. Prospect, Ill.

Mrs. Darlene Aylward
1202 Crabtree, Mt. Prospect

Mrs. Elin Nelson
612 Dogwood, Mt. Prospect

Mrs. Grace Powers
606 Dogwood, Mt. Prospect

PRECINCT No. 8

Feehanville School
1400 E. Foundary Rd.
Mt. Prospect, Ill.

NAMES AND ADDRESSES OF JUDGESPHONE NO.

Mrs. Jane Pennisi
118 Emerson Lane, Mt. Prospect

Mrs. Joan Mueller
105 N. Stevenson Lane, Mt. Prospect

Mrs. Kay Schovanec
1112 Sycamore Lane, Mt. Prospect

PRECINCT No. 9

Indian Grove School
208 S. Lee Street
Prospect Heights, Ill.

Mrs. Joan Russell
109 Park Drive, Prospect Heights

Mrs. Charlotte Kelsey
101 Mulberry Ave., Prospect Heights

Mrs. Sally Morey
1108 Orchard Dr., Prospect Heights

PRECINCT No. 10

Fairview School
300 N. Fairview Ave.
Mt. Prospect, Ill.

Mrs. Eleanor Warren
206 S. George St., Mt. Prospect

Mrs. Marian Whitcomb
218 N. Maple, Mt. Prospect

Mrs. Dorothy Graham
205 N. Eastwood, Mt. Prospect

~~Mrs. William Mott~~ Mrs. Virginia Deyo
~~15 S. George St., Mt. Prospect~~ 10 S. Owen, Mt. Prospect

Mrs. Loretta Diehl
520 Fairview Ave., Mt. Prospect

PRECINCT No. 11

Lincoln School
700 W. Lincoln
Mt. Prospect, Ill.

Mrs. Betty Boll
508 S. Pine, Mt. Prospect

Mrs. Margaret Spooner
502 S. Pine, Mt. Prospect

Mrs. Sally Hagen
909 S. I-Oka, Mt. Prospect

Mrs. Doris Weber
418 Hi-Lusi, Mt. Prospect

Mrs. Elaine Gedman
619 Glendale Lane, Mt. Prospect

PRECINCT No. 12NAMES AND ADDRESSES OF JUDGESPHONE NO.

Miner Jr. High School
1101 E. Miner
Arlington Heights, Ill.

Mrs. Betty Swanson
520 S. Evanston, Arlington Heights

Mrs. Delores Kovacs
420 S. Evanston, Arlington Heights

Mrs. Myrtle Ritchie
327 S. Prindle Ave., Arlington Heights

Mrs. June Mattson
336 S. Evanston Ave., Arlington Heights

~~Mrs. Nancy Weinhofer~~ Mrs. Barbara Soderholm, 504 S.
~~515 S. Rammer Ave.,~~ Arlington Heights Rammer

PRECINCT No. 13

Thomas Jr. High School
303 E. Thomas
Arlington Heights, Ill.

Mrs. J. R. Jolly
1543 N. Kaspar, Arlington Heights

Mrs. Phyllis Bishop
2011 N. Spruce Terrace, Arlington Heights

Mrs. Veda Keeton
315 Knob Hill Drive, Arlington Heights

~~Mrs. Shirley Budins~~ Mrs. Pollyanna Herbert, 512 E. Knob
~~1530 N. Vail,~~ Arlington Heights Hill Dr.

Mrs. Margaret Johnson
502 Knob Hill Drive, Arlington Heights

PRECINCT No. 14

South Jr. High School
314 S. Highland
Arlington Heights, Ill.

Mrs. Shirley McDougall
433 S. Vail, Arlington Heights

Mrs. Kay Fondrie
510 S. Pine St., Arlington Heights

Mrs. Nelson
620 S. Pine, Arlington Heights

Mr. Clarence Davis
515 S. Vail, Arlington Heights

~~Mrs. Constance McKay~~ Mrs. Marion Johnson, 504 S. Pine
~~509 S. Arlington Heights Rd.,~~ Arlington Heights

<u>PRECINCT No.</u>	<u>NAMES AND ADDRESSES OF JUDGES</u>	<u>PHONE No.</u>
<u>15</u> Juliette Low School 1530 S. Highland Arlington Heights, Ill.	Mrs. Eunice Hutchings 1660 S. State Rd., Arlington Heights	439-0518
	Mrs. Juliz Luczak 1923 S. Arlington Hts. Rd., Arlington Heights	437-4346
	Mrs. Margaret Gorr 1430 S. Belmont, Arlington Heights	439-1466
	Mrs. Charlotte Ross 1531 S. Douglas, Arlington Heights	437-2775
	Mrs. Mary Aldrich 1514 S. Douglas, Arlington Heights	437-9468
<u>16</u> Forest View School 1901 Estates Drive Mt. Prospect, Ill.	Mary Louise Larson 508 S. Busse Road, Mt. Prospect	439-1641
	Mrs. Lorraine Bretag 809 Meyer Road, Mt. Prospect	437-4308
	Mrs. Ann Selover 600 Hatlen Ave., Mt. Prospect	437-4406
	Mrs. Betty Bongirno 1710 Myrtle Dr., Mt. Prospect	439-2605
	Mrs. Lucille Barsi 1203 Green Acres Lane, Mt. Prospect	439-3956
<u>17</u> Robert Frost School 1308 S. Cypress Drive Mt. Prospect, Ill.	Mrs. Catherine Johnson 1417 Chestnut Dr., Mt. Prospect	437-0767
	Mrs. Irene Waterhouse 1425 Birch, Mt. Prospect	437-1298
	Mrs. Emma Tenerowicz 1501 Palm Drive, Mt. Prospect	437-1567
	Mrs. Edna Browne 1420 Robert Drive, Mt. Prospect	439-5491
	Mrs. Gloria Nelson 1302 Robert Drive, Mt. Prospect	437-4836

PRECINCT No. 18
High Ridge Knolls
School
588 S. Dara James
Des Plaines, Ill.

NAMES AND ADDRESSES OF JUDGESPHONE NO.

Mrs. Elaine H. Robins
911 Anderson Terrace, East, D.P.

827-1028

Mrs. Marie Koter
944 Leahy Circle, East, Des Plaines

827-6250

Mrs. Carol Semple
998 Leahy Circle, East, Des Plaines

827-4228

Mrs. Georgia Tolp
1076 Leahy Circle, East, Des Plaines

827-1387

Mrs. Betty Johnson
926 Clark Lane, Des Plaines

824-5875

PRECINCT No. 19
Devonshire School
1401 Pennsylvania
Des Plaines, Ill.

Mrs. Jeanne Adams
757 W. Lincoln Lane, Des Plaines

437-9549

Mrs. Irene Woss
707 W. Lincoln Lane, Des Plaines

437-4227

Mrs. Adeline Karlis
761 W. Lincoln Lane, Des Plaines

437-4681

Mrs. Rosemary Collesi
1386 S. Danbury Lane, Des Plaines

296-3737

Mrs. Margaret Hayden
1434 Phoenix Drive, Des Plaines

824-8381

PRECINCT No. 20
Ridge School
650 Ridge Avenue
Elk Grove Village, Ill.

Mrs. Barbara Watson
690 Grosvener Lane, Elk Grove Village

437-2164

Mrs. Mary Brock
661 Grosvener Lane, Elk Grove Village

437-0909

Mrs. Eleanor Christensen
851 Crest Ave., Elk Grove Village

439-2821

Mrs. Patricia Nychay
172 Tower Road, Elk Grove Village

437-4839

Mrs. Nancy Adams
250 Victoria Lane, Elk Grove Village

437-1444

PRECINCT No. 21NAMES AND ADDRESSES OF JUDGESPHONE NO.

Clearmont School
280 Clearmont Drive
Elk Grove Village, Ill.

Mrs. Ruth Hilderbrand
1233 Springdale Lane, Elk Grove Village

Mrs. Janet Rennhack
400 Birchwood, Elk Grove Village

Mrs. Janice Phillips
1236 Springdale Lane, Elk Grove Village

Mrs. Coral Berkhoff
391 Birchwood, Elk Grove Village

Mrs. Charlotte O'Hara
1238 Springdale Lane, Elk Grove Village

PRECINCT No. 22

Salt Creek School
75 Kennedy Blvd.
Elk Grove Village, Ill.

Mrs. Patricia A. Villars
70 Avon Road, Elk Grove Village

Mrs. Isabelle Peterson
50 Avon Road, Elk Grove Village

Mrs. Patricia Livesay
645 Brantwood Ct., Elk Grove Village

Mrs. Lucille Barlow
696 Brantwood Ct., Elk Grove Village

Mrs. Alice Beine
550 Biesterfield Rd., Elk Grove Village

PRECINCT No. 23

Rupley School
305 E. Oakton Road
Elk Grove Village, Ill.

Mrs. Georgia Davidsmeyer
400 W. Touhy, Des Plaines

~~Mrs. Jane Lundquist~~ Mrs. Therese Jarmuth
~~107 Galt Road~~, Bensenville Rt.2, Box 61B

Mrs. Karen Bingham
2720 E. Higgins, Elk Grove Village

Mrs. Patience Gersdorf
159 Willow, Elk Grove Village

Mrs. Carolyn Brumm
239 Tanglewood Drive, Elk Grove Village

PRECINCT NO. 24

Schaumburg School
Schaumburg Road (east
of Roselle Road)
Schaumburg, Ill.

NAMES AND ADDRESSES OF JUDGES

Mr. Gerald Cody
Box 217 A, Roselle

Betty Helsper
Rt. 1, Box 324, Roselle

Mary Lou Reynolds
Rt. 1, Roselle

PRECINCT No. 25

Twinbrook School
Ash Rd. & Bluebonnet
Hoffman Estates, Ill.

Irma Marthinsen
408 Bluebonnet, Hoffman Estates

Joan Greaney
419 Carnation Court, Hoffman Estates

Grayce Turek
106 Chandler, Hoffman Estates

PRECINCT No. 26

Hillcrest School
Hillcrest Blvd. &
Fremont Rd.
Hoffman Estates, Ill.

Carol Darfler
143 Gentry Road, Hoffman Estates

Judy Hubbell
581 Edgefield, Hoffman Estates

Marilyn Adams
144 Edgemont Lane, Hoffman Estates

PRECINCT No. 27

Hoffman School
Grand Canyon Lane &
Glendale Lane
Hoffman Estates

Jane Hart
121 Norridge Lane, Hoffman Estates

R. Mercedes Olson
121 Decatur, Hoffman Estates

Shirley Griffith
134 Flagstaff, Hoffman Estates

PRECINCT No. 28

Campanelli School
Springingsguth Road
Schaumburg, Ill.

Joan Berg
120 S. Westover Court, Weathersfield

Beverly Rodway
125 Westover Court, Weathersfield

Kate McNamee
120 Westover Lane, Weathersfield

PHONE NO.

PRECINCT No. 29

Hanover Highlands Sch.
1451 Cypress Lane
Hanover Park, Ill.

NAMES AND ADDRESSES OF JUDGES

Lea Vernier
1411 Oakwood, Hanover Park

PHONE NO.

~~Jayne Abrahamson~~ Mrs. Frank Dalla Valle, Jr.
~~1511 Indian Hill~~, Hanover Park --1550 Birch

~~Mary Delarco~~ Mrs. Frank Zepeda, 1481 Cypress Ct.
~~1460 Spruce~~, Hanover Park

PRECINCT No. 30

MacArthur School
Chippendale Road &
Harper Lane
Hoffman Estates, Ill.

Dolores Buenger
499 Devonshire Lane, Hoffman Estates

Audrey Knapp
529 Edgefield, Hoffman Estates

Barbara MacEachron
425 Glen Lake Drive, Hoffman Estates

PRECINCT No. 31

Community Building
Ramblin'Rose Apts.
Algonquin Road
Rolling Meadows, Ill.

Mary Jane Milburn
4706 Arbor Drive, Rolling Meadows

Irwin Ross
4714 Arbor Drive, Rolling Meadows

~~William Kessler~~ Mrs. Judy Rhodenbaugh, Arbor Drive
~~4714 Arbor Drive~~, Rolling Meadows

PRECINCT No. 32

Kimbill Hill School
2905 Meadow Drive
Rolling Meadows, Ill.

(HARPER COLLEGE ONLY)

Mrs. Jacqueline Pritts 259-4128
2207 Wren Lane, Rolling Meadows

Mrs. Irene Sheppard 255-7835
3404 Fremont St., Rolling Meadows

Mrs. Helen Mazur 255-2750
3403 Fremont, Rolling Meadows

PRECINCT No. 33

Salk School
3705 Pheasant Drive
Rolling Meadows, Ill.

(HARPER COLLEGE ONLY)

Mrs. Lois Arnemann 255-4574
3011 Starling Lane, Rolling Meadows

Mrs. Barbara Fackler 253-3675
3909 Eagle Lane, Rolling Meadows

Mrs. Mary Hayes 255-3618
2908 Thrush Lane, Rolling Meadows

PRECINCT No. 34

Sanborn School
101 N. Oak St.
Palatine, Ill.

JUDGES (HARPER COLLEGE ONLY)

Mrs. Shirley Munson
639 N. Benton St., Palatine

Mrs. Phyllis Louis
645 N. Wren, Palatine

Mrs. Charlotte Heflin
614 N. Rand Road, Palatine

PHONE NO.

358-6249

358-5285

358-3394

PRECINCT No. 35

Paddock School
Washington Court
Palatine, Ill.

(HARPER COLLEGE ONLY)

Mrs. Anne Killeen
136 S. Elm, Palatine

Mrs. Helen Byrd
109 S. Benton, Palatine

Mrs. Louise Copping
100 E. Washington, Palatine

359-1123

427-5880

358-1386

PRECINCT No. 36

Inverness Field House
Located at end of
Highland Road
Inverness, Illinois

(HARPER COLLEGE ONLY)

Mrs. Jeannette Gunderson
831 N. Ela Road, Inverness

Mrs. Virginia Babayon
316 S. Ela Road, Barrington

Miss Norma Nicholson
89 N. Dewey, Palatine

358-3723

358-1205

358-2984

PRECINCT No. 37

Winston Park School
900 E. Palatine Rd.
Palatine, Ill.

(HARPER COLLEGE ONLY)

Mrs. Elaine Kalogeras
300 N. Clark, Palatine

Mrs. Emil Batke
305 N. Dean, Palatine

Mrs. LaVerne Naffziger
44 N. Elmwood Ave., Palatine

358-5299

358-2159

358-0785

PRECINCT No. 38JUDGES (HARPER COLLEGE ONLY)PHONE NO.

North Barrington School
310 N. Highway 59
North Barrington, Ill.

Mrs. Nora Watson
118 Carriage, N. Barrington
Barrington

381-2466

Mrs. Elaine G. Walerius
252 Drury Lane, N. Barrington, Barrington

381-2115

Mrs. Sylvia Mountsier
473 Lake Shore Drive, Barrington

526-2607

PRECINCT No. 39(HARPER COLLEGE ONLY)

Roslyn Road School
Roslyn Road
Barrington, Ill.

Mrs. Betty Morrey
707 Sycamore, Barrington

381-3143

Mrs. Vivian Bruce
1059 Crestview Dr., Barrington

381-1610

Mrs. Irma Ziessow
819 Cumnor, Barrington

381-2861

PRECINCT No. 40(HARPER COLLEGE ONLY)

Barrington Middle Sch.
215 Eastern Ave.
Barrington, Ill.

Mrs. Donna Robinson
Rt. 1, Box 73, Deerpath Rd., Barrington

381-4053

Mrs. Dorothy Nystrom
227 Kainer, Barrington

381-6051

Mrs. Sheryl Grana
838 Warwick, Barrington

381-2925

PRECINCT No. 41(HARPER COLLEGE ONLY)

Grove Avenue School
900 S. Grove Ave.
Barrington, Ill.

Mrs. Dorothy Hallett
60 Dundee Road, Barrington

381-6025

Mrs. Marlene Mattern
1200 S. Hough St., Barrington

381-0538

Mrs. Martha Pillman
533 Prairie, Barrington

381-2891

DU 1 1988

PRECINCT No. 42(HARPER COLLEGE ONLY) JUDGESPHONE NO.

Countryside School

Brinker Road &

County Line Road

Barrington Hills, Ill.

Mrs. Nancy Kadlec

P.O.Box 472

Fox River Grove, Ill.

381-2813

Mrs. Raymond Tredup (Lois)

R.R.#2, Box 74, Barrington

Du 1-4169

381-0291

~~Mrs. Marie Egbert~~ Mrs. Harold Wright~~Box 103, Barrington~~ 254 Donlea, Barrington~~Du 1-0234~~PRECINCT No. 43(HARPER COLLEGE ONLY)

Sunny Hill School

Helm Road

Carpentersville, Ill.

Mrs. Margaret Huckeby

614 Sante Fe, Carpentersville

426-6215

Mrs. Dorothy Dvorak

910 Chippewa, Carpentersville

428-1263

Mrs. Gudrun Weber

212 Sioux Ave., Carpentersville

426-7155

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF Communications

CANDIDATE

Craig Lee Stewart

FIELD

Speech, Theater

PREPARATION

(Degree, School
Year Received &
Semester Hours in
Subject Field)

B.A. North Park College, 1963 (English)

M.A. (Theater) Northwestern, 1964

also Goodman Memorial Theater
(Part time 1956-57)

MAJOR AREAS

English, 40 semester hours; Speech, 24 semester
hours; Theater, 20 semester hours; Radio-TV, 5-1/3
semester hours.

TEACHING EXPERIENCE
(Dates of Positions)

North Park College (1964-1968)

(Asst. Prof.) Head of Drama Department

OTHER EXPERIENCE

(1953-1963)
Buyer, Purchasing Dept., Marquette Cement Mfg. Co.

Playwright, author, TV and film script writer

HONORS &
DISTINCTIONS

See other side*

PERSONAL

(Age, Marital Status,
Children, Address)

RANK & SALARY

Instructor \$11,000

RECOMMENDED BY

(Committee: Bartos,
Zimanzl, Muchmore)

English Department

Robert Lovell

Chairman

Samuel Anderson

Assistant Dean

Herbert R. Parkin

Dean

Mr. Stewart has written the following:

Plays

Comic Moralities -- Produced at North Park
Tickle My Fancy -- Produced by Playwrights
Center, Hull House

Educational Films

"Study Skills for Beginners" -- Coronet, December, 1967
"Spring Comes to the Forest" -- Coronet, January, 1968

Book

Five Short Church Plays That Don't Require Bathrobes

Numerous articles, short stories, poems, TV scripts

As the only theater person at North Park College he has directed the theater program, set up their Speech-Drama major, advised in the building and equipping of their new \$300,000 theater, organized and directed a producing company that presents Greek drama, Shakespeare, avant garde drama.

Before going into teaching (at the age of 31) he had been a buyer for Marquette Cement, was responsible for a budget of \$700,000, and had travelled extensively to set up a closed circuit teletype system for his company.

Stewart comes very well recommended. I wish we could offer him an assistant professorship.

Robert Powell

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF Communications

CANDIDATE

Gilbert F. Tierney

FIELD

English

PREPARATION

(Degree, School

B.A. (Humanities) University of Chicago (1959)

Year Received &

M.S. (English Education) Northern Illinois (1967)

Semester Hours in

Subject Field)

51 undergraduate courses in Humanities & English

30 graduate hours in English

9 graduate hours in teaching of English & Reading

MAJOR AREAS

English Composition, English, American, World Lit-
erature, Humanities

TEACHING EXPERIENCE

(Dates of Positions)

10 years total experience

1958-9 Tolleston H.S., Gary, Indiana

1959-60 Elgin Academy

1960-68 Prospect H.S., Wheeling H.S. Dist. 214

1967-68 Harper College (Part time)

OTHER EXPERIENCE

U.S. Air Force 1951-53

HONORS &

DISTINCTIONS

See other side*

PERSONAL

(Age, Marital Status,
Children, Address)

RANK & SALARY

Instructor \$12,250

(Committee: Bartos,

RECOMMENDED BY

Muchmore, Zimanzl)

English

Department

Robert Powell

Chairman

Samuel Anderson

Assistant Dean

William R. Roberts

Dean

Mr. Tierney has taught English Composition part time for us since September. His students report that he is an excellent teacher. His performance in departmental faculty meetings has been impressive and the English Department faculty has recommended as a group that we employ him full time.

Two years ago Mr. Tierney wrote the much praised final report of the volunteer Harper College Citizens Curriculum Advisory Committee.

Since September, 1967, he has worked half time at his regular teaching and half time doing research in the teaching of English at the Northwestern University Curriculum Center in a program funded under Title III. The work he is doing there this year is stated by the program's director, Dr. Judy of Northwestern, to be equivalent in value to more than 15 quarter hours of graduate credit.

Mr. Tierney last month accepted the invitation of the College Conference on Composition and Communication to come to their national convention in Minneapolis and appear as a consultant in their workshop, "Language and Composition."

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF Business & Social Science

CANDIDATE Darrell DeGeeter

FIELD Data Processing

PREPARATION B.S., Northern Illinois University, Jan., 1967-

(Degree, School Accounting-18 hrs., Bus. Ed.-36 hrs.

Year Received & Automation Institute-Short Courses

Semester Hours in I.B.M. Education Center-Short Courses

Subject Field) _____

MAJOR AREAS Data Processing

TEACHING EXPERIENCE Maine West High School-1967-68-Intro. to D.P.-

(Dates of Positions) Computer Programming

Triton College-Part Time-Business Systems Design

OTHER EXPERIENCE Barber Greene Co., Computer Programming and

Wiring, 3 yrs.

HONORS & _____
DISTINCTIONS _____

PERSONAL _____

(Age, Marital Status, _____
Children, Address) _____

RANK & SALARY Instructor - \$9,800.00

RECOMMENDED BY Koy A. Sedel Department

John R. Bukholz Chairman

H. Cunningham Assistant Dean

A.R. Kerkut Dean

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF Business

CANDIDATE

Dana K. Friedland

FIELD

Marketing Coordinator

PREPARATION

B.S. Northern Illinois University, DeKalb

Marketing, 50 hrs.

M.S. Northern Illinois University, DeKalb

Education, 18 hrs Distributive Education

MAJOR AREAS

Marketing

TEACHING EXPERIENCE

Northern Illinois University,

Jan.- June Graduate Assistant

DeKalb High School-Student teaching

2/67-8/67-Easterling Co.

OTHER EXPERIENCE

1962-67-Washington Natl. Ins. Co.

1957-60 - Dunbar Kapple , Inc.

HONORS &
DISTINCTIONS

Mr. Friedland has an extensive business
background.

PERSONAL

(Age, Marital Status,
Children, Address)

RANK

Instructor-\$9,500 + 8 weeks as coordinator
\$1,944 + \$9,500=\$11,444

STEP & SALARY

RECOMMENDED BY

Charles Falk

Department

John R. Bickholz

Chairman

H. Cunningham

Assistant Dean

J.R. ...

Dean

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF Business & Sociology

CANDIDATE Frank Oliver

FIELD Sociology

PREPARATION (Degree, School B.A., Andrews University, June, 1958-Philosophy

Year Received & Semester Hours in M.S., Andrews University, 1962 - Education

Subject Field) M.S., Illinois Institute Technology, June, 1968-
Sociology

MAJOR AREAS Sociology - 40 hrs.

TEACHING EXPERIENCE (Dates of Positions) River Oaks High School-1966-67-Sociology

Three Oaks High School-1962-66-Sociology

Three Oaks Jr. High-1960-61-Geography

Harvey S.D.A. School-1958-60-Elementary

OTHER EXPERIENCE Summer Work

HONORS & DISTINCTIONS Summer Psy. Inst., 1966, National Sc. Foundation

Year Academic Inst. 1967-68 " " "

PERSONAL 

(Age, Marital Status, Children, Address)

RANK & SALARY Instructor - \$10,500.00

RECOMMENDED BY Ronald Stewart Department

John R. Burkholz Chairman

James G. Anderson Assistant Dean

J. R. Parkratz Dean

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF Mathematics & Science

CANDIDATE Wherry, Mary Ann

FIELD Dental Hygiene

PREPARATION B.S., State Univ. of Iowa, 1964

(Degree, School
Year Received &
Semester Hours in
Subject Field) Certificate in Dental Hygiene, State Univ. of Iowa,
1964.

127 hrs.

MAJOR AREAS General science & dental hygiene

TEACHING EXPERIENCE 6-65 to 8-67 supervising dental hygienist, North-
(Dates of Positions) western Univ. School of Dentistry-Dental Hygiene
Program.

8-64 to 6-65 dental hygiene educator in schools &

OTHER EXPERIENCE clinics, Jefferson Co., Ky., Dep'T. of Health.

9-67 to present in private practice.

HONORS & Graduated with 'Highest Distinction' Univ. of Iowa.

DISTINCTIONS Sigma Phi Alpha honorary dental hygiene award.

PERSONAL [REDACTED]
(Age, Marital Status,
Children, Address)

RANK & SALARY Instructor - \$ 9,700 for 12 months.

RECOMMENDED BY Dr. Frank Vandever [Signature] Department

Mr. John Thompson [Signature] Chairman

Mr. Harold Cunningham Assistant Dean

Dr. Herb Pankratz [Signature] Dean

FOR OTHER INFORMATION AND REMARKS PLEASE USE THE REVERSE SIDE OF THIS FORM.

The market for degreed dental hygienists in education is extremely tight. These people are at a premium and are subjected to rigorous recruiting. Most can be very selective geographically and salary-wise. As the profession is relatively small nearly everyone in dental hygiene education is acquainted, or at least familiar with the various programs and their mode of operation.

It is fortunate that Mrs. Wherry is interested in Harper. Her credentials are outstanding and certainly qualify her for an instructorship at the adjusted salary of \$9,100 for a 12 month appointment. Said salary would bring her in line with the present salary structure at Harper. As a vocational teacher $\frac{1}{2}$ of her salary will be reimbursed.

William Rainey Harper College



**Offering
a new
program in
Dental Hygiene**



Because of a serious shortage of dentists in the United States, together with the increasing dental needs of the public, the dentist must rely to a greater extent on professional services offered by the dental hygienist. A major responsibility for "preventive dentistry"—the cleaning of teeth as well as counseling the patient on proper oral hygiene—will be assumed by the dental hygienist working under the supervision of the dentist.

Curriculum: Objectives of the dental hygiene program are to train the hygienist and educate the person. The curriculum is rich in basic and technical dental sciences and incorporates communication skills, social sciences, humanities, and community dentistry with field training.

Information: Financial aid and placement—contact the Director of Placement and Student Aids. Application forms and admissions information can be obtained from the Office of Admissions, 510 W. Elk Grove Blvd., Elk Grove Village, Illinois 60007 (phone 437-7000).



FIRST SEMESTER **Credit Hours**

ENG 101 English Composition	3
SOC 101 Introduction to Sociology	3
BIO 120 Anatomy and Physiology	4
CHM 121 General Chemistry	4
FNA 112 History of Art	3
DHY 170 Orientation	1
Physical Education Elective.....	1
—	
TOTAL	19

SECOND SEMESTER **Credit Hours**

ENG 102 English Composition	3
DHY 161 Dental Anatomy	4
BIO 121 Anatomy and Physiology	4
BIO 140 Biochemistry	4
DHY 111 Dental Radiology	1
DHY 101 Pre-clinical Dental Hygiene	2
Physical Education Elective.....	1
—	
TOTAL	19

SUMMER SESSION **Credit Hours**

SPE 101 Fundamentals of Speech	3
MIC 200 Microbiology	4
DHY 150 Clinical Dental Hygiene	2
—	
TOTAL	9

THIRD SEMESTER **Credit Hours**

BIO 130 Histology and Embryology	3
BIO 135 Pathology	3
DHY 230 Nutrition and Periodontia	2
DHY 240 Dental Pharmacology and Anesthetics	1
DHY 220 Community Dentistry	3
DHY 250 Clinical Dental Hygiene	4
DHY 280 Dental Materials and Dental Assisting	3
—	
TOTAL	19

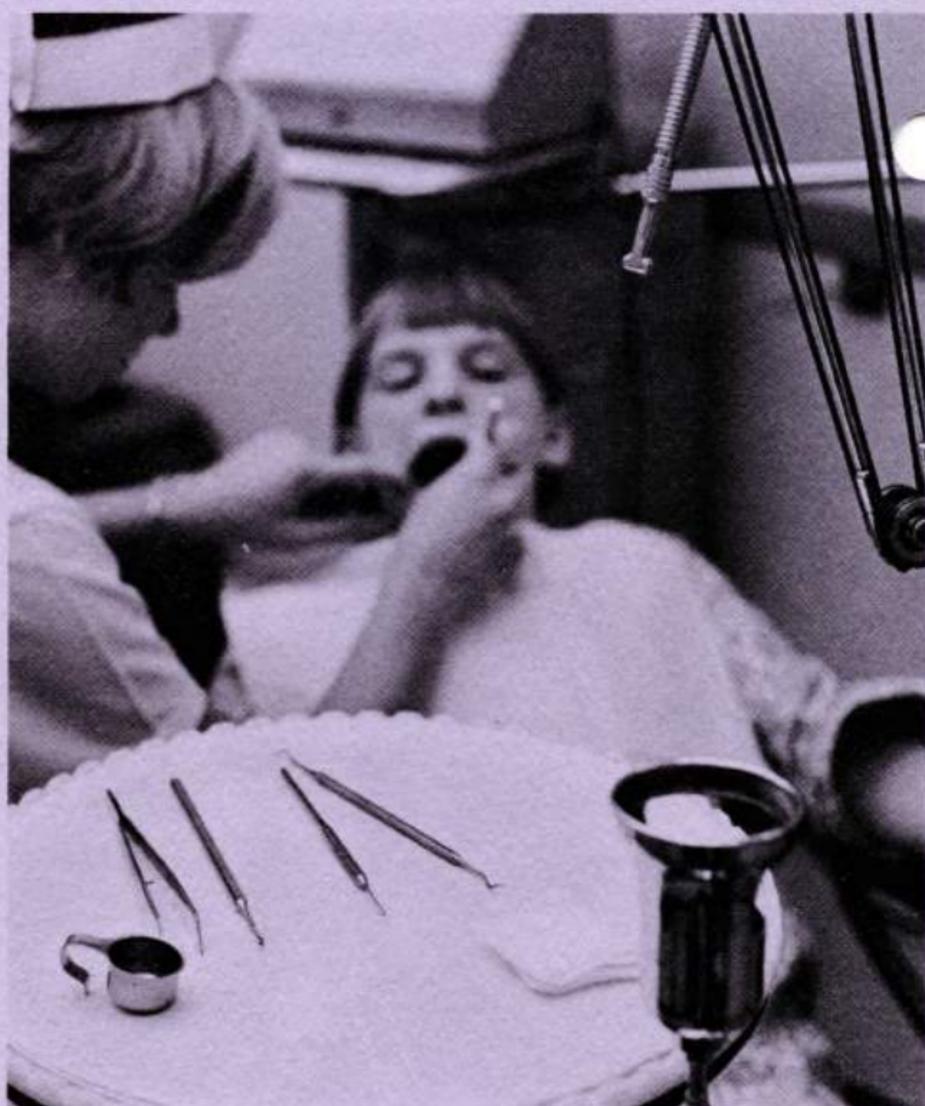
FOURTH SEMESTER

Credit Hours

PSY 101 Introduction to Psychology	3
PHI 115 Ethics	3
DHY 201 Seminar	2
DHY 221 Community Dentistry	3
DHY 251 Clinical Dental Hygiene	4
DHY 291 Dental Assisting	2
	—
TOTAL	17

A Red Cross First Aid Certificate must be attained before graduation.

Admission: Applicants must be 17 years of age or over and be high school graduates. Applicants must also take the Dental Hygiene aptitude test, have a personal interview with a member of the Dental Hygiene staff and have a minimum of three units of high school English and one unit each of mathematics and biological science. Applicants will also agree to abide by the program's established regulations governing required student purchases, personal dress and appearance, and professional conduct on campus.



Facilities: Dental hygiene clinical and classroom facilities will be in the Science Building on the new campus. They will feature an up-to-date dental hygiene clinic, completely equipped with modern dental units, ultrasonic prophylaxis equipment, X-ray stations, audio-visual equipment, laboratories, patient reception areas, and so on.

Qualifications: To be effective, the dental hygienist must have a desire to serve people and an ability to work with others in the close relationship that exists between the hygienist and the patient. The hygienist must be immaculate in appearance, orderly, sincere and dependable and in excellent general health.

Duties: Prior to employment, dental hygienists are examined and licensed by the state in which they plan to practice. The dental hygienist assists the dentist in providing preventive dental services and in counseling patients on general oral health. Primary responsibilities include making oral examinations and charts, taking health histories, performing prophylaxis service, exposing and developing X-rays, applying preventive agents such as topical fluorides and providing individual dental health education.

Career Opportunities: Though there are about 15,000 dental hygienists currently practicing in the nation, many times this number are needed. With the dental needs of the public far exceeding the supply of practicing dentists, the dental hygienist is coming to play a key role in preventive dentistry.

For the full-time career woman, dental hygiene offers a rewarding future. Yet, marriage and a professional career are quite compatible. Many women have found excellent part-time dental hygiene positions suited to their family schedules. The qualified registered dental hygienist can look forward to satisfying careers in such areas as:

Private dental offices
Hospitals
Health agencies

Government
Armed services

William Rainey Harper College

510 West Elk Grove Boulevard

Elk Grove Village, Illinois 60007

I. SUBJECT

Authority for the president of the college to sign teaching contracts

II. REASON FOR CONSIDERATION BY THE BOARD

Due to time lag and the competitiveness of teacher market, I feel that it is necessary to ask for the authorization to sign contracts in order that Harper College can act expeditiously in contracting for teaching faculty. (Since the last board meeting and due to the inefficiency of the present procedure for contracting teaching faculty, we have lost two potential candidates. Some of the candidates are also using the Harper College contract offer as bargaining power with their present employer. It is my feeling that we will encounter more of this type of behavior as the market for teaching faculty becomes tighter. It is also my belief that we should have a contract completed and in the hands of the individual at the time we wish to grant it in order that we may reenforce the terms of our contract and the ethics of honoring a contract once it has been completed.)

III. RECOMMENDATION

The president recommends the following policy:

The president of the college is authorized to sign teaching faculty contracts in behalf of the Board of Trustees when the following conditions have been met:

1. When the position has been authorized by the Board of Trustees.
2. The candidate has made an official application which is on file at the college.
3. The candidate has provided the college with copies of his formal credentials and/or transcripts in support of his application.

2/1/68

III. RECOMMENDATION (continued)

4. The candidate has on file with the college three references in behalf of his candidacy, all of which have been checked and found to be favorable.
5. The candidate meets the minimum standards recommended by the North Central Association for the position for which he is applying.

NOTE: The president will continue to report the same information to the Board on a monthly basis during the recruiting season.