

WILLIAM RAINEY HARPER COLLEGE
Algonquin & Roselle Roads
Palatine, Illinois 60067

AGENDA

February 27, 1969

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
- IV. Approval of Disbursements
 - a. Construction Payouts
 - b. Bills Payable
 - c. Payroll - January 16 - February 15, 1969
 - d. Estimated Payroll - February 16 - March 15, 1969
- V. Communications
- VI. Unfinished Business
 - a. Schaumburg Resolution
 - b. Report on concrete testing, (F & F) Bob Fridstein
- VII. New Business
 - a. Recommendation: Teaching Faculty Appointments Exhibit A
 - b. Recommendation: Administrative Faculty Appointments (To be hand carried) Exhibit B
 - c. Presentation: Construction Progress, MBM - F & F and Corbetta
 - d. Recommendation: Faculty Promotions (To be hand carried) Exhibit C
 - e. Recommendation: Fee Schedule Changes Exhibit D
 - f. Recommendation: Adoptions of Resolutions for:
 - (1) IBA Exhibit E
 - (2) Board Election Exhibit F
 - (3) Voter Affidavits Exhibit G
 - g. Recommendation: Graphic Arts Consultant, 1969-70 Exhibit H
 - h. Recommendation: Contract Renewals - Learning Resources-Library Staff
 - i. Other

February 27, 1969

Agenda continued

VIII. President's Report

Board Information:

1. Concrete Testing Report
2. Monthly Construction Report
3. Schaumburg Resolution

IX. Adjournment

February 24, 1969

BOARD OF TRUSTEES

Dear Trustee:

Enclosed is the Agenda and supporting information for the regularly scheduled Board meeting to be held Thursday, February 27, 1969, 1200 West Algonquin Road, Palatine, Illinois, at 8:00 p.m.

The approval of disbursements, will be mailed to you separately on Wednesday, February 26.

I shall look forward to seeing you on Thursday, eight o'clock in the evening.

Sincerely,

A handwritten signature in cursive script that reads "Robert E. Lahti".

Robert E. Lahti
President

rb
enclosures

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, February 27, 1969

CALL TO ORDER: The regular meeting of the Board of Junior College District No. 512 was called to order at 8:12 p.m., February 27, 1969, at the College Board Room of the Administrative Center, at Algonquin and Roselle Roads, Palatine, Illinois, in the absence of Chairman Johnson, by Vice-Chairman Hansen.

ROLL CALL: Present: Members James Hamill, Milton Hansen, Roy Hutchings, and Jessalyn Nicklas
Absent: Members John Haas, Richard Johnson, and John Kuranz

Also present: Robert E. Lahti, Kenneth Andeen, Donald Collins, John Gelch, James Harvey, Robert Hughes, Larry King, William Mann, George Makas, Donald Misic, Robert Powell, Henry Roepken, Donn Stansbury, John Thompson, John Upton, Fred Vaisvil, and George Voegel--Harper College; Frank Hines--Board Attorney; Mrs. Sally Leighton and Lawrence Moats--Harper Students; Robert Fridstein--Fridstein, Fitch & Partners; Kenneth Belford--MBM; E. Finlay and W.C. Bonvillain--Caudill, Rowlett, Scott; Mario R. Egidi, Jim Manusos, and Joe Donnino--Corbetta Construction Co.; Ruth Schulman--Day Publications; Mary Schlott--Paddock Publications.

MINUTES: Member Hutchings moved and Member Nicklas seconded the motion to approve the minutes of the regular Board meeting of February 13, 1969, and the special Board meeting of February 20, 1969, as distributed.

Member Nicklas moved and Member Hutchings seconded the motion to amend the minutes of the regular Board meeting of February 13, 1969, to include the word "evaluation" at the end of paragraph 4, page 3.

Amended motion unanimously carried.

DISBURSEMENTS: Member Haas entered the meeting at 8:20. A discussion followed on the Bills Payable, in which the administration answered Board members' questions.

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DISBURSEMENTS: Member Hamill moved and Member Hutchings seconded the
 Bills Payable motion to approve for payment the Bills Payable of
 Payrolls February 27, 1969, as follows:

Educational Fund	\$77,415.51
Building Fund	28,426.13
Site & Construction Fund	48,626.16
Auxiliary Fund	38,990.33
	<u>\$193,458.13</u>

and approve for payment the payroll of January 16 through January 31, 1969, in the amount of \$123,972.17; the payroll of February 1 through February 15, 1969, in the amount of \$86,852.92; and the estimated payroll of February 16 to April 15, 1969, in the amount of \$462,000.00.

Upon roll call, the vote was as follows:

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

Nays: None

Construction Member Hamill moved and Member Nicklas seconded the
 Payouts motion that W.J.Mann, Dean of Business, be authorized
 to approve the following construction payouts:

H. S. Kaiser Company	\$36,000.00
Fridstein, Fitch & Partners	3,920.00
Fridstein, Fitch & Partners, Soil Testing	6,265.75
Fridstein, Fitch & Partners, Concrete Testing	5,417.50

Upon roll call, the vote was as follows:

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

Nays: None

Change Orders A discussion on change orders #26 and #27 followed. Mr. Finlay, of Caudill, Rowlett, Scott, explained that C.O.#26 covered a change in lighting in the dental area as the original plans did not call for a dental lab. Mr. Fridstein, of Fridstein, Fitch & Partners,

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DISBURSEMENTS:

explained that change order #27 for 90' of storm sewer for Building A was necessitated by a conflict in plans as a result of interference in elevations.

Change Orders
(Cont.)

Member Haas moved and Member Hamill seconded the motion for payment of the following change orders:

C.O.#26, Corbetta Construction
Co., fluorescent fixtures in
dental area \$3,217.00

C.O.#27, Corbetta Construction
Co., 90' of 15" R.C.P. (storm
sewer) Bldg. A. 1,437.00

Member Nicklas requested information on the contingency fund. Mr. Mann discussed a meeting Mr. Collins and he had with the I.B.A. He stated there was approximately \$3,000.00 left in the contingency fund, and informed the Board a report would be presented at the next meeting after verification of the college's figures by the I.B.A.

Upon roll call, the vote was as follows:

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

Nays: None

COMMUNICATIONS:

Dr. Lahti stated there were no communications, except the one distributed at the last meeting from the students. This communication expressed concern over recent decisions by the Board of Trustees and the administration of Harper College and requested a meeting with administrators and students to discuss these decisions; a petition was being circulated among the students to that effect. Member Haas asked if the administration had any recommendation. Dr. Lahti stated it was certainly the prerogative of the students to make such a request, but, based on the petition and the wording of it and the communication, he saw no need for the Board nor the administration to take any action at this time.

Member Hutchings thanked the students for letting the Board know of the petition. Member Haas stated as the petition had not been filed the Board was in no position to take action at this time.

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UNFINISHED
BUSINESS:
Schaumburg
Resolution

Vice-Chairman Hansen informed the Board that the Village Board of Schaumburg had passed a resolution authorizing Harper College to hook on to their sewer facility.

Dr. Lahti informed the Board the bids for the sewer project had come in and a special meeting had been scheduled by the Metropolitan Sanitary District for March 5, 1969, to award the contract.

Member Haas moved and Member Hutchings seconded the motion to inform the Village of Schaumburg that the college appreciates the cooperation they have received from them and that, at the present time, the college is suspending efforts to obtain any alternative proposals for the alternative sewer. Motion unanimously carried. Vice-Chairman Hansen requested Dr. Lahti draft a letter accordingly.

Report on
Concrete
Testing--
R.Fridstein,
Fridstein,
Fitch &
Partners

Mr. Robert Fridstein, Fridstein, Fitch & Partners, appeared before the Board to explain the increase in the cost of concrete testing over the original estimate. He informed the Board concrete testing is an obligation of the owner, arranged for by the architect. He explained that about three-quarters of the way through the testing company indicated they had exceeded the budget set up for this and requested an additional \$5,000.00. Mr. Fridstein pointed out that concrete testing involves more than testing of concrete. It involves asphalt roads, parking areas, roofs and roofing materials--all specified items to be tested. Because of the size of the project and the volume of materials, the amount of testing was substantial, and Mr. Fridstein stated the architects insisted testings be made.

NEW BUSINESS:
Presentation:
Construction
Progress, MBM,
Fridstein,
Fitch & Partners,
CRS, and
Corbetta Const.

Member Hamill requested the Board move to Item C, under New Business--Construction Progress. Dr. Lahti introduced Mr. Kenneth Belford, from MBM, Mr. E. Finlay, Caudill, Rowlett, Scott, Mr. Robert Fridstein, from Fridstein, Fitch & Partners, Mr. Mario Egidi, from Corbetta Construction Company, stating they would respond to questions from the Board and report on construction progress. Mr. Belford discussed the CPM Monitor Report distributed to the Board, pointing out he felt there was no way of meeting schedule on Building D. He stated that depending on equipment and resources put into other areas it could be possible to meet schedule on other buildings.

Minutes of the Regular Board Meeting of Thursday, February 27, 1969

NEW BUSINESS:

Presentation:
Construction
Progress (Cont.)

Mr. Egidi discussed the various buildings and their present stage of completion, indicating he felt Building D could be ready by the 1st of August. He stated basically the site work is in fairly good shape, with most of the roads in, parking lots in, and 90% of the area to be seeded in the spring.

Mr. Fridstein concurred with CPM statistics and the comments of Mr. Belford and Mr. Egidi. He informed the Board everyone is doing everything they can to cooperate, to expedite.

A discussion ensued on the sanitary sewer. Both architect and contractor agreed this could present a problem, depending upon the completion date.

Mr. Finlay agreed the Unit D laboratory area is the one all are concerned about and stated this is area most attention will have to be given to. Mr. Finlay introduced Mr. Bonvillain, who stated he was impressed with the good quality of masonry and concrete on the project.

Vice-Chairman Hansen thanked the gentlemen on behalf of the Board of Trustees for their presentation.

Teaching
Faculty
Appointments

Dr. Makas presented the background and qualifications of Mrs. Elizabeth Gialdini in the field of Fashion Design. Dr. Lahti informed the Board Mrs. Gialdini's recommendation is contingent upon the completion of her Master's degree; her rank and salary would be reviewed and revised if she does not complete the three hours she lacks by June of 1969.

Member Haas moved and Member Hamill seconded the motion to approve the contract of Mrs. Elizabeth Gialdini in the field of Fashion Design, with the rank of Assistant Professor, at a salary of \$11,200.00, as coordinator of fashion design, on a nine month basis.

Upon roll call, the vote was as follows:

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

Nays: None

Minutes of the Regular Board Meeting of Thursday, February 27, 1969

NEW BUSINESS:

Teaching
Faculty
Appointments
(Cont.)

Mr. Larry King discussed the background and qualifications of Miss Sharon Zaye Alter in the field of U.S. History.

Member Hamill raised a policy question, asking if the college was making a conscientious effort to lower the ratio of high school teachers being used. Dr. Lahti indicated this has been stressed to the division chairmen, and also pointed out that it had been made clear to the staff that the strength of the college would be predicated on faculty from different areas, different institutions, and different walks of life.

Member Hamill moved and Member Nicklas seconded the motion to approve the contract of Miss Sharon Zaye Alter, in the field of U.S. History, rank of Instructor, at a salary of \$8,750.00.

Upon roll call, the vote was as follows:

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

Nays: None

Administrative
Faculty
Appointments

Dr. Lahti stated two positions had been open for well over a year, Assistant Dean of Instruction and Transfer Programs and Assistant Dean of Continuing Education. He stated the candidate being presented for the position of Assistant Dean of Instruction and Transfer Programs was John Birkholz, present Chairman of the Division of Business and Social Sciences at Harper. He informed the Board the committee had given him an unqualified recommendation on Mr. Birkholz for this position, and that he, as president of the institution, was also giving him an unqualified recommendation. Dr. Lahti pointed out there was no salary on this recommendation as he felt it was proper to delay that decision until all administrators' salaries were discussed.

At this point, a member of the audience asked if she could be heard. Upon agreement of the Board, Mrs. Sally Leighton introduced herself as a citizen of the community and a student of Harper. She stated she did not oppose Mr. Birkholz, that she accepted his qualifications. She stated she had been following the activities of the Board of Trustees and was concerned because the selection com-

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NEW BUSINESS:

Administrative
Faculty
Appointments
(Cont.)

mittee was appointed by the Dean of Instruction and not elected by the Faculty Senate. Mrs. Leighton read a letter written by Dr. Seward and addressed to the faculty members. She stated the Board had failed in communicating with the public.

Member Hamill informed Mrs. Leighton he, too, had talked with faculty members. He discussed the meeting the Board had with the Faculty Senate, and stated he felt Mrs. Leighton had not investigated the facts thoroughly.

Member Nicklas pointed out that the Board was interested in communication, and that as the faculty develops their needs and the Board develops procedures many of these things will be less misunderstood than they are now. She stated the Board has a certain limitation on what they do, a certain procedure they must adhere to, and perhaps this is misunderstood too.

Dr. Voegel, Chairman of the Selection Committee, discussed the committee and its work. Originally made up of Harold Cunningham, Donn Stansbury, and Dr. Voegel, it was later expanded to include John Muchmore and John Gelch, members of the Faculty Senate. The committee met many times, screened 20 to 45 applicants for a joint assistant dean position. He stated they were unable to find one man qualified on both facets of this position. It was then split into two positions. Dr. Voegel pointed out that the faculty had been kept informed of the activities of the committee, that he had received no communication, as chairman of this committee, from the Faculty Senate, nor had Dr. Andeen as Dean of Instruction. He stated that on February 5, after discussion and consensus, the recommendation of the committee had been forwarded to the president of the college. Dr. Voegel stated that at no point was there any public announcement by himself or any individual committee member as to the nature of their suggestion to the president on these two positions.

More discussion followed. Member Haas, addressing himself to Mrs. Leighton, stated that the recommendations that have come to the Board have come from a number of people on the faculty. He stated that perhaps in her determination, or in reaching her conclusions, she was assuming that one individual spoke for a substantial number of the faculty, and that this could be in error.

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NEW BUSINESS:
 Administrative
 Faculty
 Appointments
 (Cont.)

Mrs. Leighton stated she would like to be sure there would be more democracy in the college.

Member Hutchings assured Mrs. Leighton that, if he felt there was anything undemocratic and untoward, she would have heard him.

Vice-Chairman Hansen stated this was an elected Board, certainly democracy from that standpoint. He stated the Board has confidence in the performance of its administration, that in closed session had heard from administrators and had inquired as to whether recommendations were arbitrary or capricious and was satisfied they were not. He stated it had been said a number of times no reason was given, and that reasons had been given from immediate supervisors. That the Board had investigated and found the recommendations to be reasonable. He then called the meeting back to order and to the business that this Board was constituted to contract.

Member Haas moved and Member Hamill seconded the motion to approve the appointment of John Birkholz to the position of Assistant Dean of Instruction and Transfer Programs.

Upon roll call, the vote was as follows:

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

Nays: None

Dr. Lahti discussed the steps in the search for an Assistant Dean of Continuing Education. He stated the selection committee and he were recommending Dr. Omar L. Olson for this position and discussed his background and qualifications.

Member Hutchings moved and Member Hamill seconded the motion to approve the employment of Dr. Omar L. Olson as Assistant Dean of Continuing Education, with the rank of Professor, at a salary of \$19,000.00, effective June 1, 1969.

Upon roll call, the vote was as follows:

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

Nays: None

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NEW BUSINESS: Dr. Lahti called attention to Exhibit C in reference to faculty promotions being recommended, as per procedure in policy manual.

Faculty Promotions

Member Hamill moved and Member Hutchings seconded the motion to approve the following faculty promotions:

From Instructor to Assistant Professor-

Anna Marie Basik
Donald W. Collins
John W. Davis
Rose M. Trunk

From Assistant Professor to Associate Professor-

Michael W. Bartos
Joseph L. Clouser
Larew M. Collister
Raymond A. Hylander
Sherwin L. King
John M. Muchmore
Roger A. Mussell
John H. Thompson

From Associate Professor to Professor
George P. Makas

Member Hutchings asked how the Faculty Promotions Committee was appointed. Dr. Andeen stated they were elected by the faculty.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen, Hutchings
and Nicklas
Nays: None

Fee Schedule Changes

Dr. Harvey discussed the change in policy being recommended on the application fee. The present policy requires a \$10.00 application fee which is applicable to tuition when a student matriculates, and non-refundable if a student does not enroll at Harper. The administration was recommending that the college charge a non-refundable application fee of \$10.00 for full time and \$5.00 for part-time students and that the fee not apply toward tuition payment. Mr. Stansbury explained the heavy clerical work involved under the present policy.

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NEW BUSINESS: Member Hutchings suggested a \$10.00 non-refundable
 Fee Schedule application fee for part-time, as well as full-time,
 Changes (Cont.) students.

After further discussion, Member Hamill moved and Member Nicklas seconded the motion to approve the policy change recommended that Harper College charge a non-refundable application fee of \$10.00 for full-time, and \$5.00 for part-time, students and that the fee not apply toward tuition payment. This policy to become effective in the fall of 1970.

Member Hutchings moved and Member Haas seconded the motion that the preceding motion be amended to a uniform \$10.00 non-refundable application fee.

Upon roll call on the amendment to the motion, the vote was as follows:

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

Upon roll call on the amended motion, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen, Hutchings,
 and Nicklas
 Nays: None

A discussion followed on the effect of this policy change on Continuing Education programs. Member Haas summarized the discussion, stating that this motion is not applicable necessarily to the Continuing Education programs which will come before the Board at a future date.

Adoption of
 Resolution for
 IBA

A discussion followed on the adoption of a resolution concerning the conveying of ownership and title to the Illinois Building Authority of the land on which part of the Power Maintenance Building is being constructed, as per Exhibit E.

Member Hamill moved and Member Hutchings seconded the motion for adoption of the resolution pertaining to the Power Maintenance Building, as per Exhibit E (Copy of which is attached to the official minutes).

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen, Hutchings,
 and Nicklas
 Nays: None

Minutes of the Regular Board Meeting of Thursday, February 27, 1969

NEW BUSINESS: Frank Hines presented routine resolutions for Board Adoption of Resolutions for Election elections, one providing notice for the nominating petitions and the other providing for the use of voter affidavits in lieu of poll books.

Member Hamill moved and Member Hutchings seconded the motion to approve the proposed form on nominating petition notice, as presented in Exhibit F, and the publication thereof as required by law; and also approve the following resolution:

RESOLUTION

IT IS HEREBY RESOLVED by the Board of Junior College District No. 512, Counties of Cook, Kane, Lake, and McHenry, as follows:

Section 1. That the several judges of election be authorized to use numbered affidavits to vote (required under Section 9-9 of the School Code) in lieu of the poll list and poll book, as authorized in Section 9-14 of the School Code, at the forthcoming annual Board election to be held on April 12, 1969.

Section 2. That the judges of election shall, previous to any vote being taken, severally subscribe to and take oath or affirmation provided for in Section 9-8 of the School Code on separate blanks provided for that purpose.

Section 3. That after the election, such affidavits to vote and judges oaths shall be filed in the same manner as is required for the deposit of the poll books under Section 9-16 of the School Code.

Upon roll call, the vote was as follows:

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

Nays: None

Graphic Arts
Consultant
1969-1970

Dr. Lahti discussed the background and qualifications of Mr. Carl Regehr, recommended for the position of Graphic Arts Consultant, on the basis of three full days per week, on a 12 month contract, at the rate of \$15,000.00.

Minutes of the Regular Board Meeting of Thursday, February 27, 1969

NEW BUSINESS:

Graphic Arts
Consultant
1969-1970
(Cont.)

Member Hutchings requested an insertion in his contract to the effect that he will not be working privately, that his full-time occupation will be with the college three days and two days teaching with I.I.T. Dr. Lahti stated he saw no problem in putting this in Mr. Regehr's contract.

After further discussion, Member Hutchings moved and Member Hamill seconded the motion to employ Mr. Carl Regehr, as Graphic Design Consultant, at a rate of \$15,000.00, with his contract to run for one year.

Upon roll call, the vote was as follows:

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

Nays: None

Contract
Renewals -
Learning
Resources,
Library Staff

Dr. Lahti recommended an extension of Dr. Voegel's present contract from April 1, 1969, to July 1, 1969, at a pro-rated rate of \$18,350.00, at which time he would be put on a July 1, 12 month contract basis.

Member Haas moved and Member Hamill seconded the motion to extend the contract of Dr. George Voegel from April 1, 1969, to July 1, 1969, on a pro-rated basis of \$18,350.00.

Upon roll call, the vote was as follows:

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

Nays: None

Dr. Voegel discussed the contracts of Mr. Marshall Fisher and Mrs. Frances Dionisio, professional librarians, which also needed to be extended, in order to put them on a July 1 basis also.

Member Hamill moved and Member Hutchings seconded the motion to extend the contract of Mr. Marshall Fisher for a period of five months, retroactive to February 1, 1969, at \$935.00 per month; and to extend the contract of Mrs. Frances Dionisio from June 7 to June 30, 1969, at \$215.00 per week, or a total of \$688.00 for three weeks.

Upon roll call, the vote was as follows:

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

Nays: None

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NEW BUSINESS:
Other

The Board discussed a published notice by the Village of Schaumburg concerning property at northwest corner of Quentins and Algonquin Roads, and a request for a zoning change. Mr. Hines informed the Board he thought the plans were primarily for a multiple dwelling situation with a sprinkling of commercial. The Board discussed various aspects of such a development. Member Haas suggested Mr. Hines contact an attorney in Palatine who represents the developers, suggesting that he could perhaps get copies of their plan development in advance.

Wednesday, March 12, 1969, was set as a date for a Budget Committee meeting.

PRESIDENT'S
REPORT:

Dr. Lahti distributed tabulations on the furniture bids to Board members.

Dr. Lahti informed Board members that he had requested through Dr. Andeen that the library and learning resource people be ready to make a presentation to the Board at the next meeting.

ADJOURNMENT:

Member Hutchings moved and Member Hamill seconded the motion that the meeting be adjourned at 12:20 a.m. Motion unanimously carried.

Milton C. Hansen
Vice-Chairman Hansen

Joseph M. Nicklas
Secretary Nicklas

Frank M. Hines *Attorney at Law*

31 PARK LANE
ELK GROVE VILLAGE, ILLINOIS 60007
437-0241 AND 437-0242

February 10, 1969

Dean William Mann
William Rainey Harper College
1200 Algonquin Road
Palatine, Illinois

RECEIVED
FEB 11 1969

Re: Power Maintenance Building

Dear Dean Mann:

Enclosed you will find (1) Resolution, (2) Certifications thereof, and (3) Quit Claim deed, all relative to the above.

I believe you are aware of Mr. Daspit's recent statement to the effect that the Illinois Building Authority could not enter into a written agreement regarding the assurances we wanted; however, he did once again give me verbal assurance that no problems were anticipated so long as the change had the approval of the Junior College Board.

Mr. Daspit indicates that the IBA must have a Quit Claim deed to the added improvement, and in that regard, I have prepared the enclosed documents. The Quit Claim deed and Certifications are to be returned to me after they have been signed and the resolution adopted; the resolution which is enclosed, is for your files.

Sincerely,

Frank M. Hines

FMH:cas

Encl.

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, is currently participating in Phase I of it's construction program with the Illinois Building Authority, and,

WHEREAS, following the completion and approval of final budgets and building plans and specifications relative to said program and the award of construction contracts pertaining thereto, and following due deliberation thereon, it was found and determined by the College Board that it would be financially and otherwise advantageous to the District and the total construction program to expand the Power Maintenance Building to include the Vocational Technical Education wing (referred to in the plans and specification and hereinafter as Unit "B") to a new size of four 30-foot bays during the current Phase of construction instead of constructing said Unit "B" in two stages as originally contemplated and as set forth in the overall construction program, one such bay during the first stage and the remaining three bays during Phase II, and,

WHEREAS, the District has negotiated a contract with Corbetta Construction Company, the General Contractor of Phase I, to expand said Unit "B" from a one bay building with outside dimensions of 61 feet 11-1/2 inches by 31 feet 11-1/2 inches, to a four bay building with outside dimensions of 61 feet 11-1/2 inches by 121 feet 11-1/2 inches, for an additional gross charge of \$103,135.00 (One Hundred Three

Thousand One Hundred Thirty Five and 00/100 Dollars) which contract has been approved and recommended by both Architects and by the College and Administration, and

WHEREAS, the Authority has reviewed the plans and specifications and the facts pertaining to the aforesaid alteration is of the opinion that the additional amount of \$103,135.00 as reflected by said negotiated contract is a sound and desirable expenditure representing an efficient procedure in providing for a necessary item of construction, and, that the District is thus entitled to a credit for such expenditure at such future time as the college enters into another phase of construction with the Illinois Building Authority,

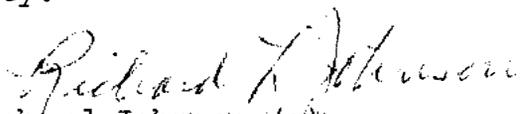
IT IS HEREBY RESOLVED as follows:

(1) That ownership of and title to that portion of Unit "B" consisting of three 30 foot bays, which lie west of a line 31 feet 10-1/2 inches West of and parallel to the East exterior wall of Unit "B", which portion is located upon real estate heretofore conveyed to the Authority by the District, be and hereby is conveyed to the Illinois Building Authority by the College District.

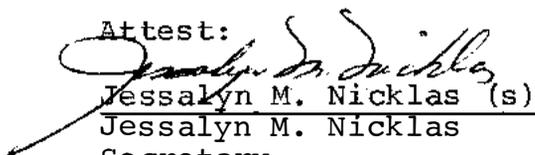
(2) That title to said three bays is being conveyed to the Illinois Building Authority by the District for the purpose of receiving credit toward the District's twenty-five per cent (25%) share at the time of the next phase of construction in the amount of \$103,135.00.

(3) That said credit is and shall remain, contingent until said future phase of construction upon compliance by the District with all rental payment requirements provided for by law.

(4) That the Chairman and Secretary of this Board be and are hereby authorized to execute Quit Claim Deed conveying ownership of said three bay improvement to the Illinois Building Authority.


Richard Johnson (s)
Richard Johnson
Chairman

Attest:


Jessalyn M. Nicklas (s)
Jessalyn M. Nicklas
Secretary

Frank M. Hines *Attorney at Law*

31 PARK LANE
ELK GROVE VILLAGE, ILLINOIS 60007
437-0241 AND 437-0242

January 24, 1969

RECEIVED
JAN 27 1969
REG. MAIL

Dean Willaim Mann
William Rainey Harper College
1200 West Algonquin Road
Palatine, Illinois

Re: Use of Voter Affidavits in Lieu of Poll Books

Dear Dean Mann:

Enclosed you will find resolution which the Board should adopt prior to the annual election, if it wishes to authorize the use of affidavits in lieu of poll books.

I have worded the resolution to authorize the judges to make this substitution, rather than to provide carte blanche therefor, so as to permit the judges some flexibility at the local level and to duplicate the system used by the underlying districts.

In my opinion, this approach would in no way affect the validity of the election. If you have any questions, please let me know.

Sincerely,

Frank M. Hines

FMH:cas

Encl.

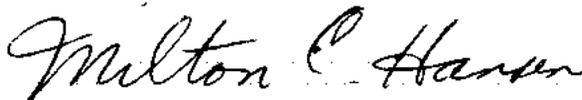
R E S O L U T I O N

IT IS HEREBY RESOLVED by the Board of Junior College District No. 512, Counties of Cook, Kane, Lake, and McHenry, as follows:

Section 1. That the several judges of election be authorized to use numbered affidavits to vote (required under Section 9-9 of the School Code) in lieu of the poll list and poll book, as authorized in Section 9-14 of the School Code, at the forthcoming annual Board election to be held on April 12, 1969.

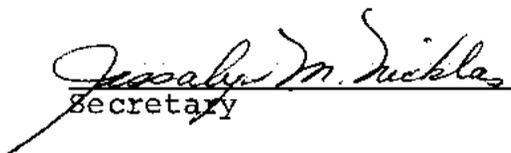
Section 2. That the judges of election shall, previous to any vote being taken, severally subscribe to and take oath or affirmation provided for in Section 9-8 of the School Code on separate blanks provided for that purpose.

Section 3. That after the election, such affidavits to vote and judges' oaths shall be filed in the same manner as is required for the deposit of the poll books under Section 9-16 of the School Code.



President
Vice Chairman

Attest:



Secretary

WILLIAM RAINEY HARPER COLLEGE

February 24, 1969

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 Co.	\$ 36,000.00
Fridstein, Fitch & Partners	3,920.00
Fridstein, Fitch & Partners, Soil Testing	6,265.75
Fridstein, Fitch & Partners, Concrete Testing	5,417.50

The following change orders have been recommended by our architect and reviewed by the administration.

Corbetta Construction Co. C.O.#26, fluorescent fixtures in dental area	\$3,217.00
Corbetta Const. Co., C.O. #27, 90 ft. of 15"R.C.P.(storm sewer) Bldg. "A".	1,437.00

JAH

Change Order

TO: Corbetta Construction Company
875 East Rand Road
Desplaines, Illinois

Change Order No. 26
Date February 14, 1969
Proposal No. 51
Date August 30, 1968

REFERENCE: CONTRACT IBA 74-95 DATED _____
USER William Rainey Harper College
LOCATION Palatine, Illinois
PROJECT DESCRIPTION New Junior College
TYPE OF WORK General Construction

You Are Authorized to Make the Following Changes in the Subject Contract:

Use four-lamp flouresent fixtures in Dental Area in place of two-lamp fixtures shown on plans.

Comstock-Gibson Electric Company.....Add: \$2,643.00

Contract Total Including This Change Order: \$1,684,341.00

Corbetta Construction Company.....Add: \$ 574.00

Contract Total Including This Change Order: \$8,466,471.70

TOTAL AMOUNT THIS CHANGE ORDER..... \$3,217.00

The Amount to the Contract Will Be (Unchanged) (Increased) (Decreased) by the Sum of: THREE THOUSAND TWO HUNDRED SEVENTEEN AND NO/100 Dollars (\$ 3,217.00)

Contract Total Including This Change Order Will Be: \$12,375,915.34

The time provided for completion in the contract due to this change order is (unchanged) (increased) (decreased) by _____ calendar days. This document shall become an amendment to the contract and all provisions of the contract will apply hereto.

APPROVED: FRIDSTEIN FITCH AND PARTNERS BY: *[Signature]* _____
Architect Date 2-21-69

ACCEPTED: CORBETTA CONSTRUCTION CO. BY: *[Signature]* _____
Contractor Date 2-21-69

APPROVED: WM. RAINEY HARPER COLLEGE BY: _____
User Date _____

APPROVED: ILLINOIS BUILDING AUTHORITY BY: _____
Date _____

JPH

Change Order

TO: Corbetta Construction Company
875 East Rand Road
Desplaines, Illinois

Change Order No. 27
Date February 14, 1969
Proposal No. 57
Date 9/12/68

REFERENCE: CONTRACT IBA 74-95 DATED _____
USER William Rainey Harper College
LOCATION Palatine, Illinois
PROJECT DESCRIPTION New Junior College
TYPE OF WORK General Construction

You Are Authorized to Make the Following Changes in the Subject Contract:

Add 90 feet of 15" R.C.P. (Storm Sewer) Bldg. "A".

Contract Total Including This Change Order....\$8,467,908.70
(Corbetta)

ADD...\$1.437.00

The Amount to the Contract Will Be (Unchanged) (Increased) (Decreased) by the Sum of: ONE THOUSAND
FOUR HUNDRED THIRTY SEVEN AND NO/100 Dollars (\$ 1,437.00)

Contract Total Including This Change Order Will Be: \$12,377,352.34

The time provided for completion in the contract due to this change order is (unchanged) (increased) (decreased) by
calendar days. This document shall become an amendment to the contract and all provisions of the contract will apply hereto.

APPROVED: FRIDSTEIN FITCH AND PARTNERS BY: [Signature] Date _____
Architect

ACCEPTED: CORBETTA CONSTRUCTION CO. BY: [Signature] Date _____
Contractor

APPROVED: WM. RAINEY HARPER COLLEGE BY: _____ Date _____
User

APPROVED: ILLINOIS BUILDING AUTHORITY BY: _____ Date _____

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

BILLS FOR APPROVAL
FEBRUARY 27, 1969

I.	BILLS PAYABLE		PAGES
	Educational Fund	\$77,415.51	8
	Building Fund	\$28,426.13	3
	Site & Construction Fund	\$48,626.16	1
	Auxiliary Fund	<u>\$38,990.33</u>	6
		<u>\$193,458.13</u>	
II.	PAYROLLS		
	Payroll, January 16 to 31, 1969	\$123,972.17	14
	Payroll, February 1 to 15, 1969	\$ 86,852.92	10
	Estimated Payroll, February 16 to April 15, 1969	\$462,000.00	1
III.	IMPREST Fund - January	\$ 5,384.24	3
	February	\$ 5,782.24	2

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

EDUCATIONAL FUND EXPENDITURES -- FEBRUARY 27, 1969

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Donn B. Stansbury	Tuition Refund Funds	1,000.00	9634
Donn B. Stansbury	Tuition Refund Funds	1,000.00	9635
Imprest Fund	Reimbursement	4,000.00	9636
Donn B. Stansbury	Tuition Refund Funds	1,000.00	9637
Donn B. Stansbury	Tuition Refund Funds	1,000.00	9638
Donn B. Stansbury	Tuition Refund Funds	1,000.00	9639
Donn B. Stansbury	Tuition Refund Funds	1,000.00	9640
Donn B. Stansbury	Tuition Refund Funds	1,000.00	9641
Forest-Atwood Paper Co.	Office Supplies; Printing & Duplicating Supplies	515.50	9642
Order from Horder	Library & Office Supplies	168.38	9643
International Business Machines	Computer Rental - January & February	18,800.01	
	Typewriters	2,400.00	
	Repairs & Maintenance	<u>387.78</u>	
		21,587.79	9644
Lansford Publishing Co.	Instructional Supplies	21.90	9645
Universal Stationers	Office Supplies	59.58	9646
National Cash Register Co.	Publications	11.84	9647
Dick Blick	Technical Supplies	44.00	9648
Sellstrom Mfg. Co.	Electronic Supplies & Safety Glasses	512.60	9649
Fairchild Instrumentation	Voltmeter Repair	39.08	9650
Reb Steel Equipment Co.	Storage Equipment	798.83	9651
Allied Electronics Corp.	Electronic Supplies & Audio Visual Supplies	426.64	9652

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Easy Travel Service	Travel - H. Cunningham, W. Mann, R. Nolan, G. Voegel, D. Collins, J. Novak, R. Sedrel	1,546.00	9653
A. D. Alpine, Inc.	Art Supplies	54.00	9654
American Art Clay Co.	Art Supplies	193.28	9655
Ceramic Color & Chem. Mfg. Co.	Art Supplies	186.67	9656
J. C. Licht Co.	Art Supplies	12.00	9657
Paxton Equipment & Supplies	Art Supplies & Equipment	101.95	9658
Ideal Roller	Art Equipment	62.65	9659
Mrs. Rachel Finch	Contractual Services - Music	40.00	9660
Mr. Irving Gerson	Contractual Services - Music	40.00	9661
Mrs. Maria Hoar	Contractual Services - Music	40.00	9662
Mr. Douglas Peterson	Contractual Services - Music	40.00	9663
Mrs. Karen Tillotson	Contractual Services - Music	40.00	9664
George Makas	Travel Expense	87.32	9665
American Science Center	Lab. Supplies	15.69	9666
Fisher Scientific Co.	Lab. Supplies	33.10	9667
Sargent-Welch Scientific Co.	Lab. Supplies	14.54	9668
Scientific Products	Lab. Supplies	81.47	9669
Newark Electronics Corp.	Lab. Supplies	65.62	9670
Scientific Glass Apparatus	Lab. Supplies	23.65	9671
A. Robert Brinkworth	Contractual Services-Urban Aid	400.00	9672
Gerald W. Fox	Contractual Services-Fire Science	400.00	9673
Edward J. Martin	Contractual Services-Food Service Administration	400.00	9674
Educational & Institutional Cooperative Service, Inc.	Storage Equipment	36.86	9675
3M Business Products Sales	Library Supplies; Equipment Rental - February	91.19	9676
Alpine Camera Co.	Audio Visual Supplies	386.05	9677
Bel-Mort Films	Filmstrips	19.50	9678
Contemporary Films	Film Rental	33.00	9679
Cowles Education Corp.	Microfilm	496.00	9680
Encyclopedia Britannica Educational Corp.	Films	535.30	9681
University of Illinois	Film Rental	84.60	9682

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
University of Michigan	Film Rental	7.00	9683
Northern Illinois University	Film Rental	19.50	9684
Eldo Reid	Audio Visual Equipment Repair	8.00	9685
Peter M. Robeck Co.	Films & Film Rental	1,163.30	9686
Triangle Camera Co.	Audio Visual Equipment	127.50	9687
Vimcet Associates	Filmstrip	12.75	9688
American Historical Assoc.	Library Books	10.00	9689
University of Chicago Press	Library Books	34.17	9690
Colonial Out of Print Book Service	Library Books	10.05	9691
A. C. McClurg & Co.	Library Books	434.41	9692
H. W. Wilson Co.	Library Books	16.00	9693
Intercollegiate Press Bulletins	Publication	45.00	9694
Reprographic Supply Co.	Office Supplies	135.00	9695
Computer Documents Co.	Office Supplies	597.05	9696
Frederic Ryder Co.	Proof for Envelopes	13.36	9697
Assoc. of Governing Boards of Universities & Colleges	Membership	175.00	9698
College & University Personnel Assoc.	Publications	31.00	9699
Harper College Bookstore	Book	5.10	9700
Intercollegiate Press Bulletins	Subscription	45.00	9701
Trans World Airlines	Travel-R. Lahti	156.05	9702
Stivers Lifesavers	Contractual Services	400.31	9703
White Collar Girls of America	Contractual Services	966.12	9704
Kelly Services, Inc.	Contractual Services	547.20	9705
Pitney Bowes Inc.	Equipment Repair	13.00	9706
Accounting Machines Sales & Service	Office Supplies; Equipment Rental	130.95	9707
Addressograph Multigraph Corp.	Printing & Duplicating Supplies; Equipment Repair	542.13	9708
Langer Printing Co.	Envelopes & Art Work	576.60	9709
Day Publications	Want Ads	99.20	9710
Paddock Publications, Inc.	Want Ads, Legal Notices; Lab. Supplies - Art	249.43	9711
Capitol Discount Co.	Equipment Rental	95.00	9712
Merchants Cash Register Co.	Equipment Rental	150.00	9713

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Jan Christopher Svare	Consultants Services	183.75	9714
Frank M. Hines	Legal Services	1,260.00	9715
Ernst & Ernst	Consultation	225.00	9716
Holiday Inn of Rolling Meadows	Travel Expenses- F. Simescu,		
	O. Olson	158.50	9717
Anna Marie Bazik	Tuition Reimbursement	80.00	9718
John Birkholz	Tuition Reimbursement	54.00	9719
Henry Meier	Tuition Reimbursement	39.00	9720
Donald M. Misic	Tuition Reimbursement	40.50	9721
Roy Sedrel	Tuition Reimbursement	54.00	9722
Junior College District 507	Charge Back	536.70	9723
Donn B. Stansbury	Tuition Refund Funds	1,000.00	9724
Donn B. Stansbury	Tuition Refund Funds	1,000.00	9725
Imprest Fund	Reimbursement	4,000.00	9726
American Airlines	Travel Expense-Board,		
	Faculty & President	926.10	9727
	Subscription	24.75	9728
American Data Processing	Office & Technical Supplies	69.35	9729
American Society of Tool & Manufacturing Engineers	Lab. Supplies	57.75	9730
American Type Culture Collection	Charge Back	382.50	9731
Amundsen-Mayfair College	Library Books	5.24	9732
Anti-Defamation League	Membership-Institutional	30.00	9733
Assoc. of College Unions-Intl.	Membership	20.00	9734
Assoc. of School Business Officials	Athletic Equipment	412.50	9735
Ball-Boy Co.	Grant in Aid	64.00	9736
Herb Baylin	Art Supplies	78.64	9737
Berkshire Papers, Inc.	Grant in Aid	60.00	9738
Sue Bettis	Technical Supplies	10.83	9739
Charles Bruning Co.	Audio Visual Supplies	115.55	9740
Burke Audio Visual Service	Library Books	19.48	9741
Cambridge University Press	Lab. Supplies	23.73	9742
Carolina Biological Supply	Contractual Services-Child Care	400.00	9743
Donald Carpenter	Library Books	18.00	9744
Ohio State University			

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Cheviot Corp.	Records	68.00	9745
College & University Personnel Assoc.	Midwest Seminar	75.00	9746
Crown Supply Co.	Technical Supplies	27.85	9747
Cunningham-Reilly Inc.	Athletic Supplies	40.50	9748
Data Processing Horizons, Inc.	Library Book	15.00	9749
Ebsco Subscription Services	Subscriptions	20.20	9750
Elk Grove Blueprint & Supply Co.	Technical, Audio Visual & Drafting Supplies	215.26	9751
Fahey Medical Center	Medical Exam.-E. Gorham	15.00	9752
George E. Fritz	Consultant	375.00	9753
Gestetner Corp.	Equipment Repair	4.25	9754
Edward Goodwin	Recruitment Expenses	983.01	9755
Graphic Chemical & Ink Co.	Art Supplies	55.31	9756
Harris Hospital Supply	Lab. Supplies	35.21	9757
Hertz System, Inc.	Travel - J. Harvey	17.44	9758
Hector Records	Physical Education Records	11.00	9759
Order from Horder	Office & Library Supplies	202.45	9760
Houghton Mifflin Co.	Instructional Supplies	181.50	9761
Ill. Assoc. of Collegiate Registrars & Admissions Officers	Institutional Dues	12.00	9762
Kato Engineering Co.	Repair Supplies	45.24	9763
Keuffel & Esser Co.	Technical Supplies	46.24	9764
W. Q. Lundmark Inc.	Technical & Maintenance Supplies	1,154.48	9765
3M Business Products Sales	Duplicating Supplies	6.40	9766
Dr. Robert H. McCabe	Consultant - Budget	322.00	9767
McGraw-Hill Book Co.	Films & Library Books	308.79	9768
McMaster Carr Supply Co.	Mechanical Design Supplies	13.38	9769
William J. Mann	Tuition Reimbursement	36.00	9770
Midwest Visual Equipment Co.	Tape Recorder	60.17	9771
Moore Business Forms	Printing	424.65	9772
National Business Education Assoc.	Publications	14.29	9773
National School Towel Service	Contractual Services-February	256.00	9774
Robert Nolan	Tuition Reimbursement	80.00	9775
Northwest Letter Service	Printing	507.93	9776

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Northwest Office Machines	Dictating Machine	237.57	9777
Numerical Control Programming	Technical Supplies	42.17	9778
Education Inc.	Office & Instructional Supplies	463.40	9779
Office Electronics, Inc.	Athletic Supplies	14.70	9780
Parrish Sporting Goods	Want Ad	31.20	9781
Pioneer Newspapers	Electronics & Technical Supplies	40.50	9782
Frederick Post Co.	Technical Supplies	31.42	9783
Pulver Machinists Supply	Library Book	5.00	9784
Red Mountain Editions	Grant in Aid	112.00	9785
Sean Ryan	Technical Shop Supplies	659.65	9786
J. T. Ryerson & Son Inc.	Audio Visual Supplies	116.30	9787
Scott Foresman & Co.	Consultants Expense	110.15	9788
Richard W. Seguire	Cash Discount not Allowed	11.26	9789
Semiconductor Specialists	Consultants Expense	234.44	9790
Raymond L. Simescu	Film Rental	24.85	9791
University of Southern California	Office Supplies	47.75	9792
Tab Products Co.	Art Supplies	130.24	9793
Universal Color Slide Co.	Printing-Purchase Orders	626.24	9794
Victor Business Forms Group	Grant in Aid	68.00	9795
Laurie West	Equipment Rental	353.38	9796
Xerox Corporation	Tuition Reimbursement	27.00	9797
Robert Zilkowski	Reimbursement	1,384.24	9798
Imprest Fund	Reimbursement	1,765.64	9799
Imprest Fund	Slide Mounts	29.00	9800
Altman Camera Co.	Photo Supplies	54.70	9801
Arlington Heights Camera Shop	Film Rental	5.50	9802
Association Films Inc.	Typewriter Rental	120.00	9803
Babbey Office Machines	Office Supplies	7.19	9804
Baldwin-Cooke Co.	Travel Expense	38.45	9805
Gregory C. Franklin	Lab. Supplies	18.65	9806
General Biological Inc.	Grant in Aid	56.00	9807
Mary Lind	Travel Expense	90.00	9808
Mr. John Lucas	Classroom Supplies	3.60	9809
3M Company			

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Maxwell House-Office	Institutional Meeting Expense	15.00	9810
Beverage System	Publications	10.50	9811
National Industrial Conference Board	Medical & Life Insurance	5,378.79	9812
Prudential Insurance Co.	Recruiting Expense	67.26	9813
Robert J. Riekse	Gasoline	104.59	9814
Standard Oil Co.	Library Subscription	36.00	9815
State Capital Information Service	Rental of Tables	285.00	9816
United Rent-Alls	Medical Examination	17.00	9817
Betty Zeller			
		<u>\$77,415.51</u>	

TO: TREASURER

FROM: BOARD OF TRUSTEES

The above listed checks number 9634 to 9817 are hereby authorized for payment.

Date of Approval: February 27, 1969

Wilton C. Hansen
 Chairman

Stanford D. Dickler
 Secretary

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Maxwell House-Office	Institutional Meeting Expense	15.00	9810
Beverage System	Publications	10.50	9811
National Industrial Conference Board	Medical & Life Insurance	5,378.79	9812
Prudential Insurance Co.	Recruiting Expense	67.26	9813
Robert J. Riekse	Gasoline	104.59	9814
Standard Oil Co.	Library Subscription	36.00	9815
State Capital Information Service	Rental of Tables	285.00	9816
United Rent-Alls	Medical Examination	17.00	9817
Betty Zeller			
		<u>\$77,415.51</u>	

TO: TREASURER

FROM: BOARD OF TRUSTEES

The above listed checks number 9634 to 9817 are hereby authorized for payment.

Date of Approval: February 27, 1969

Wilton C. Hansen
Chairman

Joseph D. Dickler
Secretary

EDUCATIONAL FUND SUMMARY, page 8, will be included in Board Books.

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

BUILDING FUND - - FEBRUARY 27, 1969

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Township High School Dist. 214	Rental of Facilities - Feb.	\$13,000.00	1255
Arlington Structural Steel Co.	Building Materials	222.00	1256
Montgomery Ward & Co.	Building Materials	192.63	1257
Benge Electric Co.	Equipment Installation	348.25	1258
Addison Building Material Co.	Custodial, Security & Maintenance Supplies	33.79	1259
L.M. Brownsey Supply Co.	Custodial Supplies	13.49	1260
Hinckley & Schmitt	Supplies	39.60	1261
Gaare Oil Co.	Gasoline & Gasoline Tax	252.18	1262
Patten Industries, Inc.	Tractor Accessories & Groundskeeping Equipment	6,596.10	1263
Arlington Oil Co.	Fuel	59.76	1264
Commonwealth Edison Co.	Electric Service - Jan.	902.97	1265
Illinois Bell Telephone Co.	Telephone Service - Jan.	3,000.12	1266
Advance Industrial Security	Contractual Services - Security	1,809.49	1267
Burns Electronic Security Svc.	Contractual Services	72.00	1268
The Roscoe Co.	Uniforms & Custodial Supplies	122.95	1269
Graybar Electric Co.	Maintenance Supplies	4.20	1270
Sears Roebuck & Co.	Snow Plows & Auto Maintenance Supplies	285.76	1271
The Heller Lumber Co.	Building Materials	99.48	1272
Triangle Camera, Inc.	Camera - Title VI	251.13	1273
Masters Supply Co.	Maintenance Supplies	59.31	1274
Culligan Water Conditioning	Contractual Services - Nov. & Feb.	18.50	1275
Village of Arlington Heights	Contractual Services - Security	134.40	1276
Fleet Air Communications	Supplies	4.00	1277
Standard Oil Co.	Gasoline	121.51	1278
Hoffman Piano Service	Equipment Repair	42.00	1279
Country Gas Co.	Thermogas - Jan.	519.71	1280

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

BUILDING FUND - - FEBRUARY 27, 1969

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
International Business Machines Corp.	Maintenance Agreements	\$ 149.20	1281
North Shore Conveyor Service	Equipment Rental	55.00	1282
Imprest Fund	Travel Expense - R.J. Hughes	16.60	1283
		<u>\$28,426.13</u>	

BUILDING FUND SUMMARY

Contractual Services			
Security	529.00	2,019.89	
Repairs	524.00	191.20	
Other	525.00	<u>18.50</u>	2,229.59
Materials & Supplies			
Custodial		192.65	
Groundskeeping		202.50	
Uniforms		50.12	
Maintenance		<u>52.33</u>	497.60
Travel Expense	554.		16.60
Auto Expense	556.		171.19
Fixed Charges			
Fuel, Heating	571.	579.47	
Electricity	572.	902.97	
Telephone	573.	3,000.12	
Facilities Rental	575.	<u>13,000.00</u>	17,482.56
Capital Outlay			
Remodeling	584.	569.11	
Equipment	585.	<u>7,459.48</u>	
			<u>8,028.59</u>
			<u>\$28,426.13</u>

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

SITE & CONSTRUCTION FUND EXPENDITURES -- FEBRUARY 27, 1969

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
NJE Corp.	Electronics Equipment - Reimbursable	\$ 4,496.91	642
Kagan & Gaines Co.	Bass & Viola, Title VI Architect Fees - Site	529.00	643
Caudill Rowlett Scott	Development & Phase II Engineering, Drilling, Testing	41,311.50	644
Soil Testing Services		2,288.75	645
		<u>\$48,626.16</u>	

TO: TREASURER

FROM: BOARD OF TRUSTEES

The above listed checks number 642 to 645 are hereby authorized for payment.

Date of Approval: February 27, 1969

Vice Chairman Milton C. Hansen

Secretary Joseph M. Zuchlas

SITE & CONSTRUCTION FUND SUMMARY

Contractual Services - Architectural
 Capital Outlay -
 Site Development Soil Test
 Reimbursable Equipment - Electronics
 Reimbursable Equipment - Music

523.00	\$41,311.50
583.00	
586.00	
586.00	
<u>529.00</u>	
	<u>7,314.66</u>
	<u>\$48,626.16</u>

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

AUXILIARY FUND EXPENDITURES -- FEBRUARY 27, 1969

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Dept. of Revenue	Sales Tax - December	\$ 238.96	569
W. D. Klingenberg, Book Purchase Fund	Funds to purchase books from students	1,000.00	570
W. D. Klingenberg, Book Purchase Fund	Funds to purchase books from students	1,000.00	571
W. D. Klingenberg, Book Purchase Fund	Funds to purchase books from students	500.00	572
W. D. Klingenberg, Book Purchase Fund	Funds to purchase books from students	500.00	573
Paul Biebal	Basketball Officiating	20.00	574

WILLIAM RAINY H  PER COLLEGE
 DISTRICT NO. 512
 PALATINE, ILLINOIS 60067

AUXILIARY FUND EXPENDITURES -- FEBRUARY 27, 1969

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Allen Bros., Inc.	Purchases - Food	\$ 218.40	575
O. H. Bambas Tobacco Co.	Purchases - Food	204.35	576
The Borden Co.	Purchases - Food	148.01	577
Burny Bros.	Purchases - Food	61.26	578
Burny Bros.	Purchases - Food	13.27	579
Frito-Lay Inc.	Purchases - Food	132.60	580
Food Marketers	Purchases - Food	272.10	581
Kraft Foods	Purchases - Food	145.39	582
Oscar Mayer & Co.	Purchases - Food	169.77	583
Monarch Institutional Foods	Purchases - Food	47.90	584
The Nedlog Co.	Purchases - Food	38.88	585
John Sexton & Co.	Purchases - Food	107.67	586
Silvercup Bakers, Inc.	Purchases - Food	73.05	587
OK Papers, Inc.	Purchases - Supplies	110.42	588
B/B Imperial Inc.	Purchases - Supplies	23.70	589
Harry N. Abrams, Inc.	Purchases - Books	151.45	590
Allyn & Bacon Inc.	Purchases - Books	222.54	591
American Book Co.	Purchases - Books	195.81	592
Amsco School Publications Inc.	Purchases - Books	43.05	593
Arco Publishing Co.	Purchases - Books	61.32	594
The Bobbs-Merrill Co.	Purchases - Books	26.03	595
Cliff's Notes, Inc.	Purchases - Books	101.33	596
Crown Publishers, Inc.	Purchases - Books	55.83	597
Doubleday & Co.	Purchases - Books	248.17	598
Follett College Book Co.	Purchases - Books	1,778.80	599
Eugene Dietzgen Co.	Purchases - Supplies	84.15	600
Federal Office Products	Purchases - Supplies	130.79	601
Litton Medical Products	Purchases - Supplies	1,325.08	602
Regent Products Co.	Purchases - Supplies	318.42	603

AUXILIARY FUND EXPENDITURES -- FEBRUARY 27, 1969

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Order from Horder	Purchases - Supplies	2.45	604
Garrison Wagner Co.	Purchases - Supplies	18.84	605
The Harbinger	Advertising - Bookstore	50.00	606
R. R. Bowker Co.	Publication	21.85	607
Illinois Bell Telephone Co.	Telephone Service	27.05	608
Ronald Bessemer	Travel Advance	350.00	609
John Gelch	Travel Advance	100.00	610
Ray De Palma	Bench Official	80.00	611
John Ellis	Wrestling Official	10.00	612
Roy Kearns	Ticket Manager	120.00	613
Tom Seward	Bench Official	80.00	614
Ed Badger, Region IV Director	Wrestling Entry Fee	10.00	615
Illinois State University,			
Freshmen Wrestling Tourney	Wrestling Tourney Fee	16.00	616
Schaumburg Transportation System	Transportation	370.00	617
American Dental Association	Purchases - Books	152.00	618
Appleton-Century-Crofts	Purchases - Books	105.18	619
Barnes & Noble, Inc.	Purchases - Books	28.08	620
Wm. C. Brown Co.	Purchases - Books	264.16	621
Burgess Publishing Co.	Purchases - Books	93.53	622
Chandler's Inc.	Purchases - Books	9.82	623
University of Chicago Press	Purchases - Books	134.72	624
Doubleday & Co.	Purchases - Books	41.67	625
Fearon Publishers	Purchases - Books	59.68	626
Harcourt, Brace & World, Inc.	Purchases - Books	1,634.27	627
Harper & Row	Purchases - Books	86.49	628
Holt, Rinehart & Winston	Purchases - Books	753.23	629
Houghton Mifflin Co.	Purchases - Books	578.72	630

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Indiana University Press	Purchases - Books	122.70	631
Inland Book Distributors	Purchases - Books	639.41	632
Intl. Assoc. of Chiefs of Police	Purchases - Books	73.06	633
International Textbook Co.	Purchases - Books	51.31	634
Richard D. Irwin Inc.	Purchases - Books	736.37	635
Legal Book Corp.	Purchases - Books	245.66	636
J. B. Lippincott Co.	Purchases - Books	24.72	637
Little, Brown & Co.	Purchases - Books	39.78	638
McGraw-Hill Book Co.	Purchases - Books	4,784.62	639
McGraw-Hill Book Co.	Purchases - Books	2,245.58	640
Rand McNally & Co.	Purchases - Books	76.58	641
The Macmillan Co.	Purchases - Books	241.62	642
Matthews Book Co.	Purchases - Books	1,575.04	643
Robert S. Means Co.	Purchases - Books	36.00	644
Meredith Press	Purchases - Books	3.98	645
Mitchells College Book Co.	Purchases - Books	183.58	646
Modern Language Assoc.	Purchases - Books	63.75	647
Nacscorp, Inc.	Purchases - Books	92.21	648
National Education Assoc.	Purchases - Books	112.10	649
Nebraska Book Co.	Purchases - Books	1,149.77	650
W. W. Norton & Co.	Purchases - Books	364.02	651
Oxford University Press	Purchases - Books	63.68	652
Pitman Publishing Corp.	Purchases - Books	9.89	653
Prentice-Hall, Inc.	Purchases - Books	2,640.69	654
Roadway Express, Inc.	Transportation	10.95	655
The Ronald Press, Inc.	Purchases - Books	83.22	656
Scott, Foresman Co.	Purchases - Books	306.07	657
Self Instructional Reading Service	Purchases - Books	16.13	658
South-Western Publishing Co.	Purchases - Books	2,129.91	659
Student Book Exchange	Purchases - Books	149.56	660
Charles C. Thomas, Publisher	Purchases - Books	234.60	661
Triton College Bookstore	Purchases - Books	38.00	662

PAYEE

Wadsworth Publishing Co.
 John Wiley & Sons
 The Writer, Inc.
 Xerox Corporation
 Boorum & Pease Co.
 Collegiate Mfg. Co.
 Keep 'N Touch Greeting Cards
 Lakeside Central Co.
 McLennon's
 Sterling Name Tape Co.
 Westab Inc.
 Writing Sales

DESCRIPTION

Purchases - Books
 Purchases - Books
 Purchases - Books
 Purchases - Books
 Purchases - Supplies
 Purchases - Supplies

CHECK AMOUNT
 3,185.40
 474.88
 76.68
 736.98
 33.39
 256.01
 44.17
 166.35
 70.12
 0.90
 134.84
 299.81
\$38,990.33

CHECK NUMBER

663
 664
 665
 666
 667
 668
 669
 670
 671
 672
 673
 674

TO: TREASURER

FROM: BOARD OF TRUSTEES

The above listed checks number 569 to 674 are hereby authorized for payment.

Date of Approval: February 27, 1969

Vice Chairman Multon C. Hansen

Secretary [Signature]

AUXILIARY FUND SUMMARY

<u>Cafeteria</u>			
Purchases - Food	546.10	1,632.65	
Purchases - Supplies	546.90	<u>134.12</u>	\$ 1,766.77
<u>Bookstore</u>			
Book Purchase Funds	138.30	3,000.00	
Sales Tax	255.00	238.96	
Purchases - Books	536.10	29,844.38	
Purchases - Supplies	536.20	2,864.03	
Office Supplies	541.	21.29	
Advertising	544.	50.00	
Publications & Dues	545.	21.85	
Telephone	573.	<u>27.05</u>	36,067.56
<u>Inter-Collegiate Athletics</u>			
Travel Advances	138.54	450.00	
Contractual Services	529.00	310.00	
Dues	545.00	26.00	
Vehicle Expense	556.00	<u>370.00</u>	
			<u>1,156.00</u>
			<u>\$38,990.33</u>

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

TO: TREASURER

FROM: BOARD OF TRUSTEES

SUBJECT: Approval of Estimated Payroll Expenditures
February 16 to April 15, 1969

The following estimated Payrolls in the amount of \$462,000.00 are hereby authorized for payment.

FEBRUARY 16 - 28, 1969	
Regular Payroll	\$ 95,000.00
MARCH 1 - 15, 1969	
Regular Payroll	\$136,000.00*
MARCH 16 - 31, 1969	
Regular Payroll	\$ 95,000.00
APRIL 1 - 15, 1969	
Regular Payroll	<u>\$136,000.00*</u>
	\$462,000.00

DATE OF APPROVAL: February 27, 1969

Vice Milton P. Hansen
CHAIRMAN

SECRETARY Judy M. Dicklas

*Includes part-time teachers payroll.

WILLIAM RAINEY HARPER COLLEGE
 IMPREST FUND DISBURSEMENTS
 JANUARY 1, 1969 to JANUARY 31, 1969

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK NUMBER</u>	<u>AMOUNT</u>
Barbara May, Petty Cash Fund	Reimbursement	5269	\$187.27
Postmaster, Palatine, Ill.	Bulk Mail Fee	5270	30.00
Ill. Assoc. of Comm. & Jr. Coll.	Registration Fee	5271	20.00
Amer. Assoc. of Jr. Coll.	Convention Fee	5272	17.00
Roy Sedrel	Travel Advance	5273	50.00
Roy Sedrel	Travel Advance	5274	75.00
Void	-----	5275	---
W. J. Mann	Travel Expense	5276	69.10
	Travel Advance		(65.00) 4.10
Fred A. Vaisvil	Travel Advance	5277	23.60
U.S. Post Office, Palatine	Bulk Mailing Fee	5278	5.81
R. E. Lahti	Travel Advance	5279	200.00
Postmaster, Palatine	Postage for Meter	5280	300.00
Donald Collins	Travel Advance	5281	25.90
Joseph Clouser	Travel Expense	5282	14.20
Robert Zilkowski	Travel Expense	5283	62.85
	Travel Advance		(60.00) 2.85
M. W. Carroll	Travel Expense	5284	12.80
James Harvey	Travel Expense	5285	28.84
Joseph Yohanan	Travel Expense	5286	52.05
Roger A. Mussell	Travel Expense	5287	26.85
Void	-----	5288	---
Robert Thornhill	Travel Expense	5289	17.70
Ron Bessemer	Travel Advance	5290	130.00
American Express Co.	Travel Expense	5291	64.96
Chateau Louise	Meeting Expense	5292	43.32
Consumers Digest	Library Books	5293	3.50
College Entrance Exam. Bd.	Publications	5294	2.00
Natl. Cash Register Co.	Library Books	5295	5.96
Social Sci. Educ. Consortium	Library Books	5296	3.77
West. Interstate Comm. for High Educ.	Prof. Book	5297	3.50
A. A. J. C.	Publications	5298	9.18
A. A. J. C.	Publications	5299	9.24
Natl. Directory Service	Library Book	5300	4.10
Linda Noheje	Phone Calls	5301	7.25
Graphis Arts Council of Chgo.	Meeting Expense	5302	20.00
Richard Perry	Refund Appl. Fee	5303	10.00
Natl. Geographic Soc.	Library Book	5304	3.30
Prof. John Dahl	Consulting	5305	10.00

WILLIAM RAINEY HARPER COLLEGE
 IMPREST FUND DISBURSEMENTS
 JANUARY 1, 1969 to JANUARY 31, 1969

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK NUMBER</u>	<u>AMOUNT</u>
John Birkholz	Meeting Expense	5306	\$ 44.88
Shefket Chapodjiev	Appli. Fee Refund	5307	10.00
Univ. of Michigan	Regis. Fee - Mann	5308	100.00
Univ. of Michigan	Regis. Fee - Birkholz	5309	100.00
Univ. of Michigan	Regis. Fee - Lahti	5310	100.00
Frank Borelli	Travel Expense	5311	6.50
Roy Sedrel	Innovative Expense	5312	40.65
George Makas	Meeting Expense	5313	14.66
Higher Educ. Exec. Assoc.	Regis. Fee - Andeen	5314	175.00
Clete Hinton	Travel Expense	5315	21.30
Sig Chmielewski	Travel Expense	5316	14.00
Personnel Press Inc.	Counselor Publication	5317	3.00
Frank Borelli	Travel Advance	5318	132.00
Bernadine Peterson	Medical Exam.	5319	10.00
Pennsylvania State Univ.	Library Book	5320	3.00
R. J. Hughes	Travel Expense	5321	6.40
H. Cunningham	Meeting Expense	5322	84.02
Martin Ryan	Travel Expense	5323	260.65
M. June Stevens	Travel Expense	5324	63.00
W. J. Mann	Travel Advance	5325	48.00
Postmaster, Palatine	Postage for Meter	5326	300.00
A. A. J. C.	Regis. Fee - Andeen	5327	17.00
R. Lahti, Petty Cash	Reimbursement	5328	146.25
College Entrance Exam Board	Publication	5329	1.00
John Haas	Travel Expense	5330	49.42
Assoc. for Educ. in Journalism	Membership	5331	29.00
Serina Press	Library Book	5332	4.95
College & Univ. Personnel Assoc.	Registration Fee	5333	75.00
Jay Singelmann	Travel Expense	5334	20.30
John Muchmore	Travel Expense	5335	15.90
John Sagendorf	Recruitment Expense	5336	14.10
Trans-Action Magazine	Library Subscription	5337	8.50
Ill. Chap. - Amer. Inst. of Plan.	Membership	5338	2.00
L. Hamm - Petty Cash	Reimbursement - Library	5339	28.05
Super Market Inst.	Film Rental	5340	10.00
Univ. of Southern Calif.	Film Rental	5341	6.65
Columbia Records	Record	5342	3.59
Acctg. Machines Sales	Office Supplies	5343	3.26
L. A. McCarthy	Exam. - P. Lockwood	5344	8.00
Michael Garcia	Tuition Refund	5345	35.40

WILLIAM RAINEY HARPER COLLEGE
 IMPREST FUND DISBURSEMENTS
 JANUARY 1, 1969 to JANUARY 31, 1969

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK NUMBER</u>	<u>AMOUNT</u>
Donald Collins	Meeting Expense	5346	19.50
	Travel Expense		41.30
	Travel Advance		(25.90) 34.90
Jerry Timm	Towing Charge	5347	15.00
Mary Ann Wherry	Travel Advance	5348	50.00
Mary Catherine Edwards	Travel Advance	5349	50.00
Dr. Frank Vandever	Travel Advance	5350	100.00
Joseph Clouser	Office Supplies	5351	5.60
Ill.Assoc.of Comm.& Jr.Coll.	Registrations	5352	40.00
Harold Cunningham	Meeting Expense	5353	50.00
Dr. G. Kenneth Andeen	Travel Expense	5354	94.15
Dana Friedland	Travel Expense	5355	86.00
John Marshall	Replacement of Lost Check	5356	9.80
Anton Dolejs - Change Fund	Change Fund for Regis. 1-25,1-29,1-30,1-31	5357	300.00
Sandra Kolton	Refund Music Fees	5358	64.00
Amer.Assoc.of Univ. Prof.	Prof. Books	5359	2.46
Jean Swenson	Medical Exam.	5360	7.00
Graphic Arts Council of Chgo.	Hanging Fee	5361	20.00
M. W. Carroll	Travel Expense	5362	3.05
James A. Heisler	Travel Expense	5363	11.60
Robert B. Thornhill	Travel Expense	5364	14.90
Roger Mussell	Travel Advance	5365	51.50
Roger Mussell	Travel Expense	5366	25.20
APGA Publications Sales	Prof. Book	5367	1.50
U.S. Natl. Student Assoc.	Subscription	5368	6.00
Donald Collins	Meeting Expense	5369	28.76
Postmaster, Palatine, Ill.	Grade Mailing	5370	88.14
Robert E. Lahti	Travel Advance	5371	500.00
Donald W. Collins	Travel Advance	5372	95.00
Anton Dolejs, Petty Cash	Partial Reimbursement		
	Lunches-Registration	5373	200.00
Void	-----	1892	(9.80)
			<u>\$5,384.24</u>

Reimbursement:

	\$5,384.24
Vouch.#10073	<u>4,000.00</u>
Vouch.#10235	<u>\$1,384.24</u>

WILLIAM RAINEY HARPER COLLEGE
 IMPREST FUND DISBURSEMENTS
 FEBRUARY 1, 1969 to FEBRUARY 19, 1969

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK NUMBER</u>	<u>AMOUNT</u>
Postmaster, Palatine, Ill.	Postage for Meter	5374	\$300.00
Northwest Letter Service	Postage Advance	5375	128.21
Mid-American Travel Agency	Air Travel-Greg Franklin	5376	100.00
Barbara May, Petty Cash	Reimbursement	5377	254.30
Bank of Elk Grove	Replace NSF Checks	5378	497.75
W. J. Mann	Travel Advance	5379	100.00
R. E. Lahti	Travel Advance	5380	250.00
Edward A. Goodwin	Consultant Fee	5381	948.75
Donald Collins	Travel Expense	5382	146.43
	Travel Advance		(95.00) 51.43
Roger Mussell	Meeting Expense	5383	5.00
J. Yohanan	Travel Expense	5384	32.05
Harvard Educational Review	Voc. Library	5385	8.00
Slate Services	Subscription	5386	7.50
Harper & Row	Publications	5387	2.90
Roy Sedrel	Travel Advance	5388	135.00
U.S.Govt.Printing Office	Publications	5389	3.50
The Arlington Day	Subscription	5390	17.00
General Electric Co.	Handbook	5391	6.00
Frank Borelli	Travel Expense	5392	11.70
Joyce Fedeerson	Travel Expense	5393	7.59
George Voegel	Travel Expense	5394	34.03
R. R. Bowker Co.	Subscription	5395	23.50
Gregory Franklin	Travel Expense	5396	42.40
George Voegel	Travel Expense	5397	41.20
Lynn Wohlford	Travel Expense	5398	3.95
Thomas Hill	Travel Expense	5399	9.10
Carnegie Commission	Publication	5400	2.43
R. Powell	Travel Advance	5401	250.00
Evelyn Peters	Medical Exam.	5402	5.00
John H. Thompson	Travel Advance	5403	185.00
Bank of Elk Grove	Replace NSF & Bad Checks	5404	176.28
University of Michigan	Seminar Fee	5405	500.00
Bank of Elk Grove	Replace NSF Checks	5406	348.75
Richard Wild	Travel Expense	5407	7.89
John Birkholz	Travel Expense	5408	44.15
Joanne Heinly	Travel Advance	5409	104.00
Mary C. Edwards	Travel Expense	5410	57.61
	Travel Advance		(50.00) 7.61

WILLIAM RAINEY HARPER COLLEGE
 IMPREST FUND DISBURSEMENTS
 FEBRUARY 1, 1969 to FEBRUARY 19, 1969

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK NUMBER</u>	<u>AMOUNT</u>
Mary Ann Wherry	Travel Expense	5411	66.81
	Travel Advance		(50.00) 16.81
Susan New	Travel Expense	5412	2.31
Jean Lytle	Travel Expense	5413	8.34
James Harvey	Travel Expense	5414	21.00
R. J. Hughes	Travel Expense	5415	16.60
George Voegel	Travel Expense	5416	28.95
Univ. of Ill. Press	Library Books	5417	5.50
Meridith Press	Prof. Books	5418	3.04
Gaylord Library Supplies	Library Supplies	5419	2.20
Amer. Friends Service Comm.	Library Book	5420	1.37
Univ. of Southern Calif. Editions	Film Rental	5421	8.25
	Library Book	5422	5.50
American Dental Assoc.	Film Rental	5423	2.50
Kiplinger Washington Editors	Subscription	5424	24.00
U.S. Govt. Printing Office	Instruct. Books	5425	4.50
Legislative Reference Bureau	Subscription	5426	10.00
Barrington Press Newspapers	Legal Notice	5427	6.40
Treas., Natl. Intramural Assoc.	Membership	5428	10.00
Supt. of Documents	Publication	5429	.50
Robert E. Lahti	Travel Advance	5430	100.00
G. Kenneth Andeen	Travel Advance	5431	50.00
Bank of Elk Grove	Replace Bad Checks	5432	416.00
Postmaster, Palatine, Ill.	Postage for Meter	5433	300.00
Joyce Prell	Salary Advance	5434	86.50
			<u>\$5,782.24</u>

Reimbursement:

Educational Fund

Voucher #10163

\$4,000.00

Voucher #10236

1,765.64

\$5,765.64

Building Fund

Voucher # 1283

16.60

\$5,782.24

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
FINANCIAL STATEMENT
FOR THE PERIOD ENDING DECEMBER 31, 1968

	PAGE
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B) Budget Report	3
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WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512

STATEMENT OF POSITION
EDUCATIONAL FUND - DECEMBER 31, 1968

<u>ASSETS</u>	<u>ACCOUNT NUMBER</u>	<u>BALANCE</u>	<u>ENCUM- BRANCES</u>	<u>UNENCUM- BRANCES BALANCE</u>
Petty Cash	111.00	\$ 630.00	\$ -0-	\$ 630.00
Imprest Fund	112.00	5,000.00	-0-	5,000.00
Cash in Bank	113.00	51,865.17	-0-	51,865.17
<u>Investments</u>				
U. S. Treasury Bills	121.00	788,935.12	-0-	788,935.12
<u>Receivables</u>				
<u>Interfund Receivables</u>				
Receivable from Building Fund	131.02	13,412.90	-0-	13,412.90
Receivable from Auxiliary Fund	131.05	37,983.81	-0-	37,983.81
Receivable from Trust & Agency Fd.	131.06	40,577.94	-0-	40,577.94
<u>Taxes Receivable</u>				
Taxes Receivable - Current	132.00	31,738.13	-0-	31,738.13
<u>Other Receivables</u>				
Acct. Receivable - Chargebacks	138.11	1,313.50	-0-	1,313.50
Accounts Receivable - Other	138-90	1,894.81	-0-	1,894.81
<u>Deferred Charges</u>				
Inventories	162.00	5,260.98	-0-	5,260.98
Deposits	164.00	600.00	-0-	600.00
TOTAL ASSETS		<u>\$979,212.36</u>	<u>\$ -0-</u>	<u>\$979,212.36</u>

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
STATEMENT OF POSITION
EDUCATIONAL FUND - DECEMBER 31, 1968

22

	<u>ACCOUNT NUMBER</u>	<u>BALANCE</u>	<u>ENCUM- BRANCES</u>	<u>UNENCUM- BRANCES BALANCE</u>
<u>LIABILITIES</u>				
<u>Payroll Deductions Payable</u>				
Group Insurance	214.00	\$ 699.75	\$ -0-	\$ 699.75
Other	215.00	.08	-0-	.08
<u>Interfund Payables</u>				
Payable to Building Fund	231.02	138.12	-0-	138.12
Payable to Bond & Inter. Fund	231.03	2,460.20	-0-	2,460.20
Payable to Auxiliary Fund	231.05	1,385.65	-0-	1,385.65
Payable to Trust & Agency Fund	231.06	17,225.00	-0-	17,225.00
<u>Accounts Payable</u>	240.00	28,141.43	-0-	28,141.43
<u>Reserve for Encumbrances</u>	240.10	-0-	61,058.60	61,058.60
<u>Accrued Expenses</u>	256.00	15.20	-0-	15.20
Accrued Other Expenses				
<u>TOTAL LIABILITIES</u>		<u>\$ 50,065.43</u>	<u>\$ 61,058.60</u>	<u>\$111,124.03</u>
Fund Equity		<u>\$929,146.93</u>	<u>\$(61,058.60)</u>	<u>\$868,088.33</u>
<u>TOTAL LIABILITIES & FUND EQUITY</u>		<u>\$979,212.36</u>	<u>\$ -0-</u>	<u>\$979,212.36</u>
<u>SUMMARY OF FUND BALANCE</u>				
Balance, July 1, 1968		\$1,205,370.60	\$ -0-	\$1,205,370.60
Add: Revenue to Date		825,684.03	-0-	825,684.03
Less: Expenditures to Date		\$2,031,054.63	-0-	\$2,031,054.63
Balance, December 31, 1968		<u>1,101,907.70</u>	<u>61,058.60</u>	<u>1,162,966.30</u>
		<u>\$ 929,146.93</u>	<u>\$(61,058.60)</u>	<u>\$ 868,088.33</u>

WILLIAM RAIN HARPER COLLEGE
 DISTRICT #512
 EDUCATIONAL FUND - BUDGET REPORT
 SIX MONTHS ENDED DECEMBER 31, 1968

ACCOUNT NUMBER	REVENUE		UNENCUMBERED BALANCE
	BUDGET	TO DATE	
300.00	\$ 200,000.00	\$ -0-	\$ (1,005,370.60)
410.00			
411.00	\$ 1,092,000.00	\$ -0-	\$ 1,092,000.00
412.00	-0-	-0-	(11,675.62)
	\$ 1,092,000.00	\$ 11,675.62	\$ 1,080,324.38
421.00			
421.10	\$ -0-	\$ 918.00	\$ -0-
421.20	-0-	-0-	-0-
	\$ 437,000.00	\$ 918.00	\$ 396,220.05
	-0-	-0-	(288,824.34)
	\$ 437,000.00	\$ 918.00	\$ 396,220.05
422.00	354,000.00	-0-	325,649.70
423.00	22,000.00	-0-	21,755.00
427.10	6,000.00	147.00	4,720.00
427.00	-0-	96.94	321.19
	\$ 819,000.00	\$ 1,161.94	\$ 459,199.22
431.00			
431.10	\$ 690,000.00	\$ -0-	\$ 303,324.00
431.20	34,000.00	-0-	(7,837.00)
432.00	307,000.00	-0-	307,000.00
433.00	-0-	-0-	-0-
	\$ 1,031,000.00	\$ -0-	\$ 602,487.00
449.00			
	\$ -0-	\$ -0-	\$ (8,398.56)
470.00			
471.00	\$ 15,000.00	\$ 5,467.18	\$ 860.37
472.00	-0-	3,142.36	(3,142.36)
	\$ 15,000.00	\$ 8,609.54	\$ (2,281.99)
491.00			
	\$ -0-	\$ 14.08	\$ (14.08)
	\$ 2,957,000.00	\$ 14.08	\$ 2,131,315.97
	\$ 3,157,000.00	\$ 9,785.56	\$ 1,125,945.37

REVENUE
 Fund Equity, July 1, 1968

Local Resources

Taxes - Current 1968
 Taxes - Back

Intermediate Resources

Tuition - Students
 Resident
 Non-Resident

Estimated Fall 1968 Tuition

Chargeback Revenue
 Student Fees
 Late Registration Fees
 Other Fees

TOTAL

State Resources

State Apportionment

Regular
 Summer
 Board of Voc.Ed. & Rehab. 1968-69
 Other

TOTAL

Federal Resources

Other

Interest on Investments

Treasury Bills
 Certificates of Deposit

TOTAL

Other

Miscellaneous Revenue
 Total Educational Fund Revenue
 TOTAL EDUCATIONAL FUND REVENUE AND
 BEGINNING FUND EQUITY

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
EDUCATIONAL FUND - BUDGET REPORT
SIX MONTHS ENDED DECEMBER 31, 1968

EXPENDITURES	ACCOUNT NUMBER	EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUM. BALANCE
		BUDGET	DEC. TO DATE		
<u>Instruction</u>	110-000				
<u>Salaries</u>	110-510				
Administration	110-511	\$ 114,810.00	\$ 7,808.30	\$ 49,512.30	\$ 65,297.70
Professional	110-512	-0-	220.00	220.00	(220.00)
Instruction	110-513	1,274,896.00	114,114.92	456,087.27	818,808.73
Substitutes	110-514	3,650.00	-0-	170.00	3,480.00
Office	110-515	78,750.00	6,100.60	34,415.84	44,334.16
Other	110-519	-0-	-0-	213.35	(213.35)
		\$1,472,106.00	\$128,243.82	\$540,618.76	\$ 931,487.24
<u>Contractual Service</u>	110-520				
Educational	110-521	\$ 11,750.00	\$ 553.98	\$ 2,239.61	\$ 8,970.83
Other	110-529	1,000.00	1,351.73	1,689.24	(902.05)
		\$ 12,750.00	\$ 1,905.71	\$ 3,928.85	\$ 8,068.78
<u>Instructional Materials & Supplies</u>	110-530				
Classroom	110-531	\$ 21,900.00	\$ 3,164.83	\$ 22,990.21	\$ 33,995.47
Laboratory	110-532	19,725.00			
Technical	110-533	20,107.00			
Audio Visual Aids	110-535	450.00	-0-	-0-	450.00
		\$ 62,182.00	\$ 3,164.83	\$ 22,990.21	\$ 34,445.47
<u>Gen. Mat'l's & Supplies</u>	110-540				
Office	110-541	\$ 6,300.00	\$ 725.66	\$ 3,050.07	\$ 2,939.87
Printing & Duplicating	110-542	7,550.00	473.24	3,987.42	3,324.24
Postage	110-543	-0-	-0-	-0-	-0-
Advertising	110-544	15,420.00	91.65	1,706.30	12,255.86
Publications & Dues	110-545	200.00	-0-	114.75	49.91
Maintenance	110-547	8,360.00	94.65	122.45	7,825.78
Other	110-549	100.00	-0-	13.87	86.13
		\$ 37,930.00	\$ 1,385.20	\$ 8,994.86	\$ 26,481.79

WILLIAM RAINEY HARPER COLLEGE
 DISTRICT #512
 EDUCATIONAL FUND - BUDGET REPORT
 SIX MONTHS ENDED DECEMBER 31, 1968

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EXPENDITURES	ACCOUNT NUMBER	BUDGET	EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUM. BALANCE
			DEC.	TO DATE		
<u>Instruction</u>						
<u>Travel & Meetings</u>						
Meetings	110-550	\$ 3,600.00	\$ -0-	\$ 422.46	\$ 422.46	\$ 3,177.54
Travel	110-551	19,255.00	206.06	4,076.83	6,109.43	13,145.57
Vehicles	110-554	300.00	-0-	-0-	-0-	300.00
		\$ 23,155.00	\$ 206.06	\$ 4,499.29	\$ 6,531.89	\$ 16,623.11
<u>Capital Outlay</u>						
Office	110-580	\$ 57,652.00	\$ 489.00	\$ 14,965.62	16,791.42	40,860.58
Instructional	110-585	28,960.00	1,953.59	21,497.77	23,465.19	5,494.81
		\$ 86,612.00	\$ 2,442.59	\$ 36,463.39	\$ 40,256.61	\$ 46,355.39
TOTAL INSTRUCTIONAL EXP.		\$1,694,735.00	\$137,348.21	\$617,495.36	\$631,273.22	\$1,063,461.78

WILLIAM I. HENRY HARPER COLLEGE
DISTRICT #512

EDUCATIONAL FUND - BUDGET REPORT
SIX MONTHS ENDED DECEMBER 31, 1968

ACCOUNT NUMBER	EXPENDITURES	EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUM. BALANCE
		BUDGET	DEC. TO DATE		
120-000	Learning Resource Center				
120-510	Salaries	\$ 18,000.00	\$ 1,416.66	\$ 8,499.96	\$ 9,500.04
120-511	Administration	73,100.00	4,218.30	21,407.13	51,692.87
120-512	Professional	40,500.00	1,926.09	10,921.34	29,578.66
120-515	Office	\$131,600.00	\$ 7,561.05	\$ 40,828.43	\$ 90,771.57
TOTAL					
120-534	Instru. Mat'l's. & Supplies				
120-534	Library Supplies	\$ 9,000.00	\$ 82.62	\$ 494.25	\$ 8,459.99
120-535	Audio Visual Aids	27,130.00	1,179.96	12,663.77	(134.33)
120-537	Books & Bindings	104,000.00	5,817.23	15,196.87	88,803.13
120-538	Subscriptions, Periodicals & Dues	-0-	-0-	-0-	-0-
TOTAL		\$140,130.00	\$ 7,079.81	\$ 18,708.31	\$ 97,128.79
120-540	Gen. Mat'l's. & Supplies				
120-541	Office	\$ 1,500.00	\$ 59.39	\$ 658.89	\$ 766.88
120-542	Printing & Duplicating	500.00	1.19	34.91	465.09
120-543	Postage	-0-	-0-	-0-	-0-
120-544	Advertising	100.00	-0-	-0-	100.00
120-545	Publications & Dues	150.00	-0-	121.25	28.75
120-547	Repair	1,000.00	-0-	52.45	947.55
TOTAL		\$ 3,250.00	\$ 60.58	\$ 748.50	\$ 2,308.27
120-550	Travel & Meetings				
120-551	Meetings	\$ -0-	\$ 22.40	\$ 46.06	\$ (46.06)
120-554	Travel	2,550.00	33.60	144.27	2,405.73
TOTAL		\$ 2,550.00	\$ 56.00	\$ 190.33	\$ 2,359.67
120-570	Fixed Charges				
120-576	Rental of Equipment	\$ 2,500.00	\$ 125.22	\$ 955.14	\$ 1,544.86
120-580	Capital Outlay				
120-585	Equipment & Furniture	\$ 25,000.00	\$ 4,225.25	\$ 9,884.87	\$ 2,718.13
TOTAL		\$305,030.00	\$19,107.91	\$71,291.92	\$108,198.71
	TOTAL LEARNING RESOURCE EXPENDITURES			\$ 22,281.87	\$ 196,831.29

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
EDUCATIONAL FUND - BUDGET REPORT
SIX MONTHS ENDED DECEMBER 31, 1968

EXPENDITURES	ACCOUNT NUMBER	BUDGET	EXPENDITURES		UNENCUM. BALANCE
			DEC.	TO DATE	
Student Services and Aids					
Salaries	130-000	\$ 84,000.00	\$ 6,933.32	\$ 41,599.92	\$ 42,400.08
Administration	130-510				
Professional	130-511	98,900.00	7,388.52	37,585.05	61,314.95
Office	130-512				
	130-515	58,200.00	5,824.53	31,774.97	26,425.03
TOTAL		\$241,100.00	\$20,146.37	\$110,959.94	\$130,140.06
Contractual Services	130-520				
Educational	130-526	1,000.00	-0-	380.02	619.98
General Materials & Supplies	130-540				
Office	130-541	\$ 4,000.00	\$ 362.44	\$ 3,411.81	\$ 3,852.93
Printing & Duplicating	130-542	1,800.00	55.59	2,152.81	(352.81)
Postage	130-543	-0-	-0-	35.00	(35.00)
Advertising	130-544	100.00	-0-	-0-	27.78
Publications & Dues	130-545	500.00	-0-	78.73	110.73
Medical	130-548	50.00	-0-	-0-	389.27
Vocational Library	130-549	1,250.00	137.58	302.75	50.00
TOTAL		\$ 7,700.00	\$ 555.61	\$ 5,981.10	\$ 6,558.73
Travel & Meetings	130-550				
Meetings	130-551	\$ 400.00	-0-	-0-	\$ 400.00
Mileage-Intra	130-552	400.00	-0-	-0-	400.00
Travel	130-554	4,100.00	-0-	957.60	1,208.08
Vehicle	130-556	-0-	-0-	-0-	2,891.92
TOTAL		\$ 4,900.00	-0-	\$ 957.60	\$ 1,208.08
Capital Outlay	130-580				
Equipment & Furniture	130-585	\$ 5,002.00	-0-	\$ 4,086.38	\$ 4,086.38
TOTAL STUDENT SERVICES EXPEN.		\$259,702.00	\$20,701.98	\$122,365.04	\$136,508.85

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
EDUCATIONAL FUND - BUDGET REPORT
SIX MONTHS ENDED DECEMBER 31, 1968

EXPENDITURES	ACCOUNT NUMBER	BUDGET		EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUM. BALANCE
		DEC.	TO DATE	DEC.	TO DATE		
<u>Data Processing</u>	148-000						
Salaries	148-510						
Administration	148-511	\$ 17,000.00	\$ 1,408.32	\$ 8,449.92	\$ 8,449.92	\$ 8,449.92	\$ 8,550.00
Professional	148-512	35,000.00	2,787.50	15,450.00	15,450.00	15,450.00	19,550.00
Office	148-515	19,800.00	1,659.25	10,691.35	10,691.35	10,691.35	9,108.65
TOTAL		\$ 71,800.00	\$ 5,855.07	\$ 34,591.27	\$ 34,591.27	\$ 34,591.27	\$ 37,208.73
<u>Contractual Services</u>	148-520						
Service Bureau	148-528	-0-	-0-	-0-	-0-	-0-	-0-
Other	148-529	2,475.00	905.28	1,349.97	1,603.91	1,603.91	871.09
<u>General Materials & Supplies</u>	148-540						
Office	148-541	4,000.00	257.18	2,389.39	3,206.46	3,206.46	793.54
Printing & Duplicating	148-542	200.00	19.64	410.04	410.04	410.04	(210.04)
Postage	148-543	-0-	-0-	-0-	-0-	-0-	-0-
Advertising	148-544	100.00	-0-	142.93	167.73	167.73	(67.73)
Publications & Dues	148-545	150.00	9.00	71.55	71.55	71.55	78.45
TOTAL		\$ 4,450.00	\$ 285.82	\$ 3,013.91	\$ 3,855.78	\$ 3,855.78	\$ 594.22
<u>Travel & Meetings</u>	148-550						
Travel	148-554	\$ 1,200.00	\$ 122.10	\$ 443.79	\$ 551.79	\$ 648.21	
<u>Fixed Charges</u>	148-570						
Data Processing Equip. Rental	148-576	\$ 110,414.00	\$ 8,750.40	\$ 55,691.82	\$ 57,686.43	\$ 52,727.57	
<u>Capital Outlay</u>	148-580						
Equipment & Furniture	148-585	4,330.00	-0-	4,224.79	4,224.79	4,224.79	105.21
TOTAL DATA PROCESSING EXPENDITURES		\$ 194,669.00	\$ 15,918.67	\$ 99,315.55	\$ 102,513.97	\$ 92,155.03	

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
EDUCATIONAL FUND - BUDGET REPORT
SIX MONTHS ENDED DECEMBER 31, 1968

EXPENDITURES	ACCOUNT NUMBER	BUDGET	EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUMB. BALANCE
			DEC.	TO DATE		
<u>Institutional Research</u>						
Salaries	158-000	\$15,000.00	-0-	-0-	-0-	\$15,000.00
Administration	158-510	-0-	\$500.00	\$1,750.00	\$1,750.00	(1,750.00)
Professional	158-511	5,400.00	-0-	-0-	-0-	5,400.00
Office	158-512					
TOTAL		\$20,400.00	\$500.00	\$1,750.00	\$1,750.00	\$18,650.00
<u>Contractual Services</u>						
Other	158-520	\$ 500.00	\$ -0-	\$ -0-	\$ -0-	\$ 500.00
158-529						
<u>General Materials & Supplies</u>						
Office	158-540	650.00	-0-	-0-	-0-	\$ 650.00
Printing & Duplicating	158-541	700.00	-0-	-0-	-0-	700.00
Publications & Dues	158-542	150.00	-0-	-0-	-0-	150.00
Other	158-543	50.00	-0-	-0-	-0-	50.00
TOTAL		\$ 1,550.00	-0-	-0-	-0-	1,550.00
<u>Travel & Meetings</u>						
Meeting Expense	158-550	\$ 100.00	-0-	-0-	-0-	\$ 100.00
Travel	158-551	550.00	-0-	-0-	-0-	550.00
TOTAL		\$ 650.00	-0-	-0-	-0-	\$ 650.00
<u>Capital Outlay</u>						
Equipment & Furniture	158-580	\$ 1,200.00	-0-	\$ 371.34	\$ 371.34	\$ 828.66
158-585						
TOTAL INSTITUTIONAL RESEARCH EXP.		\$24,300.00	\$500.00	\$2,121.34	\$2,121.34	\$22,178.66

WILLIAM RAINEY HARPER COLLEGE
 DISTRICT #512
 EDUCATIONAL FUND - BUDGET REPORT
 SIX MONTHS ENDED DECEMBER 31, 1968

EXPENDITURES	ACCOUNT NUMBER	BUDGET	EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUM. BALANCE
			DEC.	TO DATE		
<u>General Administrative Expense</u>						
<u>Salaries</u>						
Administration	160-511	\$ 65,100.00	\$ 5,757.58	\$ 33,299.20	\$ 33,299.20	\$ 31,800.80
Professional	160-512	45,300.00	3,391.66	21,579.96	21,579.96	23,720.04
Office	160-515	60,900.00	4,827.21	28,228.74	28,228.74	32,671.26
Other	160-519	3,000.00	-0-	-0-	-0-	3,000.00
TOTAL		\$174,300.00	\$13,976.45	\$ 83,107.90	\$ 83,107.90	\$ 91,192.10
<u>Contractual Services</u>						
Architect	160-520	\$ 1,500.00	-0-	-0-	-0-	\$ 1,500.00
Financial	160-523	1,000.00	357.19	1,011.84	\$ 1,227.47	(227.47)
Other	160-524	2,500.00	2,253.08	3,831.98	3,976.16	(1,476.36)
TOTAL		\$ 5,000.00	\$ 2,610.27	\$ 4,843.82	\$ 5,203.83	\$ (203.83)
<u>General Materials & Supplies</u>						
Office	160-540	\$ 5,420.00	\$ 318.20	\$ 2,553.48	\$ 2,553.48	\$ 2,866.52
Printing & Duplicating	160-541	8,900.00	1,267.69	5,048.42	7,002.67	1,897.33
Advertising	160-542	2,700.00	21.58	2,497.98	2,807.76	(107.76)
Publications & Dues	160-543	2,800.00	20.75	3,215.83	3,301.83	(501.83)
Other	160-544	500.00	10.65	45.96	216.46	283.54
TOTAL		\$ 20,320.00	\$ 1,638.87	\$ 13,361.67	\$ 15,882.20	4,437.80
<u>Travel & Meetings</u>						
Meeting Expense	160-550	\$ 4,700.00	\$ 473.65	\$ 5,493.73	\$ 5,548.23	\$ (848.23)
Travel	160-551	9,700.00	(180.41)	3,355.43	4,059.71	5,640.29
TOTAL		\$ 14,400.00	\$ 293.24	\$ 8,849.16	\$ 9,607.94	\$ 4,792.06
<u>Fixed Charges</u>						
Rental of Equipment	160-570	\$ 1,500.00	\$ 211.00	\$ 1,200.00	\$ 1,350.00	\$ 150.00
<u>Capital Outlay</u>						
Equipment & Furniture	160-576	7,000.00	-0-	6,449.17	6,574.17	425.83
TOTAL GEN. ADMIN. EXPENDITURES		\$222,520.00	\$18,729.83	\$117,811.72	\$121,776.04	\$100,793.96

WILLIAM RAINEY HARPER COLLEGE
 DISTRICT #512
 EDUCATIONAL FUND - BUDGET REPORT
 SIX MONTHS ENDED DECEMBER 31, 1968

EXPENDITURES	ACCOUNT NUMBER	BUDGET	DEC.	EXPENDITURES TO DATE	EXP. & ENCUMB. TO DATE	UNENCUM. BALANCE
<u>General Institutional Expense</u>	170-000					
<u>Contractual Services</u>	170-520					
Audit	170-521	\$ 3,000.00	-0-	\$ 4,100.00	\$ 4,100.00	\$(1,100.00)
Educational	170-522	6,000.00	-0-	-0-	605.45	5,394.55
Legal	170-527	10,000.00	\$ 1,175.00	5,723.52	5,723.52	4,276.48
Other	170-529	4,805.00	-0-	-0-	225.00	4,580.00
TOTAL		\$23,805.00	\$ 1,175.00	\$ 9,823.52	\$10,653.97	\$13,151.03
<u>General Materials & Supplies</u>	170-540					
Printing & Duplicating	170-542	-0-	-0-	10.14	10.14	(10.14)
Postage	170-543	5,000.00	-0-	3,477.48	4,027.48	972.52
Advertising	170-544	-0-	-0-	-0-	-0-	-0-
Publications & Dues	170-545	-0-	1,400.00	1,400.00	1,400.00	(1,400.00)
Other	170-549	3,000.00	-0-	3.00	3.00	2,997.00
TOTAL		\$ 8,000.00	\$ 1,400.00	\$ 4,890.62	\$ 5,440.62	\$ 2,559.38
<u>Travel & Meetings</u>	170-550					
Other - Innovative & Recruit.	170-559	7,000.00	88.00	2,136.18	2,533.99	4,466.01
<u>Fringe Benefits</u>	170-560					
Group Medical Insurance	170-561	47,500.00	12,686.42	23,884.15	23,884.15	23,615.85
Group Life Insurance	170-562	7,500.00	2,281.37	4,595.79	4,595.79	2,904.21
Travelers Accident Insurance	170-563	2,000.00	-0-	998.00	998.00	1,002.00
Workmen's Compensation	170-564	4,000.00	-0-	2,844.97	2,844.97	1,155.03
Tuition Reimbursement	170-565	7,000.00	-0-	932.00	932.00	6,068.00
Remission - Empl. Tuition	170-566	-0-	-0-	-0-	-0-	-0-
Medical Examinations	170-567	2,000.00	71.00	592.00	592.00	1,408.00
Professional Expense	170-568	9,000.00	-0-	75.00	75.00	8,925.00
Other	170-569	-0-	-0-	-0-	-0-	-0-
TOTAL		\$79,000.00	\$15,038.79	\$33,921.91	\$33,921.91	\$45,078.09

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
EDUCATIONAL FUND - BUDGET REPORT
SIX MONTHS ENDED DECEMBER 31, 1968

EXPENDITURES	ACCOUNT NUMBER	BUDGET	EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUM. BALANCE
			DEC.	TO DATE		
Fixed Charges	170-570					
Interest - Tax Warrants	170-577	\$ 500.00	\$ -0-	\$ -0-	\$ -0-	\$ 500.00
Gen. Ins.-Liab. & Prop.	170-579	2,500.00	-0-	-0-	-0-	2,500.00
TOTAL		\$ 3,000.00	-0-	-0-	-0-	\$ 3,000.00
Other	170-590					
Student Aid	170-591	\$ 44,620.00	-0-	-0-	-0-	\$ 44,620.00
Student Grants, Scholarships - Trustee	170-592	4,140.00	156.00	156.00	516.00	3,624.00
Debt Principal Retirement	170-593					
Tuition Charge-Back	170-594	12,000.00	4,782.50	11,523.22	11,818.06	181.94
Provision for Contingency	170-595.1	25,000.00	-0-	-0-	-0-	25,000.00
Special Projects	170-595.2	15,000.00	-0-	-0-	-0-	15,000.00
Summer Workshop	170-595.3	10,000.00	-0-	7,254.26	7,254.26	2,745.74
Financial Charge-Back	170-596					
Clearing Account	170-598					
Other - Athletics	170-599	16,700.00	-0-	1,801.06	1,801.06	14,898.94
TOTAL		\$ 127,460.00	\$ 4,938.50	\$ 20,734.54	\$ 21,389.38	\$ 106,070.62
TOTAL GENERAL INSTITUTIONAL EXPENDITURES		\$ 248,265.00	\$ 22,640.29	\$ 71,506.77	\$ 73,939.87	\$ 174,325.13
TOTAL EDUCATIONAL FUND EXP.		\$2,949,221.00	\$234,946.89	\$1,101,907.70	\$1,162,966.30	\$1,786,254.70

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
BUILDING FUND - DECEMBER 31, 1968

<u>ASSETS</u>	<u>ACCOUNT NUMBER</u>	<u>12/31/68 BALANCE</u>	<u>ENCUM- BRANCES</u>	<u>UNENCUMBERED BALANCE</u>
Cash in Bank	113.02	\$ 17,186.61	\$ -0-	\$ 17,186.61
Investments	121.00	271,830.63	-0-	271,830.63
Interfund Receivables-				
Educational Fund	131.01	138.12	-0-	138.12
Auxiliary Fund	131.05	474.00	-0-	474.00
Taxes Receivable-				
Current Year	132.00	11,538.14	-0-	11,538.14
Accounts Receivable	138.00	60.00	-0-	60.00
Inventory	162.00	165.00	-0-	165.00
Deferred Charges	160.00	-0-	-0-	-0-
TOTAL ASSETS		\$301,392.50	-0-	\$301,392.50
<u>LIABILITIES</u>				
Interfund Payables-				
Educational Fund	231.01	\$ 13,412.90	-0-	\$ 13,412.90
Trust & Agency Fund	231.06	555.70	-0-	555.70
Reserve for Encumbrances	240.10	-0-	62,992.23	62,992.23
Accounts Payable	241.10	21,704.98	-0-	21,704.98
Reserve for Encumbrances	260.00	-0-	-0-	-0-
Other Liabilities	270.90	-0-	-0-	-0-
TOTAL LIABILITIES		\$ 35,673.58	\$ 62,992.23	\$ 98,665.81
Fund Balance	300.00	\$265,718.92	\$ (62,992.23)	\$202,726.69
TOTAL LIABILITIES & FUND BALANCE		\$301,392.50	-0-	\$301,392.50
<u>SUMMARY OF FUND BALANCE</u>				
Balance, July 1, 1968		\$410,193.68	-0-	\$410,193.68
Add: Revenue to Date		11,751.68	-0-	11,751.68
		\$412,945.36	-0-	421,945.36
Less: Expenditures to Date		156,226.44	\$ 62,992.23	219,218.67
Balance, December 31, 1968		\$265,718.92	\$ (62,992.23)	\$202,726.69

WILLIAM RAINEY HARPER COLLEGE
 DISTRICT #512
 BUILDING FUND - BUDGET REPORT
 FOR THE SIX MONTHS ENDED DECEMBER 31, 1968

REVENUE	ACCOUNT NUMBER	BUDGET	DEC.	REVENUE		UNENCUM. BALANCE
				TO DATE	TO DATE	
Fund Equity, July 1, 1968	300.00	\$ 50,000.00	\$ -0-	\$ 410,193.68	\$ 410,193.68	\$ (360,193.68)
<u>LOCAL RESOURCES</u>						
Taxes - Current Year	411.00	395,000.00	-0-	640.78	640.78	394,359.22
Taxes - Prior Year	412.00	-0-	-0-	3,473.50	3,473.50	(3,473.50)
<u>Intermediate Resources</u>						
Fees and Fines	420.00	750.00	291.00	1,124.00	1,124.00	(374.00)
<u>Federal Resources</u>						
Other - Title VI	441.00	9,800.00	-0-	-0-		9,800.00
<u>Facilities</u>						
Rentals	461.00	-0-	60.00	160.00	160.00	(160.00)
Int. on Investments	470.00	5,000.00	3,142.36	6,223.47	6,223.47	(1,223.47)
Miscellaneous Income	491.00	-0-	2.93	129.93	129.93	(129.93)
<u>TOTAL BUILDING FUND REVENUE</u>		\$460,550.00	\$3,496.29	\$421,945.36	\$421,945.36	\$ 38,604.64

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
BUILDING FUND - BUDGET REPORT
FOR THE SIX MONTHS ENDED DECEMBER 31, 1968

EXPENDITURES	ACCOUNT NUMBER	BUDGET	EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUM. BALANCE
			DEC.	TO DATE		
Operations	517.00	\$ 32,400.00	\$ 2,284.01	\$ 8,837.15	\$ 8,837.15	\$23,562.85
Salaries	518.00	10,175.00	1,127.66	2,590.01	2,590.01	7,584.99
Staff						
Student Aids						
Contractual Services						
Maintenance	524-5.00	2,320.00	-0-	994.57	994.57	1,325.43
Other	529.00	6,500.00	743.40	2,668.75	4,294.72	2,205.28
General Materials & Supplies						
Printing & Duplicating	542.00	300.00	-0-	-0-	-0-	300.00
Operations Supplies	546.00	7,600.00	62.49	750.20	768.50	6,831.50
Equipment Repair	547.00	500.00	-0-	-0-	-0-	500.00
Uniforms & Supplies	549.00	1,240.00	526.65	1,834.23	1,868.94	(628.94)
Automobile Expense						
Automobile Repairs	556.00	1,500.00	63.75	1,108.16	1,279.35	220.65
Automobile Insurance	569.00	1,500.00	-0-	528.75	528.75	971.25
Fixed Charges						
Fuel, Heating	571.00	4,500.00	413.03	606.18	985.59	3,514.41
Electricity	572.00	14,500.00	-0-	3,240.22	4,979.71	9,520.29
Telephone Expense	573.00	24,000.00	5,448.84	10,368.86	10,368.86	13,631.14
Water, Sewage, etc.	574.00	750.00	-0-	18.50	18.50	731.50
Equipment Rental	576.00	3,500.00	120.00	1,065.81	1,065.81	2,434.19
Capital Outlay						
Groundkeeping & New Landscaping	584.00	-0-	-0-	1,050.00	1,050.00	(1,050.00)
Equipment	585.00	12,150.00	480.51	3,963.28	11,655.94	494.06
TOTAL OPERATIONS		\$123,435.00	\$11,270.34	\$39,624.67	\$51,286.40	\$72,148.60

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512

BUILDING FUND - BUDGET REPORT

FOR THE SIX MONTHS ENDED DECEMBER 31, 1968

<u>EXPENDITURES</u>	<u>ACCOUNT NUMBER</u>	<u>BUDGET</u>	<u>EXPENDITURES</u>		<u>EXP. & ENCUMB. TO DATE</u>	<u>UNENCUM. BALANCE</u>
			<u>DEC.</u>	<u>TO DATE</u>		
Maintenance	516.00	\$ 8,200.00	\$1,065.96	\$12,758.57	\$12,758.57	\$(4,558.57)
Salaries	518.00	3,000.00	-0-	-0-	-0-	3,000.00
Staff						
Student Aids						
Contractual Services						
Repairs	524.00	200.00	40.00	1,599.46	1,815.22	(1,615.22)
General Materials & Supplies	547.00	1,200.00	100.31	476.71	520.71	679.29
Capital Outlay						
Equipment	585.00	1,000.00	15.00	725.61	794.73	205.27
TOTAL MAINTENANCE EXPENDITURES		<u>\$13,600.00</u>	<u>\$1,221.27</u>	<u>\$15,560.35</u>	<u>\$15,889.23</u>	<u>\$(2,289.23)</u>
Administration						
Salaries						
Administrative	511.00	\$14,500.00	\$1,204.16	\$ 7,224.96	\$ 7,224.96	\$ 7,275.04
Staff	515.00	6,000.00	573.05	2,801.81	2,801.81	3,198.19
Contractual Services						
Other	529.00	-0-	246.69	374.19	374.19	(374.19)
General Materials & Supplies						
Office Supplies	541.00	240.00	16.39	149.49	179.34	60.66
Printing & Duplicating	542.00	350.00	9.21	34.59	34.59	315.41
Postage	543.00	100.00	-0-	-0-	-0-	100.00
Advertising	544.00	-0-	-0-	109.88	109.88	(109.88)
Publications & Dues	545.00	50.00	-0-	20.00	20.00	30.00
Travel Expense	554.00	700.00	-0-	884.36	884.36	(184.36)
TOTAL ADMINISTRATIVE EXPENDITURES		<u>\$21,940.00</u>	<u>\$2,049.50</u>	<u>\$11,599.28</u>	<u>\$11,629.13</u>	<u>\$10,310.87</u>

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512

BUILDING FUND - BUDGET REPORT
FOR THE SIX MONTHS ENDED DECEMBER 31, 1968

	ACCOUNT NUMBER	BUDGET	EXPENDITURES		EXP. & ENCUM.	UNENCUM. BALANCE
			DEC.	TO DATE		
<u>General Institutional Expense</u>						
<u>Fringe Benefits</u>						
	564.00	\$ 3,000.00	\$ -0-	\$ 549.03	\$ 549.03	\$ 2,450.97
	565.00	100.00	-0-	-0-	-0-	100.00
	567.00	250.00	-0-	20.00	20.00	230.00
		\$ 3,350.00	-0-	\$ 569.03	\$ 569.03	\$ 2,780.97
<u>Fixed Charges</u>						
	575.00	173,000.00	13,000.00	99,524.60	99,524.60	73,475.40
	579.00	2,500.00	5,335.00	6,051.37	6,051.37	(3,551.37)
		\$178,850.00	\$18,335.00	\$106,145.00	\$106,145.00	\$ 72,705.00
<u>Capital Outlay</u>						
	582.00	\$ -0-	\$ 655.00	\$ 655.00	\$ 655.00	\$ (655.00)
	583.00	-0-	-0-	(50,430.89)	-0-	-0-
	584.00	10,000.00	804.68	7,702.39	7,895.02	2,104.98
	585.00	33,577.00	73.25	14,191.52	14,539.77	19,037.23
	586.00	-0-	-0-	11,179.12	11,179.12	(11,179.12)
	589.00	500.00	-0-	-0-	-0-	500.00
	595.00	18,648.00	-0-	-0-	-0-	18,648.00
		\$241,575.00	\$19,867.93	\$ 89,442.14	\$140,413.91	\$101,161.09
		\$400,550.00	\$34,409.04	\$156,226.44	\$219,218.67	\$181,331.33

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
STATEMENT OF POSITION
BOND & INTEREST FUND, DECEMBER 31, 1968

ASSETS	ACCOUNT NUMBER	BALANCE	ENCUM- BRANCES	UNENCUMBERED BALANCE
Cash in Bank	113.00	\$ 8,489.04	\$ -0-	\$ 8,489.04
Investments	121.00	97,272.53	-0-	97,272.53
Interfund Receivable - Ed. Fd.	131.01	2,460.20	-0-	2,460.20
Taxes Receivable - Current Year	132.00	12,787.01	-0-	12,787.01
Taxes Receivable - Back	133.00	151.02	-0-	151.02
TOTAL ASSETS		<u>\$121,159.80</u>	<u>\$ -0-</u>	<u>\$121,159.80</u>
LIABILITIES				
Reserve for Encumbrances	240.10	\$ -0-	\$145,588.37	\$145,588.37
Fund Equity	300.00	121,159.80	(145,488.37)	(24,428.57)
TOTAL LIABILITIES & FUND EQUITY		<u>\$121,159.80</u>	<u>\$ -0-</u>	<u>\$121,159.80</u>
<u>SUMMARY OF FUND BALANCE</u>				
Balance, July 1, 1968		\$489,299.11	\$ -0-	\$489,299.11
Add: Revenue to Date		7,826.32	-0-	7,826.32
Less: Expenditures to Date		\$497,125.43	-0-	\$497,125.43
		375,965.63	145,588.37	521,554.00
Balance, December 31, 1968		<u>\$121,159.80</u>	<u>\$(145,588.37)</u>	<u>\$(24,428.58)</u>

WILLIAM RAINEY HARPER COLLEGE
 DISTRICT #512
 BOND & INTEREST FUND - BUDGET REPORT
 SIX MONTHS ENDED DECEMBER 31, 1968

REVENUE	ACCOUNT NUMBER	REVENUE		UNENCUMBERED BALANCE
		BUDGET	TO DATE	
Fund Equity	300.00	\$ (22,000.00	\$ -0-	\$ (511,299.11)
<u>Local Resources</u>				
Taxes - Current - 1968	411.00	555,954.00	-0-	555,954.00
Taxes - Back		-0-	897.09	(897.09)
<u>Interest on Investments</u>	470.00			
Treasury Bills	471.00	1,000.00	863.76	136.24
Certificates of Deposit	472.00	7,000.00	6,065.47	934.53
Total Revenue		\$ 8,000.00	\$ 6,929.23	\$ 1,070.77
TOTAL REVENUE & BEGINNING		\$563,954.00	\$ 7,826.32	\$ 556,127.68
FUND BALANCE		\$541,954.00	\$ 497,125.43	\$ 44,828.57

EXPEND.	EXPENDITURES	EXPEND. ENCUMB.	TO DATE
Gen. Institutional Expense			
<u>Fixed Charges</u>			
Interest - Bonds	578.00	\$ -0-	\$ 150,691.25
Other			
Bond Principal	593.00	-0-	225,000.00
Bank Service Charge	596.00	-0-	274.38
Total Bond & Interest Expense		-0-	225,453.00
		\$ -0-	\$ 375,965.63
		\$ -0-	\$ 521,554.00

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512

SITE & CONSTRUCTION FUND

PROJECT BUDGET SEPTEMBER 1, 1966 to DECEMBER 31, 1968

EXPENDITURES	ACCOUNT NUMBER	BUDGET	EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUM. BALANCE
			DEC.	TO DATE		
<u>Phase I</u>						
<u>Contractual Services</u>						
Financial Consultants	521.10	\$ 5,800.00	\$ -0-	\$ 2,583.46	\$ 2,583.46	\$ 3,216.54
Educational Consultants	522.10	54,200.00	-0-	53,710.25	53,710.25	489.75
<u>Architectural Engineering</u>						
Design Development Phase	523.10	279,796.00	-0-	279,795.60	279,795.60	.40
Construction Documents Phase	523.20	290,400.00	-0-	290,400.00	290,400.00	-0-
Bid Phase	523.30	16,516.00	-0-	20,706.60	20,706.60	(4,190.60)
Interiors	523.40	10,000.00	1,549.08	14,247.73	14,247.73	(4,247.73)
Plans	523.50	25,000.00	8.48	15,185.27	19,338.93	5,661.07
Model	523.60	1,976.00	-0-	1,976.32	1,976.32	(.32)
Other	523.90	1,000.00	-0-	115.80	115.80	884.20
Legal Counsel	527.00	25,000.00	-0-	20,214.50	20,214.50	4,785.50
		\$ 709,688.00	\$ 1,557.56	\$ 698,935.53	\$ 703,089.19	\$ 6,598.81
<u>Fixed Charges</u>						
Treasurer's Bond	579.10	3,000.00	-0-	2,516.00	2,516.00	484.00
Bond Sale Expense	579.20	2,583.00	-0-	-0-	-0-	2,583.00
Other	579.90	50.00	-0-	4.57	4.57	45.43
		\$ 5,633.00	-0-	\$ 2,520.57	\$ 2,520.57	\$ 3,112.43
<u>Capital Outlay</u>						
<u>Site Acquisition</u>						
Land Cost	581.10	\$1,439,146.00	-0-	\$1,439,146.42	\$1,439,146.42	(.42)
Real Estate Taxes	581.20	13,768.00	-0-	13,941.45	13,941.45	(173.45)
Revenue Stamps & Title Pol.	581.30	8,000.00	-0-	6,968.55	6,968.55	1,031.45
Appraisals	581.40	6,746.00	-0-	6,746.25	6,746.25	(.25)
		\$1,467,660.00	-0-	\$1,466,802.67	\$1,466,802.67	\$ 857.33

WILLIAM RAIN HARPER COLLEGE
 DISTRICT NO. 512
 STATEMENT OF POSITION
 SITE AND CONSTRUCTION FUND, DECEMBER 31, 1968

ACCOUNT NUMBER	BALANCE	ENCUMBRANCES	UNENCUMBERED BALANCE
ASSETS			
Cash in Bank	\$ 115,100.88	\$ -0-	\$ 115,100.88
Investments	2,171,594.25	-0-	2,171,594.25
Interfund Receivables - Educational Fund	-0-	-0-	-0-
Other Receivables - Long Term	25,447.74	-0-	25,447.74
TOTAL ASSETS	\$2,312,142.87	\$ -0-	\$2,312,142.87
LIABILITIES			
Accounts Payable	\$ 256.00	\$ -0-	\$ 256.00
Reserve for Encumbrances	-0-	72,013.77	-0-
TOTAL LIABILITIES	\$ 256.00	\$72,013.77	\$ 256.00
Fund Equity	2,311,886.87	(72,013.77)	2,239,873.10
TOTAL LIABILITIES & FUND EQUITY	\$2,312,142.87	\$ -0-	\$2,312,142.87
SUMMARY OF FUND BALANCE			
Balance, September 1, 1966	\$ -0-	\$ -0-	\$ -0-
Add: Revenue to Date	7,785,231.24	-0-	7,785,231.24
Deduct: Expenditures to Date	\$7,785,231.24	-0-	\$7,785,231.24
Balance, December 31, 1968	5,473,344.37	72,031.77	5,401,330.60
	\$2,311,886.87	\$(72,031.77)	\$2,239,873.10

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
SITE & CONSTRUCTION FUND BUDGET REPORT
PROJECT BUDGET SEPTEMBER 1, 1966 to DECEMBER 31, 1968

<u>REVENUE</u>	<u>ACCOUNT NUMBER</u>	<u>BUDGET</u>	<u>DEC.</u>	<u>REVENUE TO DATE</u>	<u>UNENCUMBERED BALANCE</u>
<u>Intermediate Resources</u>					
<u>Sale of Bonds</u>	425.00				
September 1, 1966 Issue		\$3,375,000.00	\$ -0-	\$3,375,000.00	\$ -0-
December 1, 1966 Issue		4,000,000.00	-0-	4,000,000.00	-0-
Premium on Bonds Sold		\$7,375,000.00	-0-	7,375,000.00	-0-
		360.00	-0-	360.13	(.13)
Accrued Interest		53,094.00	-0-	53,094.42	(.42)
<u>State Resources</u>					
Vocational Education Acct.	432.00	750,000.00	-0-	-0-	750,000.00
<u>Federal Resources</u>					
Title VI 1967-68	443.00	61,091.00	-0-	61,091.00	-0-
HEW Grant	446.00	-0-	-0-	-0-	-0-
<u>Facilities</u>					
Sale of Well Site	464.00	4,000.00	-0-	4,000.00	-0-
Sale of Portable Classrooms	465.00	-0-	-0-	-0-	-0-
<u>Interest on Investments</u>					
Treasury Bills	471.00	80,000.00	-0-	1,296.46	78,703.54
Certificates of Deposit	472.00	300,000.00	8,802.48	289,758.88	10,241.12
		\$ 380,000.00	-0-	291,055.34	88,944.66
<u>Other</u>					
Miscellaneous	491.00	631.00	-0-	630.35	.65
		\$8,624,176.00	\$8,802.48	\$7,785,231.24	\$838,944.76

WILLIAM RAINEY HARPER COLLEGE
 DISTRICT #512
 SITE & CONSTRUCTION FUND
 PROJECT BUDGET SEPTEMBER 1, 1966 to DECEMBER 31, 1968

<u>EXPENDITURES</u>	<u>ACCOUNT NUMBER</u>	<u>BUDGET</u>	<u>EXPENDITURES</u>		<u>EXP. & ENCUMB. TO DATE</u>	<u>UNENCUM. BALANCE</u>
			<u>DEC.</u>	<u>TO DATE</u>		
<u>Equipment</u>						
<u>Office Equipment</u>						
Instructional Administration	585.00	\$ 28,860.47	\$ -0-	\$ 28,860.47	\$ 28,860.47	\$ -0-
Data Processing		1,472.40	-0-	1,472.40	1,472.40	-0-
Nursing		370.70	-0-	370.70	370.70	-0-
Student Personnel		15,433.39	-0-	15,433.39	15,433.39	-0-
Institutional Development		171.21	-0-	171.21	171.21	-0-
Business Office		4,298.86	-0-	4,298.86	4,298.86	-0-
Administration		376.24	-0-	376.24	376.24	-0-
		\$ 50,983.27	-0-	\$ 50,983.27	\$ 50,983.27	-0-
<u>Classroom Equipment</u>						
Office Machines	586.10	\$ 3,430.00	-0-	\$ 3,430.00	\$ 3,430.00	-0-
Musical Instruments		8,641.00	-0-	8,641.00	8,641.00	-0-
Science Equipment		2,461.17	-0-	2,461.17	2,461.17	-0-
Audio Visual Equipment		948.42	-0-	948.42	948.42	-0-
Data Processing Furniture		4,687.66	-0-	4,687.66	4,687.66	-0-
Library Equipment		2,936.12	256.00	1,802.32	2,936.52	(.40)
Art Equipment		1,131.55	-0-	1,131.55	1,131.55	-0-
Social Science Equipment		275.45	-0-	275.45	275.45	-0-
Communications Equipment		393.00	-0-	393.00	393.00	-0-
		\$ 24,904.37	\$ 256.00	\$ 23,770.57	\$ 24,904.77	\$ (.40)
<u>Title VI Equipment</u>						
Science	586.10	\$ 32,438.97	\$ 73.15	\$ 31,802.45	\$ 31,802.45	\$ 636.52
Audio Visual Equipment		25,926.85	-0-	25,926.85	25,926.85	-0-
Art Department Equipment		2,693.26	-0-	2,693.26	2,693.26	-0-
Music Equipment		-0-	-0-	(1,544.00)	-0-	-0-
<u>TITLE VI EQUIPMENT</u>		\$ 61,059.08	\$ 73.15	\$ 58,878.56	\$ 60,422.56	\$ 636.52

WILLIAM RAINY HARPER COLLEGE
DISTRICT NO. 512

SITE AND CONSTRUCTION FUND
PROJECT BUDGET SEPTEMBER 1, 1966 to DECEMBER 31, 1968

EXPENDITURES Equipment	ACCOUNT NUMBER	BUDGET	EXPENDITURES		EXPENDITURES & ENCUMBRANCES	UNEN- CUMBERED BALANCE
			DECEMBER	TO DATE		
Voc. Tech. Equipment						
Business	110-586.21	\$ 19,500.00	\$ -0-	\$ -0-	\$ -0-	\$ 19,500.00
Data Processing	116-586.21	80,656.00	-0-	62,434.66	62,434.66	18,221.34
Law Enforcement	128-586.21	5,500.00	-0-	320.00	702.75	4,797.25
Architecture	110-586.21	65,500.00	-0-	-0-	-0-	65,500.00
Electronics	112-586.23	184,463.00	-0-	173,246.58	178,312.49	6,150.51
Mechanical Design	114-586.23	254,747.00	-0-	18,585.18	18,585.18	236,161.82
Numerical Control	115-586.23	121,455.00	-0-	144,016.00	159,456.00	(38,001.00)
Nursing	116-586.23	2,050.00	-0-	7,683.62	8,376.62	(6,326.62)
Dental Hygiene	117-586.23	2,000.00	(1,314.50)	4,043.74	4,043.74	(2,043.74)
Closed Circuit TV	586.20	13,153.00	-0-	-0-	-0-	13,153.00
TOTAL VOC. TECH.		\$749,024.00	\$(1,314.50)	\$410,329.78	\$431,911.44	\$317,112.56

PHASE II
Contractual Services
Architectural & Engr.

	\$828,050.00	\$ 31,954.50	\$ 31,954.50	\$ 73,266.00	\$ 754,784.00
Capital Outlay	1,993,600.28	-0-	-0-	2,288.75	1,991,311.53
New Buildings	\$2,821,650.28	\$31,954.50	\$ 31,954.50	\$ 75,554.75	\$2,746,095.53
TOTAL PHASE II	\$8,624,176.00	\$32,526.71	\$5,473,344.37	\$5,545,358.14	\$3,078,817.86

WILLIAM RAINIER HARPER COLLEGE
DISTRICT NO. 512

SITE AND CONSTRUCTION FUND

PROJECT BUDGET SEPTEMBER 1, 1966 to DECEMBER 31, 1968

25

EXPENDITURES Capital Outlay Site Improvement	ACCOUNT NUMBER	BUDGET	EXPENDITURES		EXPENDITURES & ENCUMBRANCES	UNENCUMBERED BALANCE
			DEC.	TO DATE		
Minor Improvements	582.10	\$ 500.00	-0-	\$ 94.39	\$ 94.39	\$ 405.61
Water Connection	582.20	4,000.00	-0-	-0-	-0-	4,000.00
		\$ 4,500.00	-0-	\$ 94.39	\$ 94.39	\$ 4,405.61
New Buildings						
Relocatable Building	583.10	\$ 171,605.00	-0-	\$ 171,605.10	\$ 171,605.10	\$ (.10)
Construction Payout to IBA	583.20	2,557,469.00	-0-	2,557,469.43	2,557,469.43	(.43)
		\$ 2,729,074.00	-0-	\$ 2,729,074.53	\$ 2,729,074.53	\$ (.53)

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF Social Science

CANDIDATE

Sharon Zaye Alter

FIELD

U. S. History

PREPARATION

University of Illinois, 9/62-6/66, A.B.

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

U.S. History 30 Sem. Hrs.

University of Illinois 9/66-6/68, U.S. History -
20 Sem. Hrs., European History 16 Sem. Hrs.

MAJOR AREAS

U. S. History

European History

TEACHING EXPERIENCE
(Dates of Positions)

East Leyden High School 9/68 to present - U.S. History

Triton College 9/68 to present

OTHER EXPERIENCE

Coed Grad. Assistant, U. of I. 9/66 - 9/68

Counselor Marx Straus Center, Chicago 9/62 - 9/63

HONORS &
DISTINCTIONS

Deans List - Graduation with honors

PERSONAL

(Age, Marital Status,
Children, Address)

[REDACTED]

RANK & SALARY

Instructor - \$ 8,750.00

RECOMMENDED BY

Jerry S. King

Department

[Signature]

Chairman

[Signature]

Assistant Dean

[Signature]

Dean

WILLIAM RAINEY HARPER COLLEGE
 DIVISION OF Humanities & Fine Arts

CANDIDATE Elizabeth Gialdini

FIELD Fashion Design

PREPARATION University of Cincinnati
Bachelor of Science in Designing (154 sem.hrs)
Art Institute toward M.F.A. (57 sem. hrs.)
(Completion date June 1969)

MAJOR AREAS Fashion Design
Painting & Drawing - Fashion Illustration

TEACHING EXPERIENCE Jan. '63-June '63 Layton School of Art (6 mos.)
1965-1966 Tailoring (self employed)
1964-1966 Substitute at High & Jr. High 2/3yr.
San Francisco - 1 yr.

OTHER EXPERIENCE June '60-June '61 Fashion Coordination
August '61-April '62 Junior House of Milwaukee
June '60-Jan. '69 Free Lance Sportswear
Design-1 yr.

HONORS & DISTINCTIONS 2 college scholarships-University of Cincinnati
Highest women's five year average nati
Mortar Board Award-Outstanding all around
Senior Delta Phi Delta (Art Honorary)

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

RANK ASSISTANT PROFESSOR

STEP & SALARY \$11,200

RECOMMENDED BY

G. P. Makas Department Chairman
[Signature] Assistant Dean
[Signature] Dean

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF Administration

CANDIDATE Omar L. Olson

FIELD Assistant Dean of Continuing Education

PREPARATION B.Ed. , Gonzaga University, Spokane, Washington, 1957
(Degree, School, Semester Hours in M.A. , Gonzaga University, Spokane, Washington, 1965
Subject Field) Ph.D. , University of Washington, Seattle, Washington, 1968

MAJOR AREAS Education , History and Philosophy

TEACHING EXPERIENCE 1957-58, John Rogers High School, Spokane, Washington
(Dates of Positions) 1958-63, Lewis and Clark High School, Spokane, Washington
1963-66, Gonzaga University, Spokane, Assistant Professor
of Education

OTHER EXPERIENCE 1967-68, Research Associate, University of Washington, Seattle
Consultant to Idaho State Board for Higher Education on the role
of Lewis-Clark Normal School in Idaho Higher Education

HONORS AND DISTINCTIONS Phi Delta Kappa, Alpha Sigma Nu, National Education Assoc.
Washington Education Assoc. , National Council for the Social
Studies, Washington State Assoc. for Supervision and Cur-
riculum Development, American Association for Higher
Education, American Association of Colleges for Teacher
Education

PERSONAL (Age, Marital Status, Children, Address)

RANK & SALARY Assistant Dean of Continuing Education, \$19,000 per year

RECOMMENDED BY Selection Committee, and President

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF _____

CANDIDATE John R. Birkholz

FIELD Assistant Dean of Instruction and Transfer Programs

PREPARATION Wisconsin State, 1951-55, B.S.
(Degree, School,
Semester Hours in Northern Ill. Univ., 1959, MS + 43 grad. hrs. primarily
Subject Field) in Business area.

MAJOR AREAS Business Education, Accounting, Economics and
Social Sciences

TEACHING EXPERIENCE 12 years teaching experience,
(Dates of Positions) Sauk Valley Coll., Sept. 66-June 67, Chairman Div. of Bus
Joliet Jr. Coll., Sept. 60-June 66, Economics
Byron H.S., Sept. 56, June 60, Business
Wis. School for Girls, June 55-Aug. 56, Business
Aug. 1967-present

OTHER EXPERIENCE Chairman - Div. of Business & S.S. - Harper College
Chairman - Faculty Senate - Harper College

HONORS AND Nat'l. Science Foundation Grant, Junior College
DISTINCTIONS Teacher of Economics, U. of Missouri, Summer 1964.
Inst. of Life Ins. Grant, U. of Ill., Summer 1959

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

RANK & SALARY Selection Committee and President

RECOMMENDED BY _____

M C K E E - B E R G E R - M A N S U E T O I N C .

Construction Consultants · Engineers

300 W. WASHINGTON STREET · CHICAGO, ILLINOIS 60606

FINANCIAL 6-7030

CABLE: COSCONSULT, CHICAGO

February 25, 1969

Mr. R. L. Mueller
Corbetta Construction Company
875 East Rand Road
Des Plaines, Illinois

Subject: Harper College
Palatine, Illinois
14th CPM Monitor Dated February 19, 1969

Dear Mr. Mueller:

Enclosed is CPM Monitor Report No. 14 consisting of the updated network diagram and computer printouts.

Our recent review revealed that the structural concrete, exterior masonry and glazing is proceeding or nearing completion on all buildings with the exception of Building "E". Activities in these areas have increased in the past few weeks and notable progress has been made. The project is now at the point where concentration must be placed on all inside activities. This is vital for projected progress to meet the scheduled completion date.

The computer printout indicates Building "A" is currently 14 days behind schedule. To achieve this we eliminated the time allowances for the building punch list (12 days), final acceptance (10 days), weather delay (10 days) and tunnel punch list (5 days) for a total time reduction of 37 working days. The time reductions were made to show optimum construction completion dates. We plan on reinstating the deleted durations in the next computer printout.

With the activities mentioned above, included in this printout, Building "A" is 51 days behind schedule.

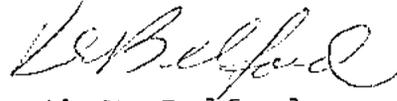
The time reductions have also been made on Buildings "B", "C" and "F" as indicated on the attached summary chart.

Mr. R. L. Mueller
February 25, 1969
Page 2

At this point in time, it must be noted that with only 90 working days remaining to the scheduled completion date, all activities are at or near the point of being critical. If the scheduled dates are in anyway delayed, the project will continue to lose time and job continuity will be lost.

Very truly yours,

McKEE-BERGER-MANSUETO, INC.



Kenneth E. Belford

KEB:eg
Enclosure

cc: Messrs. Joe Donnino, Jim Manusos, J. Brown
Corbetta Construction Co. with Enclosures
Mr. D. R. McNulty - I.B.A.
Mr. M. Brickman - DHEW
Mr. R. J. Hughes - Harper College with Enclosures
Mr. Terry Ahearn - Comstock - Gibson Electric Co. with Encls.
Mr. J. M. Weisenberger - Wm. Zeigler & Son, Inc. with Encls.
Mr. Ted Cuchna - H. S. Kaiser Company with Encls.
Messrs. R. Fridstein, A. Alfe, W. Jarvis, Ed Tymura
Fridstein, Fitch & Partners with Enclosures
Mr. R. G. Sobieski - Reliable Sheet Metal with Encls.

HARPER COLLEGE
MONITOR REPORT NO. 14
FEBRUARY 19, 1969

BUILDING "A"

This building has now reached that point where inside-activities need immediate attention. Activities which require attention are as follows:

1. Floor topping in all areas
2. Dry food storage and coolers
3. Walls and interior partitions
4. Plaster ceilings
5. Special electric systems
6. Rough-in plumbing in kitchen
7. Insulation of plumbing and heating
8. Insulation for roof
9. Elevators and dumbwaiter
10. Test systems

BUILDING "B"

Power plant is on schedule but is continuing to lose time at a rate that indicates it will complete behind schedule. Activities that require attention are as follows:

1. Power to equipment
2. Temperature control
3. Ductwork
4. Insulation
5. Test plumbing and heating
6. Fire alarm
7. Install rolling steel door

BUILDING "C"

This building is ahead of schedule and progressing satisfactorily. Activities that require attention are as follows:

1. Install metal studs
2. Gypsum wall board
3. Wood paneling

4. Lab sinks and plumbing fixtures
5. Interior masonry partitions
6. Insulate and test systems
7. Special electric systems
8. Built-up roof and flashing

BUILDING "D"

Building "D" remains critical and will continue to be behind schedule. The west wing and center core could be completed by the scheduled completion date and made available to the owner if desired. All items of construction in this building are critical.

BUILDING "E"

Building "E" while behind schedule can be completed by the scheduled completion date. The contractor chose to delay the start of this building based on adequate time remaining to complete. Current progress indicates that this is so.

BUILDING "F"

This building has reached a point where the inside activities are now critical for continued progress in order to meet the scheduled completion date. Activities that require attention are as follows:

1. Plumbing drains
2. Masonry partitions - all floors
3. Interior partitions - all floors
4. Insulation - all floor
- 5.. Heating - second floor
6. AHU units
7. Door frames
8. Complete mechanical room
9. Power to equipment
10. Test first floor systems
11. Ceilings

BUILDING	UNIT	CPM SCHEDULE WITH ALL DURATIONS	ADJUSTED CPM SCHEDULE*
Student Center	A	-51	-14
Power Plant	B	+ 2	+43
Fine Arts	C	+38	+58
Science Building	D	-60	
Lecture Building	E	-52	
Resource Center	F	-49	-17

* Time allotted for activities described as Final Acceptance, Building Punch List, General Punch List and Weather have been deleted.

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
Office of Education

MONTHLY CONSTRUCTION REPORTS

A. Project Number 3-5-00009-0
State
Code No. 23

B. Applicant WILLIAM RAINEY HARPER COLLEGE C. Location 1501 S. Roselle Rd. Palatine, Ill.

Code Action E2
Numeric Date: 02/14/69
Mo. Day Year
(Mo.: 01 to 12)
(Day: 01 to 31)
(Year: 68 to 99)

D. Description of Project
BUILDINGS OF NEW JUNIOR COLLEGE CAMPUS

E. Report No. 16 For Month of January, 19 69

(Architect completes the above box)

F. Status of Construction by Prime Contract (s)
As of Date of Visit

Contract No.	Contractor	Start Date (Act.)	Scheduled Completion	% Time Elapsed	% Work Completed
74-95-01	Corbetta Construction Co., of Illinois	10/23/67	7/1/69	71%	65%
% All Prime Contracts				71%	65%

G. Summary of Change Orders Approved Since Last Report (Attach Copy of Each Change Order)

Contract No.	C.O. No.	Description	Contract Cost Chg.	New Net Amount
74-95-01	25	Install 110 L.F. of 24" diameter galvanized culvert to be used at the intersection of Road "A" and Algonquin Road.	\$1,655.00	12,372,698.34

H. General description of overall progress including details as to factors contributing to failure to meet construction schedule.

Site 83%

- Unit A - Approximately 66% complete.
- Unit B - Approximately 85% complete.
- Unit C - Approximately 80% complete.
- Unit D - Approximately 54% complete.
- Unit E - Approximately 21% complete.
- Unit F - Approximately 70% complete.

I. Briefly describe corrective actions by the contractor (s) to correct discrepancies noted in your last report. If corrective action not taken, give explanation.

- "A" - 38 days behind schedule.
- "B" - 9 days ahead of schedule.
- "C" - 34 days ahead of schedule.
- "D" - 44 days behind schedule.
- "E" - No work until Spring.
- "F" - 35 days behind schedule.

Inclement weather, particularly extreme cold, have contributed to the delays.

J. Briefly describe work being performed at time of visit. February 6, 1969

- Glazing in D, F, A & K.
- Exterior masonry on A, K, and F.
- Interior masonry in A and F.
- Plastering in C and B.
- Mechanical and Electrical work in A, B, C, F and K.
- Setting door frames, partitions, lathing, dry wall, window frames, glazing in A, B, C, F and K.
- Forming concrete beams and columns on D and E.
- Commonwealth Edison Company working on primary electrical service installation.
- Still no positive action from Sanitary District for Algonquin Road sewer.

February 14, 1969
Date


Signature of architect or architect's representative preparing report

1. This form is to be completed in original and two copies. The original and one copy shall be forwarded to the OE District Engineer.
2. If additional space is required to complete information or to furnish comments, attach additional sheets.

McK E E - B E R G E R - M A N S U E T O I N C.

Construction Consultants • Engineers

300 W. WASHINGTON STREET • CHICAGO, ILLINOIS 60606 • FINANCIAL 6-7030 • CABLE CCSCONSULT, CH-2400

January 31, 1969

Mr. R. L. Mueller
Corbetta Construction Company
875 East Rand Road
Des Plaines, Illinois

Subject: Harper College
Palatine, Illinois
13th CPM Monitor Dated January 22, 1969

Dear Mr. Mueller:

Enclosed is CPM Monitor Report No. 13, consisting of the updated network diagrams and computer printouts.

At the time of this review, the General Contractor had installed temporary enclosures for Buildings A, C, and D. However, the problem of floor and roof drainage of excess water remains in all buildings. As stated at the last job meeting, corrective measures were to be taken to improve the drainage situation.

BUILDING "A"

The computer printout indicates this unit is currently 38 working days behind schedule, a loss of 23 working days since our last report.

Our previous report was made December 18, 1968 or 23 working days previous to this report. Most critical activities at present are the 2" concrete topping at elevation 758-0 and heating activities on the 1st and 2nd floors. Activities which should have been accomplished during the month of January include:

- Dry food storage and coolers
- 2" concrete topping at elevation 772-0
- Start elevators and dumbwaiters
- Distribution duct 2nd floor
- Concrete Topping area "J"
- Rough-in distribution plumbing pipe (Mechanical Room)

All activities which are scheduled during a month and are not being delayed by the completion of another activity must be worked on during that month to prevent losses equal to the total working days available during a reporting period.

BUILDING "B"

This building is now 9 days ahead of schedule, a loss of 23 working days since our last report. Work within this building should be continued and no further loss of time allowed. Temperature control work and insulation are the critical activities along with the final glazing.

BUILDING "C"

"C" building is 34 working days ahead of schedule and progressing in a pattern of assured completion to meet the completion date. The computer indicates a loss of twenty-one (21) working days since our last report on this unit.

Critical path flows through metal stud partitions, gypsum wallboard, ceramic tiles, lath and plaster, temperature control, test and balance all systems.

BUILDING "D"

An additional 17 working days have been lost in the schedule for this building since our last report and it is now 44 working days behind schedule. With 110 working days left till the schedule completion date of July 1, 1969, it now appears that the loss is too great to recover and that this building will not be completed on schedule.

The most critical activity presently is the completion of the concrete work.

BUILDING "E"

The General Contractor will finish "E" unit as was discussed in previous meetings and anticipates no undue setbacks in any phase of construction.

BUILDING "F"

Building "F" is 35 working days behind schedule as indicated in the computer printout, a loss of 11 working days since our last monitor.

Mr. R. L. Mueller
Corbetta Construction Company
Page 3

BUILDING "F" (Cont'd.)

With the rescheduling of work within this building, we expect an improvement in its overall status before the next monitor report. Completion of exterior masonry and the interior masonry wall are the most critical activities.

Very truly yours,

McKEE-BERGER-MANSUETO, INC.


Darrell W. Munson

DWM:eg

cc: Messrs. Joe Donnino, Jim Manusos, J. Brown
Corbetta Construction Co. with Enclosures
Mr. D. R. McNulty - I.B.A.
Mr. M. Brickman - DHEW
Mr. R. J. Hughes - Harper College With Enclosures
Mr. Terry Ahearn - Comstock - Gibson Electric Co. With Encls.
Mr. J. M. Weisenberger - Wm. Zeigler & Son, Inc. With Encls.
Mr. Ted Cuchna - H. S. Kaiser Company With Encls.
Messrs. R. Fridstein, A. Alfe, W. Jarvis, Ed Tymura
Fridstein, Fitch & Partners With Enclosures
Mr. R. G. Sobieski - Reliable Sheet Metal With Encls.

MEMORANDUM

February 26, 1969

TO: Dr. Robert E. Lahti

FROM: Dr. G. Kenneth Andeen

SUBJECT: Faculty Promotions - Fall, 1969

The following information and recommendations are given concerning promotions.

The Faculty Promotions Committee considered twenty-six persons whose names had been submitted to them for consideration. The criteria used by the committee in evaluating the candidates is attached to this memo. Their recommendations have come in varying degrees: a) highly recommended, b) recommended, c) minimum recommendation.

The chairman of each division has also made recommendations concerning the eligible teachers in his faculty. The criteria used by the division chairmen includes those items included in the Faculty Promotions Committee criteria, together with his own personal contacts with each faculty member. This includes class visitations, observations regarding cooperation and quality of work on faculty committees and response to various assignments, as well as the teacher's contribution to the entire institution and the community it serves.

The final review has been made by the deans of the college where each eligible faculty member was reviewed in regard to his role in the interdisciplinary life of the college. The effect of promotion in regard to the meaning of rank for the institution was considered as well as the effect upon the individual and his own division.

-2-

Of special interest is the desire of the Faculty Promotions Committee that a teacher not be eligible for promotion into a higher rank until he has served at least one full year in the instructor's rank, two at the rank of assistant, and three at the rank of associate. If this criteria were enforced this year, only the three faculty members eligible for promotion from instructor to assistant could be considered. However, since the Board of Trustees has approved a "grandfather clause" relationship for twenty teachers employed during the first year of the college, there are a number of persons eligible for promotion to the associate rank. This is the only year this exception will be made.

Those recommended for promotion from instructor to assistant professor are:

Anna Marie Bazik
John W. Davis
Rose M. Trunk

From assistant professor to associate professor:

Michael W. Bartos
Joseph L. Clouser
Larew M. Collister
Raymond A. Hylander
Sherwin L. King
John M. Muchmore
Roger A. Mussell
John H. Thompson

From associate professor to professor:

George P. Makas

(Harper College Faculty Promotions Committee)

Positive

To the Assistant level:

1. Completed additional hours of work in his field.
2. Outstanding work in his field: course coordinator, set up a new course, etc.
3. Has done his share of the committee work here at Harper.
4. Has served at the last level of rank for a period of time--one year.

To the Associate level:

1. Shows some professional growth
 - a. additional courses
 - b. seminars
 - c. in-service work shops
2. Outstanding work in his field: publication, paper read, set up new courses, etc.
3. Has done his share of the committee work here at Harper.
4. Has served at the last level of rank for a period of time--two years.
5. If claims to GRANDFATHER CLAUSE are valid, then minimum qualifications are met.

To the Professor level:

1. Shows some professional growth
 - a. additional courses
 - b. seminars
 - c. in-service workshops
2. Outstanding work in his field: publication, paper read, etc.
3. Has done his share of the committee work here at Harper.
4. Has served at the last level of rank for a period of time--three years.
5. Has all the qualifications and we feel tenure should go with this rank and we recommend promotion to the rank of full professor as soon as tenure is granted (teaching faculty ONLY).

Negative

1. Additional hours needed to fill the basic requirements.
2. Lack experience.
3. Shows no sign of professional growth since initial placement.
4. Has not taught at his present level sufficient number of years.
5. Has not done his part in becoming involved in the committee work here at Harper.
6. Meets minimum qualifications, but at this time we feel we are unable to evaluate this person.

Highly Recommended - received a YES vote from all members on the committee.
 Recommend - received ONE no vote
 Minimum - received TWO or more no votes

MEMORANDUM

February 26, 1969

TO: Dr. Robert E. Lahti
FROM: Mr. William J. Mann
SUBJECT: Promotion - July 1, 1969

From Instructor to Assistant Professor

Mr. Donald W. Collins

I. SUBJECT

Change of Board Policy on Application Fee.

II. REASONS FOR CONSIDERATION BY BOARD

Recommendation for change in board approved policy.

III. BACKGROUND INFORMATION

The present policy requires a \$10.00 application fee which is applicable to tuition when a student matriculates. The application fee is non-refundable if the student does not enroll at Harper. Many students (especially adults) are not consistent in their attendance pattern. The clerical time involved in checking the records to verify if credit has been awarded for the application fee has become a concern, with the projected enrollments for the future it may become prohibitive.

We would like to propose a non-refundable, non-applicable application fee of \$10.00 for full time students and \$5.00 for part-time students. This would be a fee paid only at the time of application and would be used to defray the cost of the processing procedure.

Additional revenue from this policy change would be approximately \$20,000.00 per year.

In a sample of similar policies in ten community colleges and all four year state colleges, results were as follows:

1. Two colleges required no application fee.
2. Two colleges charged a \$10.00 fee which applied to the tuition.
3. Four colleges charged a \$10.00 non-applicable non-refundable application fee.
4. One college charged a \$25.00 tuition deposit.
5. One college charged a \$10.00 registration fee (payable each registration).
6. All four year state institutions with the exception of Southern Illinois University require a \$15.00 non-refundable, non-applicable application fee.

IV. RECOMMENDATION

It is recommended that Harper College charge a non-refundable application fee of \$10.00 for full time, and \$5.00 for part-time students and that the fee not apply toward tuition payment. This policy to become effective in the fall of 1970.

Frank M. Hines *Attorney at Law*

31 PARK LANE
ELK GROVE VILLAGE, ILLINOIS 60007
437-0241 AND 437-0242

February 10, 1969

Dean William Mann
William Rainey Harper College
1200 Algonquin Road
Palatine, Illinois

Re: Power Maintenance Building

Dear Dean Mann:

Enclosed you will find (1) Resolution, (2) Certifications thereof, and (3) Quit Claim deed, all relative to the above.

I believe you are aware of Mr. Daspit's recent statement to the effect that the Illinois Building Authority could not enter into a written agreement regarding the assurances we wanted; however, he did once again give me verbal assurance that no problems were anticipated so long as the change had the approval of the Junior College Board.

Mr. Daspit indicates that the IBA must have a Quit Claim deed to the added improvement, and in that regard, I have prepared the enclosed documents. The Quit Claim deed and Certifications are to be returned to me after they have been signed and the resolution adopted; the resolution which is enclosed, is for your files.

Sincerely,

Frank M. Hines

FMH:cas

Encl.

QUIT CLAIM DEED—Statutory
(ILLINOIS)
(CORPORATION TO CORPORATION)

Approved By Chicago Title and Trust Co.
Chicago Real Estate Board

(For Use Only in Recorder's Office)

THE GRANTOR BOARD OF JUNIOR COLLEGE DISTRICT NO. 512, COUNTIES OF COOK, WANE, LAKE & MCHENRY & STATE OF ILLINOIS, a municipal corporation created and existing under and by virtue of the laws of the State of Illinois and duly authorized ~~to transfer~~ in the State of Illinois, for the consideration of --- Ten and 00/100 ----- DOLLARS, and other good and valuable consideration, in hand paid, and pursuant to authority given by the Board of of said corporation CONVEYS and QUIT CLAIMS unto the Illinois Building Authority, an agency

~~organized~~ organized and existing under and by virtue of the laws of the State of Illinois having its principal office in the city of Chicago County of Cook and State of Illinois all interest in the following described Real Estate situated in the County of Cook and State of Illinois, to wit: Power Maintenance Building (inclusive of the Vocational Technical Education wing) consisting of a four-bay building with outside dimensions of 61 feet 11-1/2 inches by 121 feet 11-1/2 inches, said building located on the college campus in Sections 28 and 33, Township 42 North Range 10 East of the 3rd Principal Meridian.

In Witness Whereof, said Grantor has caused its corporate seal to be hereto affixed, and has caused its name to be signed to these presents by its Chairman ~~Richard L. Johnson~~ and attested by its Secretary, this day of February, 1969.
BOARD OF JUNIOR COLLEGE DISTRICT NO. 512
(NAME OF CORPORATION)

~~Signature~~
~~Notarial Seal~~
~~Witness~~

BY _____ Chairman
ATTEST _____ SECRETARY

State of Illinois, County of COOK ss., I, the undersigned, a Notary Public, in and for the County and State aforesaid, DO HEREBY CERTIFY, that RICHARD L. JOHNSON, personally known to me to be the ~~Chairman~~ Chairman of the Board of Junior College District No. 512

IMPRESS
NOTARIAL SEAL
HERE

~~Jessalyn M. Nicklas~~ JESSALYN M. NICKLAS, personally known to me to be the Secretary of said corporation, and personally known to me to be the same persons whose names are subscribed to the foregoing instrument, appeared before me this day in person and severally acknowledged that as such Chairman ~~Richard L. Johnson~~ and Secretary, they signed and delivered the said instrument as Chairman ~~Richard L. Johnson~~ and Secretary of said corporation, ~~in presence of the corporation~~ pursuant to authority, given by the Board of of said corporation as their free and voluntary act, and as the free and voluntary act and deed of said corporation, for the use and purposes therein set forth.

Given under my hand and official seal, this _____ day of February, 1969

My commission expires _____ 19 _____

NOTARY PUBLIC

ADDRESS OF PROPERTY:

MAIL TO: NAME, ADDRESS, CITY AND STATE

THE ABOVE ADDRESS IS FOR STATISTICAL PURPOSES ONLY AND IS NOT A PART OF THIS DEED

AFFIX "RIDERS" OR REVENUE STAMPS HERE

DOCUMENT NUMBER

C E R T I F I C A T E

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Junior College District No. 512, Counties of Cook, Kane, Lake, and McHenry, State of Illinois, and as such official I do further certify that attached hereto is a true, correct, and compared copy of a resolution adopted by said Board at a meeting thereof held on February 27, 1969, pertaining to the conveying of the Power Maintenance Building to the Illinois Building Authority, and a true, correct, and compared copy of the minutes of the meeting whereat said resolution was adopted insofar as said minutes and meeting pertained thereto. I do further certify that a faithful record of the proceedings so had on the 27th of February, 1969, has been made in the official records of the said District now remaining in my custody and safe-keeping.

IN WITNESS WHEREOF I have hereunto affixed my official signature of office at _____, Illinois, this _____ day of _____, 1969.

Secretary

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, is currently participating in Phase I of it's construction program with the Illinois Building Authority, and,

WHEREAS, following the completion and approval of final budgets and building plans and specifications relative to said program and the award of construction contracts pertaining thereto, and following due deliberation thereon, it was found and determined by the College Board that it would be financially and otherwise advantageous to the District and the total construction program to expand the Power Maintenance Building to include the Vocational Technical Education wing (referred to in the plans and specification and hereinafter as Unit "B") to a new size of four 30-foot bays during the current Phase of construction instead of constructing said Unit "B" in two stages as originally contemplated and as set forth in the overall construction program, one such bay during the first stage and the remaining three bays during Phase II, and,

WHEREAS, the District has negotiated a contract with Corbetta Construction Company, the General Contractor of Phase I, to expand said Unit "B" from a one bay building with outside dimensions of 61 feet 11-1/2 inches by 31 feet 11-1/2 inches, to a four bay building with outside dimensions of 61 feet 11-1/2 inches by 121 feet 11-1/2 inches, for an additional gross charge of \$103,135.00 (One Hundred Three

Thousand One Hundred Thirty Five and 00/100 Dollars) which contract has been approved and recommended by both Architects and by the College and Administration, and

WHEREAS, the Authority has reviewed the plans and specifications and the facts pertaining to the aforesaid alteration is of the opinion that the additional amount of \$103,135.00 as reflected by said negotiated contract is a sound and desirable expenditure representing an efficient procedure in providing for a necessary item of construction, and, that the District is thus entitled to a credit for such expenditure at such future time as the college enters into another phase of construction with the Illinois Building Authority,

IT IS HEREBY RESOLVED as follows:

(1) That ownership of and title to that portion of Unit "B" consisting of three 30 foot bays, which lie west of a line 31 feet 10-1/2 inches West of and parallel to the East exterior wall of Unit "B", which portion is located upon real estate heretofore conveyed to the Authority by the District, be and hereby is conveyed to the Illinois Building Authority by the College District.

(2) That title to said three bays is being conveyed to the Illinois Building Authority by the District for the purpose of receiving credit toward the District's twenty-five per cent (25%) share at the time of the next phase of construction in the amount of \$103,135.00.

(3) That said credit is and shall remain, contingent until said future phase of construction upon compliance by the District with all rental payment requirements provided for by law.

(4) That the Chairman and Secretary of this Board be and are hereby authorized to execute Quit Claim Deed conveying ownership of said three bay improvement to the Illinois Building Authority.

Richard Johnson (s)
Richard Johnson
Chairman

Attest:

Jessalyn M. Nicklas (s)
Jessalyn M. Nicklas
Secretary

RECEIVED
JAN 24 1969
R-2
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Frank M. Hines *Attorney at Law*

31 PARK LANE
ELK GROVE VILLAGE, ILLINOIS 60007
437-0241 AND 437-0242

January 24, 1969

Dean William Mann
William Rainey Harper College
1200 West Algonquin Road
Palatine, Illinois

Dear Dean Mann:

Enclosed you will find proposed form on nominating petition notice, which should be approved by the College Board at its next meeting. The resolution need simply provide for the approval thereof and the publication thereof as required by law.

If there are any questions, let me know.

Sincerely,

Frank M. Hines

FMH:cas

Encl.

NOTICE IS HEREBY GIVEN that nominating petitions for membership on the Board of Junior College District Number 512, Counties of Cook, Kane, Lake, and McHenry, and State of Illinois, for the annual election to be held on April 12, 1969, to elect two members for the full three year term, may be filed not earlier than February 26, 1969, and not later than March 21, 1969, between the hours of 8:30 o'clock A.M. and 5:00 o'clock P.M. excepting Saturdays, Sundays, and school holidays, with Dean William Mann, in behalf of the undersigned College Board Secretary, at the Administration Offices at 1200 Algonquin Road, Palatine, Illinois.

Jessalyn M. Nicklas
Secretary
Board of Junior College
District No. 512
1200 Algonquin Road
Palatine, Illinois

Frank M. Hines *Attorney at Law*

31 PARK LANE
ELK GROVE VILLAGE, ILLINOIS 60007
437-0241 AND 437-0242

January 24, 1969

[Handwritten scribbles and initials]

Dean Willaim Mann
William Rainey Harper College
1200 West Algonquin Road
Palatine, Illinois

Re: Use of Voter Affidavits in Lieu of Poll Books

Dear Dean Mann:

Enclosed you will find resolution which the Board should adopt prior to the annual election, if it wishes to authorize the use of affidavits in lieu of poll books.

I have worded the resolution to authorize the judges to make this substitution, rather than to provide carte blanche therefor, so as to permit the judges some flexibility at the local level and to duplicate the system used by the underlying districts.

In my opinion, this approach would in no way affect the validity of the election. If you have any questions, please let me know.

Sincerely,

[Handwritten signature]

FMH:cas

Encl.

R E S O L U T I O N

IT IS HEREBY RESOLVED by the Board of Junior College District No. 512, Counties of Cook, Kane, Lake, and McHenry, as follows:

Section 1. That the several judges of election be authorized to use numbered affidavits to vote (required under Section 9-9 of the School Code) in lieu of the poll list and poll book, as authorized in Section 9-14 of the School Code, at the forthcoming annual Board election to be held on April 12, 1969.

Section 2. That the judges of election shall, previous to any vote being taken, severally subscribe to and take oath or affirmation provided for in Section 9-8 of the School Code on separate blanks provided for that purpose.

Section 3. That after the election, such affidavits to vote and judges' oaths shall be filed in the same manner as is required for the deposit of the poll books under Section 9-16 of the School Code.

President

Attest:

Secretary

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF Administration

CANDIDATE Carl Regehr

FIELD Graphic Design

EDUCATION 1938-1941. Woodbury College, Los Angeles, California.
Department of Art.

1943-1946. Aviation Cadet Program, USAF. Graduated.

1946-1947. University of Denver, Denver, Colorado.

EXPERIENCE 1966-date. Illinois Institute of Technology, Institute of
Design, Chicago, Illinois. Associate Professor.

1960-date. President, Carl Regehr Design, Inc., Chicago,
Illinois.

1966. Design Consultant, Department of Development and
City Planning. Development of graphic standards for the
comprehensive plan, Future City Planning, Chicago.

1964. Vice President and Design Director, New Chicago
Foundation, publishers of "Chicago" magazine.

1953-1960. Design Instructor, Bert Ray Studios, Chicago,
Illinois.

1950-1953. Designer, Hoflund-Schmidt Corporation, Denver,
Colorado.

1947-1950. Artist, W. H. Kistler Company, Denver,
Colorado.

PRESENTATIONS 1968

Religion and Art Seminar Speaker, Valparaiso University,
Indiana - "The Expression of Values Through Visual
Communication."

Design and Vision Seminar Speaker, University of Utah -
"Education of the Designer, Year 2000."

Seminar Speaker, Midwest Design Conference, University
of Illinois - "Visual Design in the Twentieth Century."

(more)

Candidate
Carl Regehr
(Continued)

PRESENTATIONS

(Continued)

1967. Jury member, Alliance Graphique, Expo '67, Montreal, Canada.

1965. Member of Mayor's Committee for Cultural and Economic Development, City of Chicago.

1963. Seminar leader, International Design Conference, Aspen, Colorado. Seminar participant, Aspen Institute of Humanistic Studies - "The Public Role in the Scientific Revolution," funded by the National Science Foundation.

1962. Producer and photographer of 16mm sound and color film entitled "Nature of a Day," a visual exploration of one ecological environment. Winner of several film festival awards.

Winner of over 200 awards from major design shows in the United States and abroad.

MEMBERSHIPS

American Institute of Graphic Arts
Chicago Society of Communication Arts
Society of Typographic Arts
Aspen International Design Conference
Alumnus, Aspen Institute of Economic Studies
Audubon Society of America
Chicago Ornithological Society
Sierra Club
Chicago Arts Club
Life Member, Chicago Art Institute
Armour Faculty Club, IIT

BOARD INFORMATION

SUBJECT:

Tabulation of Purchase Orders issued for Furniture approved by Board on January 23, 1969.

INFORMATION:

At the January 23, 1969 meeting the Administration requested the Board's approval to proceed with the preparation of purchase orders for furniture on which bids were received and evaluated. The request was qualified by the statement "that the total figure for each award was a maximum and would possibly be reduced due to smaller quantities or deletions."

The original qualified tabulation and the actual results are listed below:

<u>ORIGINAL</u>	<u>SUPPLIER</u>	<u>AWARD</u>
\$ 6,628.09	Art Metal	\$ 4,394.45
18,991.09	Bedard Morency	22,766.84
2,310.00	C.A. S. Interiors	----0----
2,329.00	Contemporary American Furniture	2,329.00
52,268.00	Contract Interiors	51,744.00
85,992.54 (plus fabric)	Educational & Institutional	82,021.57
22,495.92	Jacobs Office Equipment	22,495.92
5,438.36	Office Equipment	2,955.72
92,807.00	Office Services	86,526.16
12,553.35	Prairie State	9,926.75
<u>52,448.86</u>	Rochelle	<u>52,448.86</u>
\$354,262.21 (plus fabric)		\$337,609.27

SUMMARY:

The grand total of the purchase orders issued is \$16,652.94 less than the original amount approved, and also includes the \$5,000.00 approved for fabric. The total difference is actually \$21,652.94.

Hearing Notice

Public notice is hereby given that at the Zoning Board of Appeals of the Village of Schaumburg will hold a public hearing on March 5, 1969 at 8:00 p.m. in the Village Hall at 231 Civic Drive, Schaumburg, Illinois to consider a request for pre-annexation zoning from A to B-2 with a planned development of property located on the north-west corner of Algonquin and Quentins Road and legally described as follows:

Lots 12 and 13 in Geiler's Subdivision of parts of the southwest quarter of Section 27, the southeast quarter of Section 28, and the northeast quarter of Section 33, and the northwest quarter of Section 34, Township 42 North, Range 10 east of the third principal meridian in Cook County, Illinois.

All persons desiring to be heard will be given the opportunity.

MATHEW T. HELSPER
Chairman
Zoning Board of Appeals
Village of Schaumburg

Published in Schaumburg
Herald Feb. 14, 1969.

Report to be given By J. Hives
AT Bd meeting Feb 27, 1969