

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

AGENDA

April 24, 1969

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
- IV. Approval of Disbursements
 - a. Construction Payouts and Change Orders
 - b. Bills Payable
 - c. Payroll - March 16, to April 15, 1969
 - d. Estimated Payroll - April 16, - May 15, 1969
- V. Communications
- VI. Unfinished Business
- VII. New Business
 - a. Recommendation: Teaching Faculty Appointments Exhibit A-1 to 12
(To be hand carried)
Administrative Appointments Exhibit B-1, 2
 - b. Discussion: 1. Fringe Benefit Proposal Study Exhibit C-1, 2, 3
2. Contract extension
 - c. Recommendation: Portable Unit Sale Approval Exhibit D
 - d. Report: Construction Progress Report Exhibit E
 - e. Other
- VIII. President's Report
- IX. Adjournment

April 21, 1969

BOARD OF TRUSTEES

Dear Trustee:

Enclosed is the Agenda and supporting information for the regularly scheduled Board meeting to be held Thursday April 24, 1969, 1200 West Algonquin Road, Palatine, Illinois at 8:00 p.m.

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

Sincerely,

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, April 24, 1969

CALL TO ORDER: The regular meeting of the Board of Junior College District No. 512 was called to order at 8:10 p.m., April 24, 1969, in the Board Room of the Administrative Center at Algonquin and Roselle Roads, Palatine, Illinois, by Chairman Johnson.

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

Also present: Robert E. Lahti, Donald Andries, John Birkholz, Frank Borelli, Mary C. Edwards, Charles F. Falk, Ed. Goodwin, David Groth, Robert Hughes, Larry King, George Makas, William Mann, Don Misic, Roger Mussell, Henry Roepken, Joan Roloff, Jay Singelmann, John Thompson and Frank Vandever--Harper College; Frank M. Hines--Board Attorney; Terry Babb--Harper Student; Mary Schlott--Paddock Publications; Ruth Schulman--Day Publications; W. C. Bonvillain--Caudill Rowlett & Scott; E. Eric Jones, Ed Tymura, Frank Larocca--Fridstein, Fitch & Partners.

In the absence of Secretary Hamill, Member Haas moved and Member Hansen seconded the motion to nominate Member Nicklas as Secretary Pro Tempore. The nominations were closed and motion unanimously carried.

APPROVAL OF MINUTES: Member Haas moved and Member Nicklas seconded the motion to approve the minutes of the regular Board meeting of April 10, 1969, and the minutes of the adjourned Board meeting of April 17, 1969, as distributed. Motion unanimously carried.

DISBURSEMENTS: Member Hansen moved and Member Haas seconded the motion that W. J. Mann, Dean of Business, be authorized to approve the following construction payouts:

Fridstein, Fitch & Partners,
Architectural & Engineering Services \$11,448.86

Fridstein, Fitch & Partners
Soil Testing 367.60

DISBURSEMENTS:
Construction
Payouts (Cont.)

Mr. Mann, answering the Board's question, reported that a detailed invoice had been included showing the breakdown on these charges in conjunction with concrete quality control and testing of built-up roof. Member Haas clarified this further by stating that the name of the company doing the testing was Soil Testing Services and the type of testing being done was not necessarily soil testing alone.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas

Nays: None

Change Orders

Member Haas moved and Member Hansen seconded the motion to approve the following change orders:

Change Order #30, Corbetta Construction Co., enlarge room #113 to house central panel console	\$660.00
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Change Order #29, Corbetta Construction Co., install fire clay lining in incinerator stack	629.00
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Mr. Mann explained that on Change Order #30 the central panel console was too large for the room. He stated that on Change Order #29 the Palatine people had suggested the fire clay lining mainly because it would lengthen the use of the incinerator stack.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas

Nays: None

Bills Payable

After discussion, Member Haas moved and Member Nicklas seconded the motion to approve for payment the Bills Payable of April 24, 1969, as follows:

Educational Fund	\$51,226.35
Building Fund	19,296.68
Site and Construction Fund	11,519.09
Auxiliary Fund	8,843.44
	<u>\$90,885.56</u>

DISBURSEMENTS:
Bills Payable
(Cont.)

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas
Nays: None

Payrolls

Member Haas moved and Member Hansen seconded the motion to approve for payment the payroll of March 16-31, 1969, in the amount of \$80,766.19, the payroll of April 1-15, 1969, in the amount of \$117,484.61, and the estimated payroll of April 16 to June 15, 1969, in the amount of \$434,000.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas
Nays: None

Dr. Lahti reported that Mr. Roepken and one of the students from the newspaper were at the Board meeting. Mr. Roepken stated the Board had received a copy of the Harper yearbook and a copy of the Harbinger. He pointed out that the Harbinger is a national prize winner, 1st class from the A.C.P. He stated two more issues of the Harbinger would be published before the end of the semester. Terry Babb, Editor of the Harbinger, discussed the number of staff on the newspaper and the yearbook.

Dr. Lahti commented on the great strides the newspaper and yearbook had made over the first year and stated he intended to send his compliments to the editors. In answer to a question from Member Moats, Dr. Lahti stated the number of issues published of a college newspaper is generally based on the money available.

The Board thanked Mr. Roepken for the yearbooks and Member Haas moved and Member Hansen seconded the motion to pass a **resolution** complimenting the staff of the yearbook and the newspaper for their fine work. Motion unanimously carried.

COMMUNICATIONS:

Secretary Pro Tempore Nicklas read a communication from the Dental Hygiene Program inviting the Board to their first capping ceremony, to be held on May 18, 1969, at 3:00 p.m., in the Little Theater of Forest View High School.

COMMUNICATIONS:

Mr. Borelli announced that the award banquet would be held on May 16, 1969, at 7:00 p.m. in the Carousel Restaurant.

Dr. Lahti announced that the graduation ceremonies would be June 6, 1969, Friday, at St. Viator High School auditorium.

UNFINISHED

BUSINESS:

Fringe Benefit
Proposal Study

Dr. Lahti stated the Board wanted to set a date to meet with the faculty committee to discuss the evaluation system and grievance procedure.

Dr. Makas stated he would have copies made of the proposed evaluation system to be sent to Dr. Lahti for distribution to the Board. As there is no change in the grievance procedure, copies will not be sent as the Board had received these previously.

Upon agreement of the Board, Chairman Johnson scheduled an adjourned Board meeting on Tuesday, May 13, 8:00 p.m., in the Board Room. The Board meeting of May 8, 1969, was canceled as most of the Board members will be attending the IACJC conference in Peoria on that date.

NEW BUSINESS:

Teaching
Faculty
Appointments

Mr. Birkholz, on behalf of Dr. Andeen, discussed the candidates being presented to the Board for appointment. He stated the college was striving for an average salary of \$10,000.00 within each division for beginning teachers.

Mr. Thompson discussed the needs of the Math and Science Division, pointing out that thirteen candidates would eventually be brought before the Board.

Mrs. Roloff presented the background and qualifications of Mrs. Pauline Jenness for the developmental program in math. A discussion followed.

Member Haas moved and Member Hansen seconded the motion to employ Mrs. Pauline Jenness, in the field of Mathematics--Remedial, with the rank of Assistant Professor, at a salary of \$13,000.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Moats and Nicklas
Nays: Member Johnson

NEW BUSINESS:
Teaching Faculty
Appointments
(Cont.)

Chairman Johnson explained his negative vote. He stated he felt the Board should be very careful in hiring people from local districts, and that he thought this action should have been deferred until the Board had the answer that the principal had been contacted and the answer as to what this would be doing to this particular district. Chairman Johnson stated he felt this would just create problems.

Mr. Thompson stated the next three candidates being presented had answered the Wall Street Journal advertisement. He commented that the college was pleased with the quality of the candidates applying. Mr. Thompson discussed the background and qualifications of Raymond M. Moehrlin.

Member Hansen moved and Member Nicklas seconded the motion to approve the employment of Raymond M. Moehrlin, in the field of Mathematics, with the rank of Associate Professor, at a salary of \$11,600.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas

Nays: None

Mr. Thompson discussed the background and qualifications of Ronald Bensema.

Member Hansen moved and Member Nicklas seconded the motion to approve the employment of Ronald P. Bensema, in the field of Mathematics, rank of Instructor, at a salary of \$10,000.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas

Nays: None

Mr. Thompson discussed the background and qualifications of Mrs. Sharon M. Miller.

Member Haas moved and Member Hansen seconded the motion to approve the employment of Mrs. Sharon M. Miller, in the field of Biology, rank of Instructor, at a salary of \$8,800.00.

NEW BUSINESS:

Teaching

Faculty

Appointments

(Cont.)

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas

Nays: None

Dr. Makas discussed the background and qualifications of Jerry F. Davidson in the field of Music.

Member Haas moved and Member Nicklas seconded the motion to approve the employment of Jerry F. Davidson, in the field of Music, rank of Instructor, at a salary of \$8,700.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas

Nays: None

Dr. Makas reported on the staff needs in his division for the coming year. He then discussed the background and qualifications of Francis Mary Hesser in the field of Art History and Art Appreciation.

Member Haas moved and Member Hansen seconded the motion to approve the employment of Francis Mary Hesser, rank of Assistant Professor, at a salary of \$10,500.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats, and
Nicklas

Nays: No

Mr. Powell discussed the background and qualifications of Robert C. Shaw, in the field of English. He explained that Mr. Shaw understood the rank of Assistant Professor was contingent upon the receipt of his doctorate in June, 1969; otherwise his rank would be Instructor.

Member Haas moved and Member Moats seconded the motion to approve the employment of Robert C. Shaw, rank of Assistant Professor (contingent upon receipt of doctorate in June, 1969), at a salary of \$9,150.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and Nicklas
Nays: None

NEW BUSINESS:
Teaching Faculty
Appointments
(Cont.)

Mr. Birkholz discussed the staff needs of Division of Business and Social Sciences. He then requested Mr. Larry King present candidates for the Social Sciences area.

Mr. King discussed the background and qualifications of Carl P. Lewis, in the field of U. S. History.

Member Hansen moved and Member Moats seconded the motion to approve the employment of Carl Patrick Lewis, rank of Assistant Professor, at a salary of \$11,500.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas
Nays: None

Mr. King discussed the background and qualifications of Charles L. Joly in the field of Psychology.

Member Haas moved and Member Hansen seconded the motion to approve the employment of Charles L. Joly, rank of Assistant Professor, at a salary of \$13,000.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas
Nays: None

Mr. Charles Falk discussed the background and qualifications of Franklyn G. McClintock in the field of Management-Economics. A discussion followed, in which Chairman Johnson questioned how thoroughly this person's qualifications had been probed. After further discussion, Member Hansen moved and Member Moats seconded the motion to approve the appointment of Franklyn G. McClintock, rank of Assistant Professor, at a salary of \$13,500.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Moats and Nicklas
Nays: Johnson

Dr. Lahti recommended Mr. Birkholz investigate further on this candidate and report to the Board.

NEW BUSINESS:
Teaching
Faculty
Appointments
(Cont.)

Mr. Falk discussed the background and qualifications of Daniel Danis in the field of Accounting--Business Law.

Member Hansen moved and Member Haas seconded the motion to approve the employment of Daniel Danis, rank of Assistant Professor, at a salary of \$13,500.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas

Nays: None

Mr. Falk discussed the background and qualifications of Robert G. Held, in the field of Accounting.

Member Nicklas moved and Member Moats seconded the motion to approve the employment of Robert G. Held, rank of Instructor, at a salary of \$10,700.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas

Nays: None

Mr. Falk discussed the background and qualifications of Donald T. Sedik, in the field of Management.

Member Haas moved and Member Hansen seconded the motion to approve the employment of Donald T. Sedik, rank of Instructor, at a salary of \$12,500.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas

Nays: None

A discussion followed on the use of the rank of Instructor in connection with the Food Services people. Mr. Birkholz stated it was his understanding these were administrative positions with instructional responsibilities. He further pointed out it would be wise to give them title of Instructor for the State Board of Vocational-Education. Dr. Lahti **commented** the term Instructor could be used on other forms but not on their contracts and employee Board information forms. He stated this would be reviewed and changed.

NEW BUSINESS:
Teaching
Faculty
Appointments
(Cont.)

Mr. Edward Goodwin reviewed the background and qualifications of Edward Garmathy, in the field of Professional Baker.

Member Hansen moved and Member Nicklas seconded the motion to approve the employment of Edward Garmathy, as Professional Baker, at a salary of \$11,000.00, on a 12 months basis, with three weeks vacation.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas
Nays: None

Mr. Goodwin discussed the background and qualifications of John Edward Januszko, in the field of Hotel and Restaurant.

Member Hansen moved and Member Moats seconded the motion to approve the employment of John Edward Januszko, as Hotel and Restaurant Manager, at a salary of \$13,000.00 on a 12 months basis, with four weeks vacation.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas
Nays: None

Mr. Goodwin discussed the background and qualifications of Siegfried Stober, in the field of Food Service.

Member Haas moved and Member Moats seconded the motion to approve the employment of Siegfried Stober, field of Food Service, at a salary of \$12,000.00 on a 12 months basis, with three weeks vacation.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas
Nays: None

Mr. Goodwin discussed the background and qualifications of Mrs. Suzanne Heron, in the field of Food Service Management.

NEW BUSINESS:
Teaching
Faculty
Appointments
(Cont.)

Member Nicklas moved and Member Moats seconded the motion to approve the employment of Suzanne Herron, field of Food Service Management, at a salary of \$9,000.00 on a 12 months basis with three weeks vacation.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and Nicklas

Nays: None

Mr. Roger Mussell discussed the various staff members needed in the technical areas.

Administrative
Appointments

Dr. Lahti requested that the opening of new position of Assistant Director of Student Activities and the College Center be tabled at this time as more study was needed on this position.

Mr. Frank Borelli discussed the background and qualifications of Joyce Ann Nolen in the area of Counseling.

After discussion, Member Haas moved and Member Moats seconded the motion to approve the employment of Mrs. Joyce Ann Nolen, rank of Assistant Professor, at a salary of \$11,000.00 for a 39 week contract.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and Nicklas

Nays: None

Mr. Borelli discussed the background and qualifications of Miss Rita M. Gould for the position of Coordinator of Health Services. Chairman Johnson asked for a definition of this position. Dr. Lahti stated this person would be primarily charged with counseling, along with coordination and management of student records. Chairman Johnson stressed the need for a psychiatric nurse. After further discussion amongst the Board, it was agreed this matter would be deferred and handled later.

Fringe Benefit
Proposal Study

Chairman Johnson asked the Board what their pleasure was in respect to the fringe benefit study.

NEW BUSINESS:
Fringe Benefit
Study (Cont.)

Member Haas moved the employment of Towers, Perrin, Forster & Crosby, Inc., to conduct a study of fringe benefits and report to the Board; this study to encompass the various areas in which we are interested to determine whether or not we want to adopt a fringe benefit program and, if so, what type--whether it would be a cash or deferred compensation, life insurance, health insurance, disability, etc.--and that the cost of the study not exceed \$7,500.00.

A discussion followed in which Member Hansen stated he leaned more toward Booz Allen and Hamilton because of their background in the field of education. Member Moats stated, on the basis of the letters, he would be more favorable to Booz Allen and Hamilton, pointing out he was not at the interview. Member Nicklas felt Booz Allen and Hamilton's experience with educational institutions would be preferable.

Member Haas stated his preference of Towers, Perrin, Forster & Crosby, Inc., was because they have had more experience in this broad field, not necessarily in education, and that while he recognized the desirability of having some kind of contact with educational institutions, he didn't think it was necessarily essential. He stated further he did not really care which company did the study, but that he would like to see something started.

After further discussion, Chairman Johnson asked if there were a second to the motion, and, upon hearing none, declared the motion had failed.

Member Hansen moved and Member Moats seconded the motion to approve the employment of Booz Allen & Hamilton, Inc., to conduct a fringe benefit study as set forth in their proposal dated March 4, 1969. (Exhibit C-2 attached to minutes in Official Book of Minutes.)

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas

Nays: None

NEW BUSINESS:
President's
Contract
Extension

A discussion followed on the extension of the President's contract. Chairman Johnson pointed out this would be an extension of the existing elements of the present contract and provide that in October there would be a review, as in the past. Member Haas stated he did not feel this would be much of a contract. The Board Attorney, Frank Hines, stated that a properly worded contract providing a certain length of employment and a certain salary could be worked out.

Member Haas stated he would support such a solution and would consult with Mr. Hines and try to have it ready for the next meeting.

Portable Unit
Sale

Mr. Mann discussed the sale of the portable units stating a tentative offer of \$10,000 each for all eight units had been received from District #54, and District #54 had agreed to pay all costs of moving.

Member Hansen moved and Member Nicklas seconded the motion to accept the offer of School District #54, as set forth in Exhibit D, and that the Chairman and Secretary of the Board of Trustees be authorized to sign the agreement. (Copy of agreement attached to minutes in Official Book of Minutes.)

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas

Nays: None

Construction
Progress Report

Dr. Lahti informed the Board representatives from Fridstein, Fitch & Partners and Caudill, Rowlett and Scott were at the meeting to discuss the progress of the project.

Mr. Ed Tymura pointed out the progress on the job had been accelerated the past month. He stated the percentage of time elapsed was 81% and the percentage of work completed 74%, or a gain in the last month of almost 5%. He reported Buildings D and E were definitely behind schedule and mentioned a problem the heating contractor was having with the bonding company. Otherwise, he stated there is no problem with the mechanical trades.

NEW BUSINESS:
Construction
Progress
Report (Cont.)

Dr. Lahti and the Board members expressed their concern with the progress. During the discussion it was suggested that Mr. Egidi come before the Board and explain how he is going to meet the schedule if he does not use premium time. Mr. Mann pointed out the moveable equipment is due July 1. The Board asked Mr. Bonvillain of Caudill, Rowlett & Scott, for his opinion. Mr. Bonvillain stated he felt the person holding the key to the progress of this project is Mario Egidi, President of Corbetta Construction Company. He stated he felt Mr. Egidi should be requested to meet with the Board to explain how he is going to get these buildings ready on schedule or why they won't be ready. Mr. Bonvillain commented that he did not necessarily agree with Saturday overtime, as it was difficult to get the workmen on Saturday, but suggested the possibility of 10 or 12 hour days from the workmen. Mr. Eric Jones urged that such a meeting be called at the earliest possible time. The Board agreed to meet on May 1, 1969, at 8:00 p.m., in the Board Room with Mr. Egidi.

Mr. Frank Larocca stated he represented one part of the architectural firm of Fitch, Larocca, Carrington and Jones. He stated he believed a decision should be made in reference to the change in management of the firm of Fridstein, Fitch & Partners, as Mr. Fridstein was leaving the firm.

In the discussion which followed, Member Haas pointed out the college has a contract with the architects, C.R.S. and Fridstein, Fitch & Partners, who have arranged a partnership for this one joint venture. He stated the contract is with that group. Member Haas stated he was looking to that entire group as far as liability features in the violation of the contract--if there is any failure to complete. From a legal standpoint, he stated as far as he is concerned, whatever deals they have in breaking up or making new arrangements are not important.

Mr. Hines, Board Attorney, stated he agreed almost entirely with Member Haas. Concerning the contract, he stated all principals are obliged to perform, and the college is under no obligation to take any notice that there has been a split with one of the partners.

NEW BUSINESS

Construction
Progress
Report (Cont.)

Mr. Jones stated the only interest of his firm is to get this job completed, and that all principals of original firm have this commitment. He further stated that in effect, since Mr. Fridstein has withdrawn--resigned from the firm--then it is their responsibility to complete the project. Mr. Jones stated they knew direction had to be taken and that they would have Mr. Fridstein, as well as other members of the firm, present at the meeting on May 1.

OTHER:

Award for
Typing
Stations

Mr. Misic explained that originally L-typing stations for classrooms were on the bid request for moveable furniture in December. The bids received were not acceptable, and no award was made. A second bid was sent out and resulted in a similar situation. Because of a shortage of time, a price was negotiated for 104 L-typing stations, 70 of which would be reimbursed under the VEA grant and 34 paid for from Harper funds.

Member Haas moved and Member Hansen seconded the motion that a contract be awarded for 104 L-shaped typing stations to Allied School Equipment, Inc., for a total amount of \$6,916.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas
Nays: None

Award of bid for
Library
Shelving

Mr. Misic discussed the bid for library shelving and stated it was guaranteed installation would be complete by August 1.

Member Haas moved and Member Nicklas seconded the motion to approve the award of bid for library shelving to Remington Rand, Library Bureau, in the sum of \$19,610.45, including delivery and installation charges.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas
Nays: None

OTHER:

Award of Bid
for Office
Furniture for
Bldgs. D & F

Mr. Collins stated this bid was for office furniture for Buildings D and F, and that H.E.W. would actually pay for this out of the I.B.A. budget.

Member Hansen moved and Member Nicklas seconded the motion to approve the award of bid for office furniture for buildings "D" and "F" to Office Services for a total of \$36,424.00, including delivery and installation charges.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas

Nays: None

Award of Bid
for Office
Furniture for
Bldg. A

After discussion, Member Haas moved and Member Nicklas seconded the motion to approve the award of bid for office furniture for Building "A" to Office Services for a total of \$92,053.00, including delivery and installation charges.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas

Nays: None

Reimbursement of
Tuition Fees at
a Private
University

Chairman Johnson called attention to a memorandum distributed by Dr. Lahti in reference to a tuition reimbursement for Mr. Stephen T. Franklin for the second half of a course in comparative religions which he has taken at the University of Chicago. Last month the Board approved the costs of tuition for the first half of the course.

Member Haas moved and Member Hansen seconded the motion to approve the reimbursement of \$198.00 for tuition for a course in History of Religions for Stephen T. Franklin, Instructor in Philosophy. Motion unanimously carried.

Faculty
Promotions

Dr. Lahti presented the recommendation of the faculty review committee on faculty promotions.

Member Hansen moved and Member Moats seconded the motion to approve the promotion of Mr. Ronald Stewart from Instructor to Assistant Professor, effective in the 1969-1970 academic year.

OTHER:

Upon roll call, the vote was as follows:

Faculty

Promotion

(Cont.)

Ayes: Members Haas, Hansen, Johnson, Moats and
Nicklas

Nays: None

Caps and Gowns

Dr. Lahti asked the Board if they wished to be gowned at the graduation ceremonies, or if they wished to just have the Chairman in cap and gown. It was the consensus of the Board that the Chairman be gowned only. Dr. Lahti stated the Chairman acts on behalf of the Board and the other members of the Board would be seated in a special section and recognized by the Chairman prior to the ceremony.

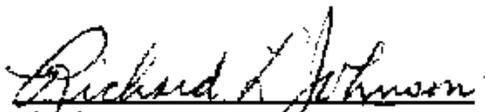
Dr. Lahti informed the Board the faculty was raising the question of whether or not the Board was favorable to underwriting the cost of their caps and gowns. Chairman Johnson pointed out that it was desired and hoped that all faculty members would participate in the graduation ceremony. Dr. Lahti added they add color to the ceremony with their degrees and colors.

In the discussion which followed on the cost of caps and gowns, it was brought out that this was a professional expense. Mr. King stated that a majority of the faculty were planning on attending the graduation, but probably a lot of them had exhausted their professional expense funds. Mr. Andries read from the Policy Manual (3.5.2) where it states that professional expenses incurred in June may be charged to the next year's expense account. The Board agreed this would take care of any faculty member whose professional expense funds had been exhausted.

Member Moats moved and Member Nicklas seconded the motion that caps and gowns for faculty members for the graduation ceremonies can be considered a professional expense and can be taken out of this year's expense or next year's. Motion unanimously carried.

ADJOURNMENT:

Member Haas moved and Member Hansen seconded the motion to adjourn the meeting at 12:50 a.m., to Thursday, May 1, 1969, in the Board Room.


Chairman Johnson


Secretary Pro Tempore Nicklas

A G R E E M E N T

THIS AGREEMENT, by and between the Board of Education of Community Consolidated School District No. 54, Cook County, Illinois (hereinafter referred to as the School) and the Board of Junior College District No. 512, Counties of Cook, Kane, Lake, and McHenry, and State of Illinois (hereinafter referred to as the College),

W I T N E S S E T H :

WHEREAS, the College is the owner of eight (8) Holiday Inn Relocatable building units (hereinafter referred to as the units), and

WHEREAS, the College has determined that said units are no longer useful and necessary for College purposes, and thus wishes to sell same, and

WHEREAS, the School has determined that it would be useful and necessary for School purposes to acquire said units,

NOW, THEREFORE, IT IS HEREBY AGREED BY AND BETWEEN THE SCHOOL AND THE COLLEGE, AS FOLLOWS:

1.) The College agrees to sell to the School, and the School agrees to purchase from the College, said eight (8) Holiday Inn relocatable units, the purchase price to be Eighty Thousand and 00/100 Dollars (\$80,000.00), Forty Thousand and 00/100 Dollars (\$40,000.00) thereof to be paid to the College not more than thirty (30) days after the College has given notice to the School, as provided in Paragraph 4 hereof. The balance of Forty Thousand and 00/100 Dollars (\$40,000.00) shall be paid to the college no later than July 1, 1970.

2.) Included in the purchase price and to be included in the Bill of Sale, conveying said units, are the following items: floor rugs; front and rear stairs and porches; and a secondary electrical load distribution center.

3.) The College represents and warrants to the School that the College is the absolute owner of said units and items, that they are free and clear of all liens, charges, and encumbrances, and that the College has full right, power, and authority to sell same. All warranties of quality, fitness, and merchantability are hereby expressly excluded; however, the College states that it has no knowledge of defects therein. Said units and items are purchased by the School "as is".

4.) The College shall disconnect the utilities; remove items not attached, which are not included in this transaction; and vacate said units and notify the School thereof and that the units are ready for relocation by written notice to be received at it's Business Office, 105 Audubon Place, Hoffman Estates, Illinois, no later than August 15th, 1969. The College's performance shall thereupon be deemed

executed and complete (other than site-rejuvenation work described in the following Paragraph 5) and it shall be the responsibility and the duty of the School to make all arrangements (and pay the costs and expenses thereof and related thereto) pertaining to the moving of said units from their current location to their destination, to secure approval and permits required (if any) from officials of the municipalities and road authorities involved, and any other related matters.

5.) The College assures the School that it shall have adequate ingress and egress to and from the site as is necessary to the moving operation for a thirty day period from and after the date notice is given of the availability of the units as set forth in the preceding Paragraph 4. The College further assumes responsibility for all site-rejuvenation work required by the site owner (including but not limited to the removal of the sidewalk, if necessary, and filling and grading) provided, however, that the School shall be responsible and liable for any and all damage to the site and improvements thereon inflicted during and in connection with the moving operation, including but not limited to damage to trees and parking lot.

6.) If prior to receipt of notice described in Paragraph 4 hereof, one or more of the units are destroyed or materially damaged by fire or other casualty, by other than the act of the School or it's agent(s), this agreement as to such unit or units so damaged or destroyed, at the option of the School and upon written notice to the College, shall become inoperative and the purchase price shall be reduced pro rata, each of the installments to be reduced equally.

7.) The School agrees to secure adequate liability insurance providing protection against bodily injury and property damage for the entire moving operation.

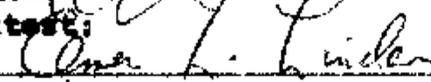
IN WITNESS WHEREOF, the Chairman and Secretary of the College, and President and Secretary of the School, have hereunto affixed their official signatures of office this 24th day of April, 1969.

BOARD OF EDUCATION OF
COMMUNITY CONSOLIDATED
SCHOOL DISTRICT NO. 54,
COOK COUNTY, ILLINOIS

BY:

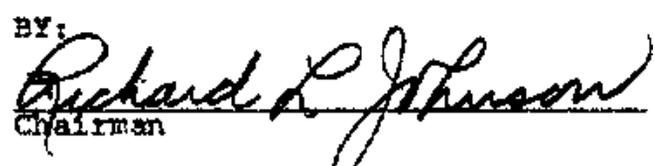

President

Attest:

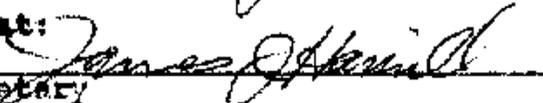

Secretary

BOARD OF JUNIOR COLLEGE DISTRICT
NO. 512, COUNTIES OF COOK, KANE,
LAKE, AND MCHENRY, AND STATE OF
ILLINOIS

BY:


Chairman

Attest:


Secretary

WILLIAM RAINEY HARPER COLLEGE

April 24, 1969

To: Board of Trustees

From: Administration

Subject: Construction Payouts and Change Orders

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:

Fridstein, Fitch & Partners	\$11,448.86
Architectural and Engineering Services	

Fridstein, Fitch & Partners	367.60
Soil Testing	

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

Corbetta Construction Co., C.O.#30, Enlarge Room #113 to house central panel console	660.00
--	--------

Corbetta Construction Co., C.O.#29, Install fire clay lining in incinerator stack	629.00
---	--------

Change Order

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

Change Order No. 30
Date March 31, 1969
Proposal No. 62A
Date 1/27/69

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:

Enlarge Room #113 to house Central Panel Console.

Total Amount of Change Order.....\$660.00

Total Amount of Corbetta Contract including this Change Order (+421.00).....\$8,579,958.70

Total Amount of Comstock-Gibson Contract including this Change Order (+239.00).....\$1,684,580.00

The Amount to the Contract Will Be (Unchanged) (Increased) (Decreased) by the Sum of: SIX HUNDRED SIXTY DOLLARS AND NO/100 Dollars (\$ 660.00)

Contract Total Including This Change Order Will Be: \$ 12,489,641.34

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 4/10/69
Architect

ACCEPTED: CORBETTA CONST. CO. OF ILL. BY: [Signature] Date 4/2/69
Contractor

APPROVED: WILLIAM RAINEY HARPER COLLEGE BY: _____ Date _____
User

APPROVED: ILLINOIS BUILDING AUTHORITY BY: _____ Date _____

Change Order

TO: Corbetta Construction Company
875 E. Rand Road
Desplaines, Illinois 60016

Change Order No. 29
Date March 31, 1969
Proposal No. 2
Date 3/14/69

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:

Install fire clay lining in incinerator stack.

Total Amount of Change Order..... \$629.00

Total Amount of Corbetta Contract including this Change Order.....\$8,579,537.70

The Amount to the Contract Will Be (Unchanged) (Increased) (Decreased) by the Sum of: SIX HUNDRED TWENTY NINE DOLLARS AND NO/100 Dollars (\$ 629.00)

Contract Total Including This Change Order Will Be: \$ 12,488,981.34

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 4-10-69
Architect
ACCEPTED: CORBETTA CONST. CO. OF ILL. BY: [Signature] Date 4-2-69
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
APRIL 24, 1969

I.	BILLS PAYABLE		PAGES
	Educational Fund	\$51,226.35	7
	Building Fund	\$19,296.68	2
	Site & Construction Fund	\$11,519.09	1
	Auxiliary Fund	<u>\$ 8,843.44</u>	3
		<u>\$90,885.56</u>	
II.	PAYROLLS		
	Payroll, March 16 - 31, 1969	\$ 80,766.19	13
	Payroll, April 1 - 15, 1969	\$117,484.61	9
	Estimated Payroll, April 16 to June 15, 1969	\$434,000.00	
III.	IMPREST FUND (Included Above)	\$ 7,767.74	5

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

EDUCATIONAL FUND EXPENDITURES -- APRIL 24, 1969

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Air Force Machinability Data Center	Tech. Supplies	\$ 10.00	10009
Allied Electronics Corp.	Tech. Supplies; Library Equipment	381.76	10010
Alpine Camera Co.	Audio Visual and Tech. Supplies	142.22	10011
American Envelope Co.	Office Supplies	36.30	10012
Addressograph Multigraph Co.	Duplicating Supplies; Maintenance Agreement	242.20	10013
American Association of Junior Colleges	Membership; Want Ad	482.50	10014
Berkshire Papers, Inc.	Office Supplies	25.43	10015
Bro Dart Inc.	Library Books	26.25	10016
Brodhead-Garrett Co.	Tech. Supplies	32.45	10017
Mrs. Charlotte Brown	Contractual Services	75.00	10018
BNA Incorporated	Film Rentals	40.00	10019
Capitol Discount Co.	Equipment Rental-April & May	190.00	10020
Univ. of Chicago Press	Library Books	24.89	10021
Chicago Tribune	Legal Notices	66.00	10022
Clyde Printing Co.	Advertising	76.50	10023
Coronet Films	Film	65.00	10024
Easy Travel Service	Travel - R. Mussell, T. McCabe, J. Heisler, D. Friedland, R. Lahti, G. Fisher, J. Harvey, F. Borelli, J. Nicklas	740.00	10025
Elgin Community College	Charge Back	3,481.60	10026
Elk Grove Blueprint & Supply	Office Supplies	28.80	10027
Elk Grove High School Cafeteria	Meeting Expense	14.20	10028
Forest Arwood Paper Co.	Office Supplies	506.50	10029
Stephen Franklin	Tuition Reimbursement	198.00	10030

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Daniel H. Gashler	Recruitment	49.20	10031
The Graphis Press	Library Books	409.00	10032
Harcourt Brace & World	Slides	453.96	10033
Frank M. Hines	Legal Services	1,070.00	10034
Order from Horder	Office & Library Supplies	153.30	10035
Houghton Mifflin Co.	Voc. Library; Instructional Supplies; Tape	180.38	10036
I. B. M. Corp.	Computer Rental \$9,361.60		
	Maintenance 101.97		
	Office Supplies & Equipment 107.90		
Karnes Music Co.	Sheet Music	9,571.47	10037
Karnes Music Co.	Sheet Music; Music Equipment	490.41	10038
Kelly Services, Inc.	Contractual Services	547.12	10039
Kee Lox Mfg. Co.	Office Supplies	210.88	10040
Lakeview Rubber Stamp Co.	Office Supplies	11.11	10041
J. C. Licht Co.	Office Supplies	26.34	10042
Thomas R. Mc Cabe	Tech. Supplies - Art	27.45	10043
A. C. McClurg & Co.	Tuition Reimbursement	40.50	10044
Management Information Services	Library Books	1,493.39	10045
James Marchael Photography	Subscription	24.75	10046
Metcut Research Associates	Advertising	156.60	10047
Mr. Charles Nitti	Tech. Supplies	25.75	10048
Office Electronics Inc.	Advertising-Practical Nursing	50.00	10049
Paddock Publications	Office Supplies	279.92	10050
	Legal & Election Notices; Want Ad	241.07	10051
Parrish Sporting Goods	Athletic Supplies	977.37	10052
Public Affairs Information Services	Library Membership	50.00	10053
Regent Products Co.	Art Supplies	25.15	10054
Reprographic Supply Co.	Office Supplies	135.00	10055
Paul D. San Filippo M.D.	Med. Exam.-M. Halloran	15.00	10056
Sargent-Welch Scientific Co.	Lab. Supplies	3.17	10057
Schiele-Faierson Co.	Photostats-Tests; Printing - Summer Class Schedule	559.00	10058

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Simon & Schuster Inc.	Library Books	150.41	10059
Stivers Lifesavers	Contractual Services	174.38	10060
Max Berenson, Theatre Advertising Co.	Advertising	65.00	10061
Thomas Publishing Co.	Library Books	35.00	10062
Norval B. Tilton Co.	Advertising Materials	27.80	10063
United Visual Aids Inc.	Audio Visual Supplies	465.12	10064
Western Concessions	Meeting Expense	322.50	10065
White Collar Girls of America	Contractual Services	869.90	10066
H. W. Wilson Co.	Library Subscriptions	411.50	10067
Xerox Corporation	Audio Visual Supplies	91.54	10068
American Dental Association	Film Rental	2.50	10069
American Heritage Publishing Co.	Audio Visual Materials	104.00	10070
American Society of Mechanical Engineers	Tech. Supplies	105.60	10071
Arlington Heights Camera Shop	Photo Supplies	49.42	10072
Arndt Associates	Tech. Supplies	159.37	10073
Wm. G. Bagnuolo M.D.	Med. Exam. - E. Gialdini	15.00	10074
Baker & Taylor Co.	Library Books	1,173.60	10075
College & University Personnel Association	Publications	10.00	10076
Cowles Book Co.	Transportation	8.45	10077
Glendale Adventist Hospital	Library Subscription	103.00	10078
Publications Service	Athletic Equipment-Hurdles	571.50	10079
Cunningham-Reilly Inc.	Want Ads	81.84	10080
Day Publications	Publications	45.00	10081
Educational Institute	Nursing Dept. Supplies	10.50	10082
Flaherty Jewelers	Office Equipment; Tech. Supplies	63.17	10083
Friden Inc.	Library Supplies	60.25	10084
Gaylord Bros., Inc.	Records	49.24	10085
Sam Goody Inc.	Equipment Repair	1,016.80	10086
Hewlett Packard Co.			

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Indiana University	Film Rentals	245.75	10087
Audio Visual, Center	Library Books	39.60	10088
International Assoc. of	Equipment Rental	120.00	10089
Chiefs of Police	Equipment Rental-April; Library		
Mac Panel Co.	Supplies	82.79	10090
3M Business Products Sales	Library Books	46.40	10091
A. C. Mc Clurg & Co.	Film Rental	7.50	10092
National Assoc. of Purchasing	Office Supplies	14.00	10093
Management	Library Book	3.35	10094
National Cash Register Co.	Towel Service - April	256.00	10095
National Geographic Society	Travel Expense - G. Fisher	47.38	10096
National School Towel Service	Meeting Expense	195.60	10097
O'Hare Inn	Tuition Reimbursement	80.00	10098
Pheasant Run Lodge	Tech. Supplies	306.89	10099
Janet V. Savin	Equipment Repair	496.40	10100
Sears Roebuck & Co.	Office Supplies	88.79	10101
Tektronix Inc.	Art Supplies	19.79	10102
Universal Stationers, Inc.	Equipment Rental	429.33	10103
Wards Natural Science Establish-	Gasoline	46.27	10104
ment	Partial Reimbursement	4,000.00	10105
Xerox Corporation	Election Coordinators Expense	28.30	10106
Standard Oil Co.	Election Coordinators Expense	25.00	10107
Imprest Fund	Election Coordinators Expense	28.90	10108
Earl W. Benoche	Election Coordinators Expense	30.90	10109
Richard Chew	Election Coordinators Expense	28.60	10110
Robert J. Cizek	Election Coordinators Expense	29.40	10111
Darrell De Geeter	Election Coordinators Expense	28.10	10112
Anton A. Dolejs	Election Coordinators Expense	25.40	10113
Gerald I. Kiffel	Election Coordinators Expense	24.70	10114
Richard Kinneman	Election Coordinators Expense	25.00	10115
Walter D. Klingenberg			
John A. Knudsen			
Harold G. Leigeber			

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
G. Arnold Lorch	Election Coordinators Expense	28.80	10116
Roger A. Mussell	Election Coordinators Expense	28.60	10117
Robert L. Richiardi	Election Coordinators Expense	24.80	10118
Henry T. Roepken	Election Coordinators Expense	31.20	10119
Roy A. Sedrel	Election Coordinators Expense	24.90	10120
Albert W. Shellander	Election Coordinators Expense	25.80	10121
John P. Sullivan	Election Coordinators Expense	29.30	10122
John H. Thompson	Election Coordinators Expense	27.10	10123
Joseph Warner	Election Coordinators Expense	25.60	10124
Donald E. Williams	Election Coordinators Expense	22.10	10125
Mrs. Shirley Munson	Election Judges Expense	20.00	10126
Mrs. Phyllis Louis	Election Judges Expense	20.00	10127
Mrs. Charlotte Heflin	Election Judges Expense	20.00	10128
Miss Mary Kay Killeen	Election Judges Expense	20.00	10129
Mrs. Vena Olson	Election Judges Expense	20.00	10130
Mrs. Geraldine Moscinski	Election Judges Expense	20.00	10131
Mrs. Bess Stauber	Election Judges Expense	20.00	10132
Mrs. Virginia Babayon	Election Judges Expense	20.00	10133
Mrs. Norma Nicholson	Election Judges Expense	20.00	10134
Mrs. Elaine Kalogeras	Election Judges Expense	20.00	10135
Mrs. Dorothy Matson	Election Judges Expense	20.00	10136
Mrs. LaVerne Naffziger	Election Judges Expense	20.00	10137
Mrs. Sylvia Mountsier	Election Judges Expense	15.00	10138
Mrs. Elaine Smith	Election Judges Expense	15.00	10139
Mrs. William Garvey	Election Judges Expense	15.00	10140
Mrs. Grace Swanson	Election Judges Expense	15.00	10141
Mrs. Allan Schumacher	Election Judges Expense	15.00	10142
Mrs. Dale Hendee	Election Judges Expense	15.00	10143
Mr. Robert Zilkowski	Election Judges Expense	15.00	10144
Mrs. Lynn Geerdts	Election Judges Expense	15.00	10145
Mrs. Mary Ellen Mach	Election Judges Expense	15.00	10146
Mrs. Dorothy Hallett	Election Judges Expense	15.00	10147
Mrs. Marlene Mattern	Election Judges Expense	15.00	10148
Mrs. Sharon Adams	Election Judges Expense	15.00	10149

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Mrs. Nancy Kadlec	Election Judges Expense	15.00	10150
Mrs. Raymond Tredup	Election Judges Expense	15.00	10151
Mrs. Harold Wright	Election Judges Expense	15.00	10152
Mrs. Margaret Huckleby	Election Judges Expense	15.00	10153
Mrs. Patricia Grass	Election Judges Expense	15.00	10154
Mrs. Mary Witsiepe	Election Judges Expense	15.00	10155
Advertising Age	Library Subscription	8.00	10156
American Academy of Periodontology	Library Subscription	18.00	10157
Ball Boy Co.	Athletic Equipment	31.50	10158
Barton Stationers	Office Supplies	44.05	10159
Capitol Press	Library Book	20.00	10160
College Opportunities Unlimited	Library Book	35.00	10161
College of Du Page	Charge Back	294.84	10162
Easy Travel Service	Travel - R. Johnson, F. Hines, J. Haas, R. Sedrel, L. Hook	309.00	10163
Educational & Institutional Cooperative Service, Inc.	Office Supplies	2.94	10164
Harper College Bookstore	Office Supplies	391.75	10165
Heller Lumber Co.	Tech. Supplies	37.05	10166
Illinois State Historical Society	Library Book	16.00	10167
McGraw Hill Book Co.	Tapes	250.37	10168
Sandak Inc.	Tech. Supplies	77.50	10169
Story House Corp.	Library Books	351.36	10170
United Dial Gage Repair Service	Tech. Supplies	68.01	10171
Video Nursing Inc.	Film Rental	28.50	10172
American Management Association	Membership Dues	70.00	10173
American Radio Relay League	Tech. Supplies	42.95	10174
Gary A. Bartelt	Slides for Engineering Division Records	14.50	10175
Computer Supplies Inc.	Office Supplies	50.00	10176
Council on Hotel, Restaurant, and Institutional Education	Membership	50.00	10177
Decision	Advertising	44.00	10178
Demco	Library Supplies	6.90	10179
Gestetner Corporation	Duplicating Equipment Repair	12.25	10180

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Kiplinger Washington Editors	Renewal Subscription	24.00	10181
Robert L. Kocher	Advertising	64.00	10182
Medalist Publications	Subscription	25.00	10183
National Library Week	Library Supplies	12.00	10184
June O'Shea Books	Library Books	108.75	10185
Pitney Bowes	Office Supplies	11.51	10186
Practical Offset Inc.	Printing -	231.45	10187
Prestige Printing Center	Printing-Food Services Program	117.75	10188
Progressive Architecture	Want Ad	15.00	10189
Prudential Insurance Co.	Medical & Life Insurance	5,503.60	10190
Carl Regehr Design Inc.	Contractual Services	450.00	10191
Scientific Glass Apparatus	Lab. Equipment	25.80	10192
TAD Products Corp.	Tech. Supplies	15.44	10193
Joe Bob Tillotson	Tuition Reimbursement	160.00	10194
Trans World Airlines	Travel - R. Lahti, W. Mann, D. Collins	111.00	10195
Mt. Prospect Public Schools	Election Judges Expense	198.48	10196
American Library Association	Registration Fee	50.00	10197
Mr. James Steichcomb	Recruitment	150.00	10198
Imprest Fund	Reimbursement	3,694.48	10199
		<u>\$51,226.35</u>	

To: Treasurer
From: Board of Trustees

The above listed checks number 10009 to 10199 are hereby authorized for payment.

Date of Approval: April 24, 1969

Chairman Richard L. Johnson

Secretary Joseph M. Mickle
Pro Tem

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

BUILDING FUND--APRIL 24, 1969

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
A to Z Rental Center	Building Materials	\$ 16.50	1322
Addison Building Material Co.	Building Materials	124.19	1323
Village of Arlington Heights	Contractual Services -Security	453.60	1324
Commonwealth Edison Co.	Electric Services	1,153.70	1325
George A. Davis, Inc.	Groundskeeping Supplies	49.34	1326
Elk Grove Park District	Electric Service	283.49	1327
Illinois Bell Telephone Co.	Telephone Services	1,124.51	1328
Reliable Heating Co.	Equipment Repair	30.00	1329
The Roscoe Co.	Uniforms	77.65	1330
Typewriter Exchange & Service	Typewriter Repairs	20.00	1331
Burns Electronic Security Service	Contractual Services	72.00	1332
Ditto Division	Equipment Repair	23.50	1333
General Fire Extinguisher Co.	Building Equipment	1,958.47	1334
Sears Roebuck and Co.	Equipment	52.15	1335
Standard Oil Co.	Gasoline	4.81	1336
Township High School Dist. 214	Rental of Facilities - April '69.	13,000.00	1337
Patten Industries, Inc.	Mower Knives	42.84	1338
Allen G. Peterson	Building Equipment	125.00	1339
Snap On Tools Corp.	Equipment	277.70	1340
Country Gas Co.	Thermogas	333.97	1341
Imprest Fund	Reimbursement	73.26	1342
		<u>\$19,296.68</u>	

BUILDING FUND--APRIL 24, 1969

TO: TREASURER

FROM: BOARD OF TRUSTEES

The above listed checks, numbered 1322 thru 1342, are hereby authorized for payment.

Date of Approval: April 24, 1969

Chairman Richard L. Johnson

Secretary James M. Tucker
Pro Tem

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

SITE & CONSTRUCTION FUND EXPENDITURES--APRIL 24, 1969

<u>PAYEE</u>	<u>DESCRIPTION</u>	CHECK AMOUNT	CHECK NUMBER
Lyon and Healy NJE Corp.	Musical Instruments - Title VI Transportation	\$ 472.00 38.09	654 655
Allied Electronics Corp. Caudill Rowlett Scott	Electronics Equipment Architectural Fees - Phase II	569.00 <u>10,440.00</u>	656 657
		<u>\$11,519.09</u>	

TO: TREASURER
 FROM: BOARD OF TRUSTEES

The above listed checks, numbered 654 thru 657 are hereby authorized for payment.

Date of Approval: April 24, 1969

Chairman Richard L. Johnson

Secretary Joseph M. Kelly
 Pro Tem

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

AUXILIARY FUND EXPENDITURES--APRIL 24, 1969

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Department of Revenue	Sales Tax - February	\$ 1,894.86	749
Void	-----Void-----	-0-	750
Allen Bros., Inc.	Purchases - Food	145.00	751
O. H. Bambas Tobacco Co.	Purchases - Food	168.21	752
Burny Bros. Div.	Purchases - Food	72.69	753
Food Marketers	Purchases - Food	198.00	754
Frito Lay Inc.	Purchases - Food	128.40	755
Kraft Foods	Purchases - Food	106.09	756
Oscar Mayer & Co.	Purchases - Food	148.01	757
The Nedlog Co.	Purchases - Food	38.86	758
John Sexton & Co.	Purchases - Food	74.62	759
Silvercup Bakers, Inc.	Purchases - Food	67.97	760
OK Papers, Inc.	Purchases - Supplies	107.51	761
Chandlers, Inc.	Purchases - Books	3.19	762
College Opportunities Unlimited	Purchases - Books	22.75	763
Educational System Development	Purchases - Books	2.05	764
Fearon Publishers	Purchases - Books	10.60	765
Harcourt Brace and World	Purchases - Books	147.80	766
Collegiate Manufacturing Co.	Purchases - Supplies	127.31	767
Eugene Dietzgen Co.	Purchases - Supplies	175.92	768
Harris Hospital Supply, Inc.	Purchases - Supplies	35.28	769
Kimberly Clark Corp.	Purchases - Supplies	18.23	770
Rico Leather Specialty, Inc.	Purchases - Supplies	15.61	771
The Smead Mfg. Co.	Purchases - Supplies	105.35	772
Writing Sales	Purchases - Supplies	134.78	773
Illinois Bell Telephone Co.	Telephone Service	32.57	774
Parrish Sporting Goods	Athletic Supplies	680.75	775

AUXILIARY FUND EXPENDITURES--APRIL 24, 1969

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
School Health Supply Co.	Athletic Supplies	\$ 97.32	776
The Borden Co.	Purchases - Food	272.44	777
B/B Imperial, Inc.	Purchases - Supplies	47.40	778
American Inst. of Steel Constr.	Purchases - Books	72.00	779
Holt Rinehart & Winston	Purchases - Books	6.30	780
Industrial Press	Purchases - Books	15.50	781
Inland Book Distributors	Purchases - Books	91.95	782
Instructional Matls. Lab.	Purchases - Books	96.20	783
Little Brown & Co.	Purchases - Books	1.98	784
David McKay Co.	Purchases - Books	8.33	785
The MacMillan Co.	Purchases - Books	148.94	786
Matthews Book Co.	Purchases - Books	225.02	787
Chas. E. Merrill Publishing Co.	Purchase - Book	8.99	788
Napco, Inc.	Purchases - Books	24.62	789
W. W. Norton Co.	Purchases - Books	40.50	790
Pitman Publishing Co.	Purchases - Books	11.80	791
Random House, Inc.	Purchases - Books	183.16	792
Simon and Schuster, Inc.	Purchases - Books	4.25	793
South Western Publishing Co.	Purchases - Books	55.48	794
Teaching Research Division	Purchase - Book	1.00	795
Chas. C. Thomas Publisher	Purchases - Books	70.88	796
The Viking Press	Purchases - Books	17.17	797
Waverly Student Book Exchange	Purchases - Books	40.82	798
West Publishing Co.	Purchases - Books	10.00	799
Boorum and Pease Co.	Purchases - Supplies	143.04	800
Keep N Touch Greeting Cards	Purchases - Supplies	155.85	801
Sterling Name Tape Co.	Purchases - Supplies	1.00	802
Nat'l. Assoc. of College Stores	Publications	9.05	803
Paperbound Books in Print	Renewal Subscription	23.50	804
Ray H. Blum & Associates	Athletic Insurance	189.00	805
Cunningham Reilly, Inc.	Athletic Equip. - Supplies	934.81	806
W.D. Klingenberg Bk. Purchasing Fund	Funds to Pur.Bks.from Students	500.00	807
W.D. Klingenberg Bk. Purchasing Fund	Funds to Pur.Bks.from Students	500.00	808

AUXILIARY FUND EXPENDITURES--APRIL 24, 1969

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Doubleday and Co.	Purchases - Books	\$ 1.32	809
W.D. Klingenberg-Petty Cash Fund	Reimbursement	16.08	810
Regent Products Co.	Purchases - Supplies	59.83	811
Heller Lumber Co.	Office Supplies	57.36	812
Trussell Mfg. Co.	Purchases - Supplies	38.14	813
		<u>\$ 8,843.44</u>	

TO: TREASURER

FROM: BOARD OF TRUSTEES

The above listed checks, number 749 thru 813 are hereby authorized for payment.

Date of Approval: April 24, 1969

Chairman Richard S. Johnson

Secretary Paula M. Smith
 P. T. M

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

TO: TREASURER

FROM: BOARD OF TRUSTEES

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

The following estimated payrolls in the amount of \$434,000.00 are hereby authorized for payment.

April 16 - 31, 1969	
Regular Payroll	\$ 88,000.00
May 1 - 15, 1969	
Regular Payroll	\$129,000.00*
May 16 - 31, 1969	
Regular Payroll	\$ 88,000.00
June 1 - 15, 1969	
Regular Payroll	<u>\$129,000.00*</u>
	<u>\$434,000.00</u>

DATE OF APPROVAL: April 24, 1969

Chairman

Richard L. Johnson

Secretary

Janet M. Dickson
Pro Tem

*Includes part-time teachers payroll.

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

IMPREST FUND DISBURSEMENTS
MARCH 26, 1969 to APRIL 17, 1969

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Postmaster, Palatine, Ill.	Postage for Meter	\$ 300.00	5590
Joan Roloff	Travel Advance	60.00	5591
T. R. McCabe	Travel Advance	50.00	5592
Harold Cunningham	Meeting Expense	11.89	5593
Kathleen Arns	Meeting Expense	33.55	5594
Lester N. Hook	Travel Advance	133.00	5595
Larry S. King	Travel Advance	133.00	5596
Frank Borelli	Travel Expense	30.30	5597
University Foundation, Illinois State University	Publications	10.00	5598
Centex Industrial Park Assoc.	Buyers Guide	5.00	5599
National Education Assoc.	Publications	8.00	5600
B. May, Petty Cash Fund	Reimbursement	162.54	5601
Clete Hinton	Travel Expense	73.70	5602
American Express Co.	Travel Expense-R. Lahti	152.62	5603
Gary Widmar	Recruitment	65.00	5604
The Horseshoe Club	Meeting Expense-R. Lahti	61.85	5605
James Harvey	Travel Expense	24.30	5606
R. J. Hughes	Travel Expense	15.25	5607
J. A. Heisler	Travel Advance	168.00	5608
Intl. Assoc. of College & University Security Directors Chicago	Membership	15.00	5609
Frank L. Borelli	Subscription	2.50	5610
Dana Friedland	Travel Expense	4.10	5611
Dana Friedland	Travel Expenses	190.53	5612
Gamma Photo Labs	Photos	3.04	5613
K-D Letter & Mailing Service	Numerical Control Mailing	5.18	5614
Natl. School Public Relations Assoc.	Publication	3.00	5615
Special Libraries Assoc.	Library Book	2.25	5616
Raymond A. Hylander	Travel Expense	4.00	5617
Fred Vaisvil	Travel Expense	33.45	5618
Judi Best	Travel Advance	242.15	5619
World Almanac	Library Book	3.20	5620
Population Reference Bureau	Library Subscription	3.00	5621
The Student Stores	Library Book	2.75	5622

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Chicago Assoc. of Commerce and Industry	Subscription	2.50	5623
Books by U. S. News & World Report	Library Book	3.18	5624
Air Conditioning & Refrigeration Institute	Publication	3.50	5625
American Educational Research Assoc.	Publication	2.25	5626
The Ohio State University	Publication	2.50	5627
Thomas Hill	Travel Expense	6.90	5628
American Association of Junior Colleges	Publication	1.50	5629
R. R. Bowker Co.	Library Book	20.00	5630
Richard T. Schlagel	Travel Expense	21.35	5631
Day-Buttemiller Clinic	Med. Exam.-P. Neuman	7.00	5632
American Assoc. of Jr. Colleges	Publication	1.85	5633
Slate Services	Publication	2.50	5634
The Arlington Day	Subscription	9.00	5635
General Electric Co.	Publication	9.00	5636
Ambrose Easterly	Travel Advance	111.50	5637
Stephen Balog	Application Fee Refund	10.00	5638
Jerry Donahue	Application Fee Refund	10.00	5639
Nadine Falardeau	Application Fee Refund	10.00	5640
Linda Harding	Application Fee Refund	10.00	5641
Donald Herrmann	Application Fee Refund	10.00	5642
John Jerusis	Application Fee Refund	10.00	5643
Renee Marotte	Application Fee Refund	10.00	5644
Jeanne Zizlavsky	Application Fee Refund	10.00	5645
James B. Jaeger	Application Fee Refund	10.00	5646
Jacklyn R. Yde	Application Fee Refund	10.00	5647
Nannette Andersen	Application Fee Refund	10.00	5648
Mary Lou Houck	Tuition Refund	19.40	5649
Thomas Uryga	Tuition Refund	12.60	5650
Gloria Dickinson	Application Fee Refund	10.00	5651
Maria Venticinque	Refund-Withdrawal	85.00	5652
John N. Clausen	Refund-Student Drafted	77.00	5653
Bruce Ruks	Refund-Student Drafted	77.00	5654
Palatine Post Office	Postage for Grade Reports	216.00	5655
Susan Pilewski	Tuition Refund	16.00	5656
Lab. Systems Research Inc.	Book	6.95	5657
The Clearing House	Library Subscription	5.00	5658
Gerald Phlamm	Out of District Refund	71.00	5659
Mary Asbach	Refund-Withdrawal	9.60	5660
Catherine M. Warner	Application Fee Refund	10.00	5661
McGraw-Hill Book Co.	Publication	7.34	5662

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Ambrose Easterly	Travel Expense	5.70	5663
Kathleen Arns	Travel Expense	15.00	5664
James Harvey	Travel Expense	34.21	5665
Mrs. Joan G. Roloff	Travel Advance	125.00	5666
Buddy Smith	Withdrawal	64.00	5667
Western Concessions	Meeting Expense	108.85	5668
E. A. Goodwin	Travel Expense	51.48	5669
E. A. Goodwin	Office Supplies	10.12	5670
Roger Mussell	Travel Expense	29.00	5671
James Heisler	Travel Expense	37.10	5672
Joseph Yohanan	Travel Expense	32.40	5673
Robert B. Thornhill	Travel Expense	28.60	5674
Robert B. Thornhill	Travel Expense	10.80	5675
M. W. Carroll	Travel Expense	29.66	5676
Kenneth Parker	Travel Expense	18.10	5677
Jordan Siedband	Travel Expense	124.00	5678
Raymond L. Simescu	Contractual Services	263.50	5679
University of Oregon	Publications	10.50	5680
American Historical Assoc.	Library Books	3.75	5681
Electronic News	Subscription	6.00	5682
Thomas E. Blackwell	Publications	4.00	5683
Martin J. Ryan	Travel Expense	101.74	
Martin J. Ryan	Travel Advance	(100.00)	5684
Martin J. Ryan	Tuition Reimbursement	40.00	5685
John P. Forsyth	Application Fee Refund	10.00	5686
Richards Rosen Press	Publication	3.93	5687
Pathways of Sound Inc.	Library Record	4.23	5688
The Art Quarterly	Library Subscription	3.00	5689
National Restaurant Assoc.	Publication	8.28	5690
The German Quarterly Dr.	Library Subscription	7.50	5691
American Psychological Assoc.	Library Subscription	10.00	5692
Automation	Library Subscription	12.00	5693
University of Chicago Press	Library Subscription	42.00	5694
Educational & Psychological Measurement	Library Subscription	14.00	5695
Editorial Projects for Education	Library Subscription	10.00	5696
Kappa Delta Pi	Library Subscription	5.00	5697
Foundation News	Renewal Subscription	6.00	5698
The Instrumentalist	Library Subscription	6.00	5699
International Society for General Semantics	Library Subscription	6.00	5700
The Merrill-Palmer Institute	Library Subscription	6.00	5701
Modern Drama	Library Subscription	2.00	5702
National Association for Mental Health	Library Subscription	8.00	5703
Psychiatry	Library Subscription	10.00	5704

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
George S. Rainey	Library Books	7.13	5705
Assoc. of Governing Boards	Registration Fee	175.00	5706
Postmaster, Palatine, Ill.	Postage for Meter	300.00	5707
James Fantetti	Refund-Lab. Fee	5.00	5708
Gilbert Tierney	Travel Advance	125.00	5709
American Sociological Assoc.	Library Subscription	11.00	5710
American Sociological Assoc.	Library Subscription	10.00	5711
Darrell De Geeter	Travel Expense	5.20	5712
Richard Schlagel	Travel Expense	17.70	5713
Cook County Treasurer	Maps	2.00	5714
Ill. State Historical Society	Library Book	6.00	5715
IIT Research Institute	Library Book	10.00	5716
Les Strzelecki	Modeling	6.37	5717
Laury Smith	Modeling	25.50	5718
Gail Gorniak	Modeling	6.37	5719
Michael Sedlak	Modeling	2.12	5720
Sue Janczkowski	Modeling	8.50	5721
Tom Clark	Modeling	7.65	5722
Jeri Hansen	Modeling	21.25	5723
Kay Kutch	Modeling	2.12	5724
Jay Singelmann	Travel Expense	49.30	5725
National Geographic Society	Library Book	3.30	5726
John Muchmore	Travel Advance	67.00	5727
Roger Mussell	Travel Expense	188.98	
Roger Mussell	Travel Advance	(155.00)	5728
Rebecca McLoughlin	Travel Expense	19.75	5729
Donn Stansbury	Travel Expense	17.40	5730
W. R. Punkay	Travel Expense	112.91	
W. R. Punkay	Travel Advance	(105.00)	5731
Publications Distribution Serv.	Publication	6.24	5732
Elizabeth Gialdini	Travel Advance	85.00	5733
Jim Gorham	Travel Expense	12.50	5734
Capt. P. J. Pitt	Travel Expense	19.80	5735
University of Michigan	Contractual Services	800.00	5736
U. S. Post Office	Bulk Mailing	67.20	5737
Marilyn Swanson	Travel Advance	125.00	5738
Henry Meier	Travel Advance	50.00	5739
Irene Sanderson	Travel Advance	50.00	5740
David Ashby	Tuition Refund- Withdrawal	60.00	5741
John Carpenter	Tuition Refund- Withdrawal	60.00	5742
Martin Lewandowski	Tuition Refund- Withdrawal	48.00	5743

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHECK AMOUNT</u>	<u>CHECK NUMBER</u>
Thomas E. Allen	Recruitment	94.30	5744
Mrs. Susan Neu	Travel Expense	6.75	5745
E. Lee Owens	Travel Expense	56.98	5746
Northern Illinois University	Conference Fee	10.50	5747
Donn B. Stansbury	Travel Advance	135.00	5748
Northern Illinois Biology Teachers Conference	Registration Fee	10.00	5749
M. W. Carroll	Travel Expense	16.14	5750
I.A.S.B.O.	Registration Fee & Dues	12.00	5751
James Harvey	Travel Expense	155.23	
James Harvey	Travel Advance	(150.00)	5752
Dr. G. K. Andeen	Travel Expenses	100.95	5753
D. M. Mistic	Travel Expense	21.50	5754
American Assoc. of University Professors	Publications	2.46	5755
Ambrose Easterly	Travel Expense	122.73	
Ambrose Easterly	Travel Advance	(111.50)	5756
Sigmund Chmielewski	Travel Expense	14.70	5757
Lawrence E. Madole	Refund-Withdrawal	30.80	5758
Robert W. Thieda	Travel Expense	45.44	5759
Audrey Feeley	Application Fee Refund	10.00	5760
Anna Marie Bazik	Travel Expense	30.40	5761
Stan Bornhill	Recruitment	82.55	5762
McGraw-Hill Book Co.	Publication	7.34	5763
Darrell De Geeter	Travel Expenses	42.65	5764
F. & E. Check Protector Co.	Office Supplies	2.00	5765
Supt. of Documents	Tech. Supplies	2.00	5766
Phi Delta Kappa	Dues	9.00	5767
H. Cunningham	Travel Advance	95.00	5768
Dr. Frank Vandever	Travel Expense	7.30	5769
The Athletic Institute	Publication	7.50	5770
University of Chicago Press	Library Subscription	5.00	5771
Richard T. Schlagel	Travel Expense	18.45	5772
NTL Institute	Renewal Subscription	10.00	5773
Educational Testing Service	Publication	2.00	5774
Supt. of Documents	Subscription	7.50	5775
Univ. of Michigan	Publications	4.00	5776
Thomas Seward	Meeting Expense	9.45	5777
Richard A. Wild	Meeting Expense	22.26	5778
John Flanigan	Travel Advance	98.00	5779
Richard T. Schlagel	Travel Expense	8.00	5780
John Birkholz	Travel Expense	47.41	5781
Donald Andries	Travel Expense	134.26	5782
---VOID---	-----	----	5783
Kinsch Florists	Flowers	18.38	1009
		<u>\$7,767.74</u>	

REIMBURSEMENT:

Educational Fund	\$7,694.48
Building Fund	73.26
	<u>\$7,767.74</u>
Educational Fund Check 10542	- 4,000.00
	<u>\$3,694.48</u>

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
FINANCIAL STATEMENT
FOR THE PERIOD ENDING FEBRUARY 28, 1969

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WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
STATEMENT OF POSITION
EDUCATIONAL FUND - FEBRUARY 28, 1969

<u>ASSETS</u>	<u>ACCOUNT NUMBER</u>	<u>BALANCE</u>	<u>ENCUM- BRANCES</u>	<u>UNEN- CUMBERED 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	12,534.45	-0-	12,534.45
<u>Investments</u>				
U.S. Treasury Bills	121.00	983,189.35	-0-	983,189.35
<u>Receivables</u>				
Interfund Receivables				
Receivable from Building Fund	131.02	28,148.96	-0-	28,148.96
Receivable from Auxil. Fund	131.05	45,361.12	-0-	45,361.12
Receivable from Trust & Agency Fund	131.06	52,683.86	-0-	52,683.86
<u>Taxes Receivable</u>				
Taxes Receivable - Current	132.00	31,081.80	-0-	31,081.80
<u>Other Receivables</u>				
Accounts Receivable-Chargeback	138.11	5,849.75	-0-	5,849.75
Accounts Receivable-Other	138.90	12,074.54	-0-	12,074.54
<u>Deferred Charges</u>				
Inventories	162.00	4,777.57	-0-	4,777.57
Deposits	164.00	600.00	-0-	600.00
TOTAL ASSETS		<u>\$1,181,931.40</u>	<u>\$ -0-</u>	<u>\$1,181,931.40</u>

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
STATEMENT OF POSITION
EDUCATIONAL FUND - FEBRUARY 28, 1969

<u>LIABILITIES</u>	<u>ACCOUNT NUMBER</u>	<u>BALANCE</u>	<u>ENCUM- BRANCES</u>	<u>UNENCUMBERED BALANCE</u>
<u>Payroll Deductions Payable</u>				
Group Insurance	214.00	\$ 722.75	\$ -0-	\$ 722.75
Other	215.00	(115.48)	-0-	(115.48)
<u>Interfund Payables</u>				
Payable to Building Fund	231.02	138.12	-0-	138.12
Payable to Bond & Int. 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	21,422.00	-0-	21,422.00
<u>Accounts Payable</u>	240.00	16,374.35	-0-	16,374.35
<u>Reserve for Encumbrances</u>	240.10	-0-	37,310.11	37,310.11
<u>Accrued Expenses</u>				
Accrued Other Expenses	256.00	160.26	-0-	160.26
TOTAL LIABILITIES		<u>\$ 42,547.85</u>	<u>\$ 37,310.11</u>	<u>\$ 79,857.96</u>
<u>Fund Equity</u>		<u>\$1,139,383.55</u>	<u>\$(37,310.11)</u>	<u>\$1,102,073.44</u>
TOTAL LIABILITIES & FUND EQUITY		<u>\$1,181,931.40</u>	<u>\$ -0-</u>	<u>\$1,181,931.40</u>
<u>SUMMARY OF FUND BALANCE</u>				
Balance, July 1, 1968		\$1,205,370.60	\$ -0-	\$1,205,370.60
Add: Revenue to Date		1,469,423.87	-0-	1,469,423.87
		\$2,674,794.47	\$ -0-	\$2,674,794.47
Less: Expenditures to Date		1,535,410.92	37,310.11	1,572,721.03
Balance, February 28, 1969		<u>\$1,139,383.55</u>	<u>\$(37,310.11)</u>	<u>\$1,102,073.44</u>

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
EDUCATIONAL FUND - BUDGET REPORT
EIGHT MONTHS ENDED FEBRUARY 28, 1969

REVENUE	ACCOUNT NUMBER	BUDGET	FEB.	REVENUE		UNENCUMBERED BALANCE
					TO DATE	
<u>Fund Equity, July 1, 1968</u>	300.00	\$ 200,000.00	\$ -0-	\$ 1,205,370.60	\$ (1,005,370.60)	
<u>Local Resources</u>	410.00					
Taxes Current - 1968	411.00	1,092,000.00	-0-	1,762.13	1,090,237.87	
Taxes Back	412.00	-0-	-0-	9,913.49	(9,913.49)	
<u>TOTAL</u>		\$1,092,000.00	\$ -0-	\$ 11,675.62	\$1,080,324.38	
<u>Intermediate Resources</u>						
<u>Tuition - Students</u>	421.00					
Resident	421.10	-0-	-0-	29,091.80	\$ (29,091.80)	
Non-Resident	421.20	-0-	-0-	11,108.35	(11,108.35)	
<u>Estimated 1968-69 Tuition</u>		\$ 437,000.00	\$ -0-	\$ 40,200.15	\$ 396,799.85	
		-0-	253,423.00	593,349.84	(593,349.84)	
<u>Chargeback Revenue</u>	422.00	354,000.00	-0-	362,996.85	(8,996.85)	
Student Fees	423.00	22,000.00	-0-	245.00	21,755.00	
Late Registration Fees	427.10	6,000.00	-0-	1,280.00	4,720.00	
Other Fees	427.00	-0-	68.40	518.59	(518.59)	
<u>TOTAL</u>		\$ 819,000.00	\$ 253,491.40	\$ 998,590.43	\$ (179,590.43)	
<u>State Resources</u>						
<u>State Apportionment</u>	431.00					
Regular	431.10	690,000.00	-0-	386,676.00	303,324.00	
Summer	431.20	34,000.00	-0-	41,837.00	(7,837.00)	
<u>Board of Voc. Ed. & Rehab. 1968-69</u>	432.00	307,000.00	-0-	-0-	307,000.00	
Other	433.00					
<u>TOTAL</u>		\$1,031,000.00	\$ -0-	\$ 428,513.00	\$602,487.00	

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
EDUCATIONAL FUND - BUDGET REPORT
EIGHT MONTHS ENDED FEBRUARY 28, 1969

<u>REVENUE (Cont.)</u>	<u>ACCOUNT NUMBER</u>	<u>BUDGET</u>	<u>FEB.</u>	<u>REVENUE TO DATE</u>	<u>UNENCUMBERED BALANCE</u>
<u>Federal Resources</u>					
Other	449.00	\$ -0-	\$ -0-	\$ 8,398.56	\$ (8,398.56)
<u>Interest on Investments</u>	470.00				
Treasury Bills	471.00	\$ 15,000.00	\$ 643.81	\$ 19,089.82	\$ (4,089.82)
Certificates of Deposit	472.00	-0-	-0-	3,142.36	(3,142.36)
TOTAL		\$ 15,000.00	\$ 643.81	\$ 22,232.18	\$ (7,232.18)
<u>Other</u>					
Miscellaneous Revenue		\$ -0-	\$ -0-	\$ 14.08	\$ (14.08)
Total Educational Fund Revenue		\$2,957,000.00	\$254,135.21	\$1,469,423.87	\$1,487,576.13
TOTAL EDUCATIONAL FUND REVENUE AND BEGINNING FUND EQUITY		\$3,157,000.00	\$ -0-	\$2,674,794.47	\$482,205.53

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512

EDUCATIONAL FUND BUDGET REPORT

FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 1969

EXPENDITURES	ACCOUNT NUMBER	EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUM. BALANCE
		BUDGET	FEB. TO DATE		
Instruction	110-000				
Salaries	110-510				
Administration	110-511	\$ 114,810.00	\$ 7,558.30	\$ 64,878.90	\$ 49,931.10
Professional	110-512	-0-	-0-	-0-	-0-
Instruction	110-513	1,274,896.00	76,095.63	651,997.12	622,898.88
Substitutes	110-514	3,650.00	-0-	365.00	3,285.00
Office	110-515	78,750.00	8,526.16	48,586.52	30,163.48
Other	110-519	-0-	-0-	213.35	(213.35)
Contractual Services		\$1,472,106.00	\$ 92,180.09	\$766,040.89	\$706,065.11
Educational	110-520	-0-	640.90	640.90	(697.00)
Other	110-521	11,750.00	74.38	4,897.16	6,852.84
	110-529	1,000.00	1,006.62	3,982.92	(3,282.92)
		\$ 12,750.00	\$ 1,721.90	\$ 9,520.98	\$ 9,877.08
Instructional Materials & Supplies		\$ 21,900.00	\$ 2,562.89	\$ 31,139.52	\$ 35,296.04
Classroom	110-531	19,725.00	-0-	-0-	-0-
Laboratory	110-532	20,107.00	-0-	-0-	-0-
Technical	110-533	450.00	-0-	-0-	-0-
Audio Visual Aids	110-535				
		\$ 62,182.00	\$ 2,562.89	\$ 31,139.52	\$ 35,296.04
General Materials & Supplies		\$ 6,300.00	\$ 543.35	\$ 4,647.67	\$ 4,785.37
Office	110-541	7,550.00	660.88	5,412.43	1,738.32
Printing & Duplicating	110-542	-0-	-0-	-0-	-0-
Postage	110-543	15,420.00	1,501.40	4,651.04	10,297.46
Advertising	110-544	200.00	23.50	199.27	(22.77)
Publications & Dues	110-545	8,360.00	163.05	789.77	6,655.38
Maintenance	110-547	100.00	-0-	13.87	86.13
Other	110-549				
		\$ 37,930.00	\$ 2,892.18	\$ 15,714.05	\$ 17,660.85
					\$ 20,269.15

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
EDUCATIONAL FUND BUDGET REPORT
FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 1969

EXPENDITURES (Con't.)	ACCOUNT NUMBER	BUDGET	EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUM. BALANCE
			FEB.	TO DATE		
Travel & Meetings	110-550					
Meetings	110-551	\$ 3,600.00	\$ 20.00	\$ 661.63	\$ 661.63	\$ 2,938.37
Travel	110-554	19,255.00	1,375.05	8,657.89	8,720.86	10,534.14
Vehicles	110-556	300.00	-0-	-0-	-0-	300.00
Capital Outlay	110-580	\$ 23,155.00	\$ 1,395.05	\$ 9,319.52	\$ 9,382.49	\$ 13,772.51
Office	110-585	\$ 57,652.00	\$ 89.49	\$ 16,068.71	\$ 19,011.02	\$ 38,640.98
Instructional	110-586	28,960.00	189.49	25,493.60	27,409.50	1,550.50
TOTAL		\$ 86,612.00	\$ 278.98	\$ 41,562.31	\$ 46,420.52	\$ 40,191.48
TOTAL INSTRUCTIONAL EXPENDITURES		\$1,694,735.00	\$101,031.09	\$873,297.27	\$884,677.87	\$810,057.13

WILLIAM RAINEY HARPER COLLEGE
 DISTRICT #512
 EDUCATIONAL FUND BUDGET REPORT
 FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 1969

EXPENDITURES	ACCOUNT NUMBER	EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUM. BALANCE
		BUDGET	FEB. TO DATE		
Learning Resource Center	120-000	\$ 18,000.00	\$ 11,333.28	\$ 11,333.28	\$ 6,666.72
Salaries	120-510	73,100.00	5,218.30	31,843.73	41,256.27
Administration	120-511	40,500.00	2,646.17	15,417.34	25,082.66
Professional Office	120-512	\$131,600.00	\$ 9,281.13	\$ 58,594.35	\$ 73,005.65
TOTAL		\$ 9,000.00	\$ 109.24	\$ 715.19	\$ 1,848.72
Instruct. Materials & Supplies	120-534	27,130.00	2,158.87	23,357.41	30,344.31
Library Supplies	120-535	104,000.00	2,005.58	9,733.03	15,542.96
Audio Visual Aids	120-537	-0-	-0-	-0-	-0-
Books & Bindings	120-538	\$140,130.00	\$ 4,273.69	\$ 33,805.63	\$ 47,735.99
Subscriptions, Periodicals & Dues	120-539	\$ 1,500.00	\$ 45.66	\$ 818.18	\$ 818.18
TOTAL		500.00	2.99	56.94	443.06
General Materials & Supplies	120-540	-0-	-0-	-0-	-0-
Office	120-541	100.00	-0-	-0-	100.00
Printing & Duplicating	120-542	150.00	21.00	23.25	126.75
Postage	120-543	1,000.00	-0-	52.45	947.55
Advertising	120-544	\$ 3,250.00	\$ 69.65	\$ 950.82	\$ 2,299.18
Publications & Dues	120-545	\$ -0-	\$ -0-	\$ 46.06	\$ (46.06)
Repair	120-547	2,550.00	70.15	350.42	2,199.58
TOTAL		\$ 2,550.00	\$ 70.15	\$ 396.48	\$ 2,153.52
Travel & Meetings	120-550	\$ 2,500.00	\$ (340.10)	\$ 681.04	\$ 1,818.96
Meetings	120-551	\$ -0-	\$ -0-	\$ 46.06	\$ (46.06)
Travel	120-554	\$ 2,550.00	\$ 70.15	\$ 350.42	\$ 2,199.58
Fixed Charges	120-570	\$ 2,550.00	\$ 70.15	\$ 396.48	\$ 2,153.52
Rental of Equipment	120-576	\$ 25,000.00	\$ -0-	\$ 14,382.02	\$ 22,324.87
Capital Outlay	120-580	\$ 305,030.00	\$ 13,354.52	\$ 108,810.34	\$ 130,683.55
Equipment & Furniture	120-585	\$ 25,000.00	\$ -0-	\$ 14,382.02	\$ 22,324.87
TOTAL LEARNING RESOURCE EXPENDITURES		\$305,030.00	\$13,354.52	\$108,810.34	\$130,683.55

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512

EDUCATIONAL FUND - BUDGET REPORT

FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 1969

EXPENDITURES	ACCOUNT NUMBER	EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUM. BALANCE
		BUDGET	FEB. TO DATE		
Student Services & Aids	130-000				
Salaries	130-510				
Administration	130-511	\$ 84,000.00	\$ 6,933.32	\$ 55,466.56	\$ 28,533.44
Professional	130-512	98,900.00	8,851.71	53,825.28	45,074.72
Office	130-515	58,200.00	7,253.02	45,144.58	13,055.42
TOTAL		\$241,100.00	\$23,038.05	\$154,436.42	\$86,663.58
Contractual Services	130-520				
Educational	130-526	\$ 1,000.00	\$ 164.00	\$ 544.02	\$ 455.98
General Materials and Supplies	130-540				
Office	130-541	\$ 4,000.00	\$ 424.79	\$ 4,178.15	\$ (290.14)
Printing & Duplicating	130-542	1,800.00	33.65	2,307.43	(507.43)
Postage	130-543	-0-	-0-	35.00	(35.00)
Advertising	130-544	100.00	30.55	58.33	41.67
Publications & Dues	130-545	500.00	95.00	226.73	273.27
Medical	130-548	50.00	-0-	-0-	50.00
Vocational Library	130-549	1,250.00	142.27	517.67	497.08
TOTAL		\$ 7,700.00	\$ 726.26	\$ 7,323.31	\$ 29.45
Travel & Meetings	130-550				
Meetings	130-551	\$ 400.00	\$ 235.00	\$ 242.07	\$ 157.93
Mileage-Intra	130-552	400.00	-0-	-0-	400.00
Travel	130-554	4,100.00	253.73	1,538.14	2,561.86
Vehicle	130-556	-0-	-0-	-0-	-0-
TOTAL		\$ 4,900.00	\$ 488.73	\$ 1,780.21	\$ 3,119.79
Capital Outlay	130-580				
Equipment & Furniture	130-585	\$ 5,002.00	\$ 93.70	\$ 4,477.82	\$ 433.00
TOTAL STUDENT SERVICES EXPENDITURES		\$259,702.00	\$24,510.74	\$168,561.78	\$90,701.80

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512

EDUCATIONAL FUND - BUDGET REPORT

FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 1969

EXPENDITURES	ACCOUNT NUMBER	EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUM. BALANCE
		BUDGET	FEB. TO DATE		
Data Processing	148-000	\$ 17,000.00	\$ 11,266.56	\$ 11,266.56	\$ 5,733.44
Salaries	148-510	35,000.00	2,605.00	20,580.00	14,420.00
Administration	148-511	19,800.00	2,763.27	15,706.45	4,093.55
Professional Office	148-515	\$ 71,800.00	\$ 6,776.59	\$ 47,553.01	\$ 24,246.99
TOTAL		\$ -0-	\$ -0-	\$ -0-	\$ -0-
Contractual Services	148-520	2,475.00	78.28	1,701.51	(370.77)
Service Bureau	148-528	\$ 2,475.00	\$ 78.28	\$ 1,701.51	\$ 2,845.77
Other	148-529	\$	\$	\$	\$
General Materials and Supplies	148-540	4,000.00	198.75	4,081.84	(131.34)
Office	148-541	200.00	89.50	506.10	(306.10)
Printing & Duplicating	148-542	-0-	-0-	-0-	-0-
Postage	148-543	100.00	-0-	167.73	(67.73)
Advertising	148-544	150.00	-0-	112.55	22.45
Publications & Dues	148-545	\$ 4,450.00	\$ 288.25	\$ 4,868.22	\$ (482.72)
TOTAL		\$ -0-	\$ 68.00	\$ 68.00	\$ (68.00)
Travel and Meetings	148-551	1,200.00	13.05	526.84	673.16
Travel	148-554	\$ 1,200.00	\$ 81.05	\$ 594.84	\$ 605.16
Fixed Charges	148-570	\$110,414.00	\$ 401.67	\$ 75,227.16	\$ 34,566.31
Data Processing Eq. Rental	148-576	\$	\$	\$	\$
Capital Outlay	148-580	\$ 4,330.00	\$ -0-	\$ 4,224.79	\$ 105.21
Equipment & Furniture	148-585	\$	\$	\$	\$
TOTAL DATA PROCESSING EXPENDITURES		\$194,669.00	\$7,625.84	\$134,169.53	\$58,670.18

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
EDUCATIONAL FUND - BUDGET REPORT
FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 1969

EXPENDITURES	ACCOUNT NUMBER	BUDGET	EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUM. BALANCE
			FEB.	TO DATE		
Institutional Research	158-000	\$ 15,000.00	\$ -0-	\$ -0-	\$ -0-	\$ 15,000.00
Salaries	158-510	-0-	500.00	2,750.00	2,750.00	(2,750.00)
Administration	158-511	5,400.00	-0-	-0-	-0-	5,400.00
Professional Office	158-512					
Office	158-515					
TOTAL		\$20,400.00	\$500.00	\$2,750.00	\$2,750.00	\$17,650.00
Contractual Services	158-520					
Other	158-529	\$ 500.00	\$ -0-	\$ -0-	\$ -0-	\$ 500.00
General Materials						
and Supplies						
Office	158-540					
Printing & Duplicating	158-541	\$ 650.00	\$ -0-	\$ -0-	\$ -0-	\$ 650.00
Publications & Dues	158-542	700.00	-0-	-0-	-0-	700.00
Other	158-545	150.00	-0-	-0-	-0-	150.00
Other	158-549	50.00	-0-	-0-	-0-	50.00
TOTAL		\$ 1,550.00	\$ -0-	\$ -0-	\$ -0-	\$ 1,550.00
Travel and Meetings	158-550					
Meeting Expense	158-551	\$ 100.00	\$ -0-	\$ -0-	\$ -0-	\$ 100.00
Travel	158-554	550.00	-0-	-0-	-0-	550.00
TOTAL		\$ 650.00	\$ -0-	\$ -0-	\$ -0-	\$ 650.00
Capital Outlay	158-580					
Equipment & Furniture	158-585	\$ 1,200.00	\$ -0-	\$ 371.34	\$ 371.34	\$ 828.66
TOTAL INSTITUTIONAL RESEARCH EXPENDITURES		\$24,300.00	\$500.00	\$3,121.34	\$3,121.34	\$21,178.66

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
EDUCATIONAL FUND - BUDGET REPORT
FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 1969

EXPENDITURES	BUDGET		EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUM. BALANCE
	ACCOUNT NUMBER	FEB.	TO DATE	FEB.		
General Adminis. Expense	160-000	\$ 65,100.00	\$ 5,682.95	\$ 44,665.10	\$ 44,665.10	\$ 20,434.90
Salaries	160-510	45,300.00	3,391.66	28,363.28	28,363.28	16,936.72
Administration	160-511	60,900.00	5,892.34	39,239.78	39,239.78	21,660.22
Professional	160-512	3,000.00	-0-	-0-	-0-	3,000.00
Office	160-515					
Other	160-519					
TOTAL		\$174,300.00	\$14,966.95	\$112,268.16	\$112,268.16	\$62,031.84
Contractual Services	160-520					
Architect	160-523	\$ 1,500.00	-0-	-0-	-0-	\$ 1,500.00
Financial	160-524	1,000.00	179.06	1,788.09	1,836.84	(836.84)
Other	160-529	2,500.00	298.13	4,774.31	4,972.69	(2,472.69)
TOTAL		\$ 5,000.00	\$ 477.19	\$ 6,562.40	\$ 6,809.53	\$(1,809.53)
General Materials and Supplies	160-540					
Office	160-541	\$ 5,420.00	142.03	2,797.31	3,078.17	\$ 2,341.83
Printing & Duplicating	160-542	8,900.00	64.52	7,104.80	7,352.83	1,547.17
Advertising	160-544	2,700.00	624.53	3,746.18	3,866.83	(1,166.83)
Publications & Dues	160-545	2,800.00	89.53	3,720.72	3,775.72	(975.72)
Other	160-549	500.00	18.00	277.41	277.41	222.59
TOTAL		\$ 20,320.00	\$ 938.61	\$ 17,646.42	\$ 18,350.96	\$ 1,969.04
Travel and Meetings	160-550					
Meeting Expense	160-551	\$ 4,700.00	121.00	6,006.53	6,006.53	\$(1,306.53)
Travel	160-554	9,700.00	874.21	5,627.02	5,784.69	3,915.31
TOTAL		\$ 14,400.00	\$ 995.21	\$ 11,633.55	\$ 11,791.22	\$ 2,608.78
Fixed Charges	160-570					
Rental of Equipment	160-576	\$ 1,500.00	262.00	1,802.00	1,897.00	\$(397.00)
Capital Outlay	160-580					
Equipment & Furniture	160-585	7,000.00	125.00	6,574.17	7,122.42	(122.42)
TOTAL GENERAL ADMINISTRATIVE EXPENDITURES		\$222,520.00	\$17,764.96	\$156,486.70	\$158,239.29	\$64,280.71

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
EDUCATIONAL FUND - BUDGET REPORT
FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 1969

EXPENDITURES	ACCOUNT NUMBER	EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUMB. BALANCE
		BUDGET	FEB.		
General Institutional Exp.	170-000	\$ 3,000.00	\$ -0-	\$ 4,100.00	\$ (1,100.00)
Contractual Services	170-520	6,000.00	1,103.75	2,805.67	3,194.33
Audit	170-521	10,000.00	1,095.00	8,078.52	1,921.48
Educational	170-522	4,805.00	-0-	225.00	4,580.00
Legal	170-527				
Other	170-529				
TOTAL		\$23,805.00	\$2,198.75	\$15,209.19	\$ 8,595.81
General Materials & Supplies	170-540	\$ -0-	\$ -0-	\$ 10.14	\$ (10.14)
Printing & Duplicating	170-542	5,000.00	777.20	5,815.31	(815.31)
Postage	170-543	-0-	-0-	-0-	-0-
Advertising	170-544	-0-	-0-	1,400.00	(1,400.00)
Publications & Dues	170-545	3,000.00	-0-	3.00	2,997.00
Other	170-549				
TOTAL		\$ 8,000.00	\$ 777.20	\$ 7,228.45	\$ 771.55
Travel and Meetings	170-550				
Other - Inno. & Recruit.	170-559	\$ 7,000.00	\$ 959.26	\$ 7,334.54	\$ (334.54)
TOTAL		\$ 7,000.00	\$ 959.26	\$ 7,334.54	\$ (334.54)
Fringe Benefits	170-560				
Group Medical Insurance	170-561	\$47,500.00	\$3,907.85	\$27,092.25	\$20,407.75
Group Life Insurance	170-562	7,500.00	746.69	5,342.48	2,157.52
Travelers Accident Ins.	170-563	2,000.00	-0-	998.00	1,002.00
Workmen's Compensation	170-564	4,000.00	-0-	2,844.97	1,155.03
Tuition Reimbursement	170-565	7,000.00	59.00	1,668.50	5,331.50
Remission-Empl. Tuition	170-566	-0-	-0-	-0-	-0-
Medical Examinations	170-567	2,000.00	79.00	764.00	1,200.00
Professional Exp.	170-568	9,000.00	-0-	75.00	8,925.00
Other	170-569	-0-	-0-	-0-	-0-
TOTAL		\$79,000.00	\$4,792.54	\$38,785.20	\$40,178.80

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
EDUCATIONAL FUND - BUDGET REPORT
FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 1969

EXPENDITURES	ACCOUNT NUMBER	BUDGET	FEB.	TO DATE	EXP. & ENCUMB. TO DATE	UNENCUMBERED BALANCE
<u>Fixed Charges</u>						
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
<u>Other</u>						
Student Aid	170-591	\$ 44,620.00	\$ -0-	\$ -0-	\$ -0-	\$ 44,620.00
Student Grants, Scholarships Trustee	170-592	4,140.00	56.00	516.00	516.00	3,624.00
Debt Principal Retire.	170-593	-0-	-0-	-0-	-0-	-0-
Tuition Charge-Back	170-594	12,000.00	-0-	12,737.26	12,737.26	(737.26)
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	98.00	7,352.26	7,352.26	2,647.74
Financial Charge-Back	170-596	-0-	-0-	-0-	-0-	-0-
Clearing Account	170-598	-0-	-0-	-0-	-0-	-0-
Other - Athletics	170-599	16,700.00	-0-	1,801.06	1,801.06	14,898.94
TOTAL		\$ 127,460.00	\$ 154.00	\$ 22,406.58	\$ 22,406.58	\$ 105,053.42
TOTAL GENERAL INSTITUTIONAL EXPENDITURES		\$ 248,265.00	\$ 8,881.75	\$ 90,963.96	\$ 90,999.96	\$ 157,265.04
TOTAL EDUCATIONAL FUND EXPENDITURES		\$ 2,949,221.00	\$ 173,668.90	\$ 1,535,410.92	\$ 1,572,721.03	\$ 1,376,499.97

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WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
BUILDING FUND - FEBRUARY 28, 1969

<u>ASSETS</u>	ACCOUNT NUMBER	2/28/69 BALANCE	ENCUM- BRANCES	UNENCUM- BALANCE
Cash in Bank	113.02	\$ 40,974.09	\$ -0-	\$ 40,974.09
Investments	121.00	196,958.28	-0-	196,958.28
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	11,299.47	-0-	11,299.47
Accounts Receivable	138.00	-0-	-0-	-0-
Inventory	162.00	165.00	-0-	165.00
Deferred Charges	160.00	-0-	-0-	-0-
		<u>\$250,008.96</u>	-0-	<u>\$250,008.96</u>
<u>LIABILITIES</u>				
Interfund Payables- Educational Fund	231.01	\$ 28,148.96	\$ -0-	\$ 28,148.96
Trust & Agency Fund	231.06	555.70	-0-	555.70
Accounts Payable	241.10	4,915.44	-0-	4,915.44
Reserve for Encumbrances	260.00	-0-	53,108.76	53,108.76
Other Liabilities	270.90	-0-	-0-	-0-
TOTAL LIABILITIES		<u>\$ 33,620.10</u>	<u>\$ 53,108.76</u>	<u>\$ 86,728.86</u>
Fund Balance	300.00	\$216,388.86	\$ (53,108.76)	163,280.10
TOTAL LIABILITIES & FUND BALANCE		<u>\$250,008.96</u>	<u>\$ -0-</u>	<u>\$250,008.96</u>
SUMMARY OF FUND BALANCE				
Balance, July 1, 1968		410,193.68	-0-	410,193.68
Add: Revenue to Date		14,055.25	-0-	14,055.25
		<u>\$424,248.93</u>	-0-	<u>424,248.93</u>
Less: Expenditures to Date		\$207,860.07	\$ 53,108.76	\$260,968.83
Balance		<u>\$216,388.86</u>	<u>\$ (53,108.76)</u>	<u>\$163,280.10</u>

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512

BUILDING FUND - BUDGET REPORT
FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 1969

REVENUE	ACCOUNT NUMBER	BUDGET	Feb. 1969	REVENUE TO DATE	REVENUE TO DATE	UNENCUM. BALANCE
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	419.00	1,597.00	1,597.00	(847.00)
<u>Federal Resources</u>						
Other - Title VI	441.00	9,800.00	-0-	-0-	-0-	9,800.00
<u>Facilities</u>						
Rentals	461.00	-0-	-0-	160.00	160.00	(160.00)
Interest on Investments	470.00	5,000.00	233.33	8,048.84	8,048.84	(3,048.84)
Miscellaneous Income	491.00	-0-	220.00	135.13	135.13	(135.13)
<u>TOTAL BUILDING FUND REVENUE</u>		<u>\$460,550.00</u>	<u>\$654.53</u>	<u>\$424,248.93</u>	<u>\$424,248.93</u>	<u>\$ 36,301.07</u>

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512

BUILDING FUND - BUDGET REPORT
FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 1969

EXPENDITURES	ACCOUNT NUMBER	BUDGET	EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUM. BALANCE
			Feb. 1969	TO DATE		
<u>Operations</u>	517.00	\$ 32,400.00	\$ 3,632.29	\$15,046.52	\$15,046.52	\$17,353.48
<u>Salaries</u>	518.00	10,175.00	1,892.61	5,394.97	5,394.97	4,780.03
Staff						
Student Aids						
<u>Contractual Services</u>						
Maintenance	524-5.00	2,320.00	20.40	1,340.30	1,340.30	979.70
Other	529.00	6,500.00	-0-	4,772.09	5,520.91	979.09
<u>General Materials & Supplies</u>						
Printing & Duplicating	542.00	300.00	-0-	-0-	-0-	300.00
Operations Supplies	546.00	7,600.00	102.32	1,234.31	1,264.31	6,335.69
Equipment Repair	547.00	500.00	39.55	44.84	44.84	455.16
Uniforms & Supplies	549.00	1,240.00	98.50	2,122.86	2,177.26	(937.26)
<u>Automobile Expense</u>						
Automobile Repairs	556.00	1,500.00	50.38	1,289.30	1,289.30	210.70
Automobile Insurance	569.00	1,500.00	910.00	1,438.75	1,572.59	(72.59)
<u>Fixed Charges</u>						
Fuel, Heating	571.00	4,500.00	519.71	1,565.06	1,949.07	2,550.93
Electricity	572.00	14,500.00	295.84	6,178.52	6,178.52	8,321.48
Telephone Expense	573.00	24,000.00	1,483.87	15,076.11	15,076.11	8,923.89
Water, Sewage, etc.	574.00	750.00	-0-	18.50	18.50	731.50
Equipment Rental	576.00	3,500.00	-0-	1,065.81	1,065.81	2,434.19
<u>Capital Outlay</u>						
Groundkeeping & New Landscaping Equipment	584.00	-0-	-0-	1,050.00	1,050.00	(1,050.00)
	585.00	12,150.00	8,607.85	12,977.29	13,387.29	(1,237.29)
TOTAL OPERATIONS		\$123,435.00	\$17,653.32	\$70,615.23	\$72,376.30	\$51,058.70

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
BUILDING FUND - BUDGET REPORT
FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 1969

EXPENDITURES	ACCOUNT NUMBER	BUDGET	EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUM. BALANCE
			Feb. 1969	TO DATE		
Maintenance	516.00	\$ 8,200.00	\$1,004.54	\$14,831.82	\$14,831.82	\$ (6,631.82)
Salaries	518.00	3,000.00	-0-	-0-	-0-	3,000.00
Staff						
Student Aids						
<u>Contractual Services</u>						
Repairs	524.00	200.00	261.76	1,913.72	2,072.70	(1,872.70)
General Materials & Supplies	547.00	1,200.00	40.28	663.13	707.13	492.87
<u>Capital Outlay</u>						
Equipment	585.00	1,000.00	141.93	890.99	1,334.89	(334.89)
TOTAL MAINTENANCE EXPENDITURES		\$13,600.00	\$1,448.51	\$18,299.66	\$18,946.54	\$ (5,346.54)
<u>Administration</u>						
Salaries						
Administrative	511.00	\$14,500.00	\$1,204.16	\$ 9,633.28	\$ 9,633.28	\$ 4,866.72
Staff	515.00	6,000.00	567.63	3,947.41	3,947.41	2,052.59
<u>Contractual Services</u>						
Other	529.00	-0-	-0-	374.19	374.19	(374.19)
<u>General Materials & Supplies</u>						
Office Supplies	541.00	240.00	31.51	210.85	210.85	29.15
Printing and Duplicating	542.00	350.00	10.53	47.92	47.92	302.08
Postage	543.00	100.00	-0-	-0-	-0-	100.00
Advertising	544.00	-0-	-0-	134.68	134.68	(134.68)
Publications & Dues	545.00	50.00	-0-	20.00	20.00	30.00
Travel Expense	554.00	700.00	4.48	927.84	927.84	(227.84)
TOTAL ADMINISTRATIVE EXPENDITURES		\$21,940.00	\$1,830.43	\$15,308.29	\$15,308.29	\$ 6,631.71

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512

BUILDING FUND - BUDGET REPORT

FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 1969

	ACCOUNT NUMBER	BUDGET	EXPENDITURES		EXP. & ENCUMB.	UNENCUM. BALANCE
			Feb. 1969	TO DATE		
<u>General Institutional Expense</u>						
<u>Fringe Benefits</u>						
Workmen's Compensation	564.00	\$ 3,000.00	\$ -0-	\$ 549.03	\$ 549.03	\$ 2,450.97
Tuition Reimbursement	565.00	100.00	-0-	-0-	-0-	100.00
Medical Examinations	657.00	250.00	-0-	20.00	20.00	230.00
TOTAL		\$ 3,350.00	-0-	\$ 569.03	\$ 569.03	\$ 2,780.97
<u>Fixed Charges</u>						
Rental of Facilities	575.00	173,000.00	-0-	112,524.60	112,524.60	60,475.40
General Insurance	579.00	2,500.00	-0-	6,051.37	6,051.37	(3,551.37)
TOTAL		\$178,850.00	-0-	\$119,145.00	\$119,145.00	\$ 59,705.00
<u>Capital Outlay</u>						
Site Improvements	582.00	\$ -0-	\$ -0-	\$ 655.00	\$ 655.00	\$ (655.00)
New Building & Additions	583.00	-0-	-0-	(50,430.89)	-0-	-0-
Building Remodeling	584.00	10,000.00	93.97	8,290.11	8,290.11	1,709.89
Equipment & Furniture	585.00	33,577.00	-0-	14,547.42	14,547.42	19,029.58
Instructional Equipment	586.00	-0-	-0-	11,430.25	11,700.17	(11,700.17)
Other	589.00	500.00	-0-	-0-	-0-	500.00
<u>Other</u>						
Provision for Contingency	595.00	18,648.00	-0-	-0-	-0-	18,648.00
TOTAL GENERAL INSTITUTIONAL EXP.		\$241,575.00	\$ 93.97	\$103,636.89	\$154,337.70	\$ 87,237.30
TOTAL BUILDING FUND EXPENDITURES		\$400,550.00	\$21,026.23	\$207,860.07	\$260,968.83	\$139,581.17

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
STATEMENT OF POSITION
BOND & INTEREST FUND, FEBRUARY 28, 1969

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<u>ASSETS</u>	<u>ACCOUNT NUMBER</u>	<u>BALANCE</u>	<u>ENCUM- BRANCES</u>	<u>UNENCUM. BALANCE</u>
Cash in Bank	113.00	\$ 963.17	\$ -0-	\$ 963.17
Investments	121.00	105,132.53	-0-	105,132.53
Interfund Rec.-Ed. Fd.	131.01	2,460.20	-0-	2,460.20
Taxes Receivable-Current	132.00	12,452.88	-0-	12,452.88
Yr.				
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>
 <u>LIABILITIES</u>				
Reserve for Encumbrances	240.10	\$ -0-	\$ 145,588.37	\$145,588.37
Fund Equity	300.00	121,159.80	(145,588.37)	(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
		<u>\$497,125.43</u>	<u>\$ -0-</u>	<u>\$497,125.43</u>
Less: Expenditures to Date		375,965.63	145,588.37	230,377.26
Balance, February 28, 1969		<u>\$121,159.80</u>	<u>\$ (145,588.37)</u>	<u>\$ (24,428.57)</u>

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512

BOND & INTEREST FUND - BUDGET REPORT
EIGHT MONTHS ENDED FEBRUARY 28, 1969

REVENUE	ACCOUNT NUMBER	REVENUE		UNENCUM. BALANCE
		BUDGET	TO DATE	
Fund Equity	300.00	\$ (22,000.00)	\$ 489,299.11	\$ (511,299.11)
Local Resources				
Taxes-Current - 1968	411.00	555,594.00	-0-	555,594.00
Taxes-Back			897.09	(897.09)
Interest on Investments	470.00			
Treasury Bills	471.00	1,000.00	863.76	136.24
Certificate 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

EXPENDITURES	ACCOUNT NUMBER	EXPENDITURES		UNENCUM. BALANCE
		BUDGET	TO DATE	
General Institutional Exp.				
Fixed Charges				
Interest - Bonds	578.00	\$ 296,101.00	\$ 150,691.25	\$ -0-
Other				
Bond Principal	593.00	225,000.00	225,000.00	-0-
Bank Service Charge	596.00	453.00	274.38	-0-
		\$225,453.00	\$225,274.38	\$ -0-
Total Bond & Interest Exp.		\$521,554.00	\$375,965.63	\$ -0-

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
STATEMENT OF POSITION
SITE AND CONSTRUCTION FUND, FEBRUARY 28, 1969

<u>ASSETS</u>	<u>ACCOUNT NUMBER</u>	<u>BALANCE</u>	<u>ENCUM- BRANCES</u>	<u>UNENCUM. BALANCE</u>
Cash in Bank	113.00	\$ 15,944.61	\$ -0-	\$ 15,944.61
Investments	120.00	2,274,786.70	-0-	2,274,786.70
Interfund Receivables-				
Educational Fund	131.01	-0-	-0-	-0-
Other Receiv.-Long Term	138.91	25,447.74	-0-	25,447.74
<hr/>				
Deferred Charges				
Unallocated Moveable				
Equipment	169.00	-0-	333,473.27	333,473.27
TOTAL ASSETS		<u>\$2,316,179.05</u>	<u>\$ 333,473.27</u>	<u>\$2,649,652.32</u>
<u>LIABILITIES</u>				
Accounts Payable	240.10	\$ 27,593.20	\$ -0-	\$ 27,593.20
Reserve for Encumbrances	260.00		445,307.40	445,307.40
TOTAL LIABILITIES		<u>\$ 27,593.20</u>	<u>\$ 445,307.40</u>	<u>\$ 472,900.60</u>
Fund Equity	300.00	\$2,288,585.85	\$ (111,834.13)	\$2,176,751.72
TOTAL LIABILITIES & FUND EQ.		<u>\$2,316,179.05</u>	<u>\$ 333,473.27</u>	<u>\$2,649,652.32</u>
<u>SUMMARY OF FUND BALANCE</u>				
Balance, September 1, 1966		\$ -0-	\$ -0-	\$ -0-
Add: Revenue to Date		7,842,653.24	-0-	7,842,653.24
		<u>\$7,842,653.24</u>	<u>\$ -0-</u>	<u>\$7,842,653.24</u>
Deduct: Expenditures to Date		5,554,067.39	111,834.13	5,665,901.52
Balance, February 28, 1969		<u>\$2,288,585.85</u>	<u>\$ (111,834.13)</u>	<u>\$2,176,751.72</u>

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
SITE & CONSTRUCTION FUND BUDGET REPORT
PROJECT BUDGET SEPTEMBER 1, 1966 to FEBRUARY 28, 1969

<u>REVENUE</u>	<u>ACCOUNT NUMBER</u>	<u>BUDGET</u>	<u>FEB.</u>	<u>REVENUE TO DATE</u>	<u>UNENCUM. BALANCE</u>
<u>Intermediate Resources</u>	425.00				
<u>Sale of Bonds</u>					
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>	432.00	750,000.00	-0-	-0-	750,000.00
Vocational Education Act.					
<u>Federal Resources</u>	443.00	61,091.00	-0-	61,091.00	-0-
Title VI 1967-68	446.00	-0-	-0-	-0-	-0-
HEW Grant					
<u>Facilities</u>	464.00	4,000.00	-0-	4,000.00	-0-
Sale of Well Site	465.00	-0-	-0-	-0-	-0-
Sale of Portable Classrooms					
<u>Interest on Investments</u>	471.00	80,000.00	509.74	2,432.70	77,567.30
Treasury Bills	472.00	300,000.00	48,958.33	346,044.64	(46,044.64)
Certificates of Deposit		\$ 380,000.00	\$ 49,468.07	\$ 348,477.34	\$ 31,522.66
<u>Other</u>					
Miscellaneous		631.00	-0-	630.35	.65
		\$ 8,624,176.00	\$ 49,468.07	\$ 7,842,653.24	\$ 781,522.76

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
SITE & CONSTRUCTION FUND
PROJECT BUDGET SEPTEMBER 1, 1966 to FEBRUARY 28, 1969

<u>EXPENDITURES</u>	<u>ACCOUNT NUMBER</u>	<u>BUDGET</u>	<u>EXPENDITURES</u>		<u>EXP. & ENCUMB. TO DATE</u>	<u>UNENCUMB. BALANCE</u>
			<u>FEB.</u>	<u>TO DATE</u>		
<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	-0-	14,247.73	14,247.73	(4,247.73)
Plans	523.50	25,000.00	-0-	19,338.93	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	\$-0-	\$ 703,089.19	\$ 703,089.19	\$6,598.81
<u>Fixed Charges</u>						
Treasurer's Bond	579.10	3,000.00	\$-0-	\$ 2,516.00	\$ 3,037.00	\$ (37.00)
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	\$ 3,041.57	\$2,591.43
<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 RAINEY HARPER COLLEGE
DISTRICT #512

SITE & CONSTRUCTION FUND

PROJECT BUDGET SEPTEMBER 1, 1966 to FEBRUARY 28, 1969

EXPENDITURES	ACCOUNT NUMBER	BUDGET	EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUMB. BALANCE
			FEB.	TO DATE		
Capital Outlay						
Site Improvement						
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
		<u>\$ 4,500.00</u>	<u>\$-0-</u>	<u>\$ 94.39</u>	<u>\$ 94.39</u>	<u>\$ 4,405.61</u>
New Buildings						
Relocatable Buildings	583.10	\$ 171,605.00	\$-0-	\$ 171,605.10	\$ 171,605.10	\$ (.10)
Construction Payout to I.B.A.	583.20	2,557,469.00	-0-	2,557,469.43	2,557,469.43	(.43)
		<u>\$2,729,074.00</u>	<u>\$-0-</u>	<u>\$2,729,074.53</u>	<u>\$2,729,074.53</u>	<u>(.53)</u>

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512

SITE & CONSTRUCTION FUND

PROJECT BUDGET SEPTEMBER 1, 1966 to FEBRUARY 28, 1969

<u>EXPENDITURES</u>	<u>ACCOUNT NUMBER</u>	<u>BUDGET</u>	<u>EXPENDITURES</u>		<u>EXP. & ENCUMB. TO DATE</u>	<u>UNENCUMB. BALANCE</u>
			<u>FEB.</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-
		<u>\$50,983.27</u>	<u>\$ -0-</u>	<u>\$50,983.27</u>	<u>\$50,983.27</u>	<u>\$ -0-</u>
<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	1,134.20	2,936.52	2,936.52	-0-
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-
		<u>\$24,904.37</u>	<u>\$ 1,134.20</u>	<u>\$24,904.77</u>	<u>\$24,904.77</u>	<u>\$ (.40)</u>
<u>Title VI Equipment</u>						
Science		\$ 32,438.97	\$ -0-	\$ 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-	(1,015.00)	-0-	-0-
		<u>\$61,059.08</u>	<u>\$ -0-</u>	<u>\$59,407.56</u>	<u>\$60,422.56</u>	<u>\$ 636.52</u>

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512

SITE & CONSTRUCTION FUND

PROJECT BUDGET SEPTEMBER 1, 1966 to FEBRUARY 28, 1966

<u>EXPENDITURES</u>	<u>ACCOUNT NUMBER</u>	<u>BUDGET</u>	<u>FEB.</u>	<u>EXPENDITURES TO DATE</u>	<u>EXP. & ENCUMB. TO DATE</u>	<u>UNENCUMB. BALANCE</u>
<u>Equipment</u>						
<u>Voc. Tech. Equipment</u>						
Business	110-586.21	\$ 19,500.00	\$ -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	698.00	4,802.00
Architecture	110-586.21	65,500.00	-0-	-0-	-0-	65,500.00
Electronics	112-586.23	184,463.00	-0-	177,743.49	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	11,150.00	155,516.00	169,456.00	(48,001.00)
Nursing	116-586.23	2,050.00	-0-	7,683.62	7,683.62	(5,633.62)
Dental Hygiene	117-586.23	2,000.00	693.00	4,736.74	100,147.87	(98,147.87)
Closed Circuit TV	586.20	13,153.00	-0-	-0-	-0-	13,153.00
TOTAL VOC. TECH.		\$749,024.00	\$11,843.00	\$427,019.69	\$537,317.82	\$211,706.18
<u>Phase II</u>						
<u>Contractual Services</u>						
Architectural & Eng.	523.00	\$828,050.00	\$14,616.00	\$ 87,882.00	\$ 87,882.00	\$740,168.00
<u>Capital Outlay</u>						
New Buildings	583.00	\$1,993,600.28		\$ 2,288.75	\$ 2,288.75	\$1,991,311.53
Total Phase II		\$2,821,650.28	\$14,616.00	\$ 90,170.75	\$ 90,170.75	\$2,731,479.53
		\$8,624,176.00	\$27,593.20	\$5,554,067.39	\$5,665,901.52	\$2,958,274.48

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
STATEMENT OF POSITION
AUXILIARY FUND - FEBRUARY 28, 1969

75
02

<u>ASSETS</u>	<u>ACCOUNT NUMBER</u>	<u>BALANCE FEB. 28</u>	<u>ENCUM- BRANCES</u>	<u>UNENCUMBERED BALANCE</u>
Petty Cash	111.00	\$ 120.00	\$ -0-	\$ 120.00
Cash in Bank	113.04	37,260.39	-0-	37,260.39
Charge Funds	115.00	500.00	-0-	500.00
<u>Interfund Receivables</u>				
Educational Fund	131.01	1,385.65	-0-	1,385.65
Trust & Agency Fund	131.06	33.75	-0-	33.75
<u>Miscellaneous Receiv.</u>	138.00	8,945.60	-0-	8,945.60
Inventory	162.00	43,048.21	-0-	43,048.21
TOTAL ASSETS		<u>\$91,293.60</u>	<u>\$ -0-</u>	<u>\$91,293.60</u>
<u>LIABILITIES</u>				
<u>Interfund Payables</u>				
Educational Fund	231.01	\$45,361.12	\$ -0-	\$45,361.12
Building Fund	231.02	474.00	-0-	474.00
Accounts Payable	240.10	12,096.98	-0-	12,096.98
Retailers Occupation Tax	255.00	2,052.34	-0-	2,052.34
Reserve for Encum- brances	260.00	-0-	5,928.50	5,928.50
TOTAL LIABILITIES		<u>\$59,984.44</u>	<u>\$ 5,928.50</u>	<u>\$65,912.94</u>
Fund Balance	300.00	31,309.16	(5,928.50)	25,380.66
TOTAL LIABILITIES AND FUND BALANCE		<u>\$91,293.60</u>	<u>-0-</u>	<u>\$91,293.60</u>

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
AUXILIARY FUND (CAFETERIA) BUDGET REPORT
FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 1969

<u>REVENUE</u>	<u>BUDGET</u>	<u>FEB.</u>	<u>REVENUE</u>	<u>TO DATE</u>	<u>UNENCUMBERED</u>
Fund Equity, July 1, 1968	\$ 1,700.00	\$ -0-	\$ 1,606.21	\$ 1,606.21	\$ 93.79
Sales - Foods	38,000.00	3,610.08	17,000.84	20,999.16	
Total Revenue & Beginning Fund Equity	<u>\$39,700.00</u>	<u>\$3,610.08</u>	<u>\$18,607.05</u>	<u>\$21,092.95</u>	
<u>EXPENDITURES</u>					
<u>Public & Auxiliary Service</u>	<u>BUDGET</u>	<u>FEB.</u>	<u>EXPENDITURES</u>	<u>TO DATE</u>	<u>UNENCUM. BALANCE</u>
Salaries	\$14,400.00	\$ 859.81	\$ 4,154.46	\$ 4,154.46	\$10,245.54
Operations Staff					
<u>General Materials & Supplies</u>					
Beginning Inventory	\$ 200.00	\$ -0-	\$ 220.56	\$ 220.56	\$ (20.56)
Purchases - Food	21,000.00	1,442.60	9,746.87	9,791.67	11,208.33
Ending Inventory	(200.00)	191.91	(567.52)	(567.52)	367.52
Other Supplies	2,300.00	193.04	964.68	986.43	1,313.57
Cost of Sales	<u>\$23,300.00</u>	<u>\$1,827.55</u>	<u>\$10,364.59</u>	<u>\$10,431.14</u>	<u>\$12,868.86</u>
<u>Other Expenses</u>					
Advertising	\$ -0-	\$ -0-	\$ 40.01	\$ 40.01	\$ (40.01)
Financial Charges & Adj.	-0-	-0-	(.14)	(.14)	.14
CAFETERIA OPERATIONS EXPENSE	<u>\$37,700.00</u>	<u>\$2,687.36</u>	<u>\$14,558.92</u>	<u>\$14,625.47</u>	<u>\$23,074.53</u>
Professional Salaries	-0-	1,375.00	1,375.00	-0-	-0-
TOTAL CAFETERIA EXPENDITURES	<u>\$37,700.00</u>	<u>\$4,062.36</u>	<u>\$15,933.92</u>	<u>\$14,625.47</u>	<u>\$23,074.53</u>

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
AUXILIARY FUND (BOOKSTORE) BUDGET REPORT
FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 1969

REVENUE	ACCOUNT NUMBER	BUDGET	REVENUE		UNENCUMBERED BALANCE
			FEB.	TO DATE	
Fund Equity, July 1, 1968	300.00	\$ 5,000.00	\$ -0-	\$ 2,757.87	\$ 2,242.13
Sales Bookstore					
Sales - Books	452.10	200,000.00	39,676.04	188,505.03	11,494.97
Returned Sales - Books	452.17	-0-	(4,125.43)	(11,627.13)	11,627.13
Sales - Supplies	452.20	35,000.00	4,130.58	24,467.29	10,532.71
Returned Sales - Supplies	452.27	-0-	(54.00)	(218.85)	218.85
Total Revenue & Fund Equity		\$235,000.00	\$39,627.19	\$201,126.34	\$33,873.66
		\$240,000.00	\$39,627.19	\$203,884.21	\$36,115.79

EXPENDITURES	ACCOUNT NUMBER	BUDGET	EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUM. BALANCE
			FEB.	TO DATE		
Public & Auxiliary Service						
Salaries						
Professional Staff	512.00	\$ 11,000.00	\$ 916.66	\$ 7,333.28	\$ 7,333.28	\$ 3,666.72
Office Staff	515.00	10,700.00	1,363.35	6,501.19	6,501.19	4,198.81
TOTAL		\$ 21,700.00	\$ 2,280.01	\$ 13,834.47	\$ 13,834.47	\$ 7,865.53
Instructional Mtrls. & Supplies						
Purchases - Books	530.00	\$166,000.00	\$37,531.12	\$141,506.67	\$144,994.93	\$21,005.07
Beginning Inventory - Books	536.11	25,000.00	-0-	17,975.67	17,975.67	7,024.33
Ending Inventory - Books	536.12	(20,000.00)	14,177.08	(24,245.98)	(24,245.98)	4,245.98
Purchases - Supplies	536.20	30,000.00	2,421.74	26,199.96	26,777.61	3,222.39
Beginning Inventory - Supplies	536.21	10,000.00	-0-	10,745.60	10,745.60	(745.60)
Ending Inventory - Supplies	536.22	(15,000.00)	1,584.48	(18,234.71)	(18,234.71)	3,234.71
Cost of Sales		\$196,000.00	\$55,714.42	\$153,947.21	\$158,013.12	\$37,986.88

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
AUXILIARY FUND (BOOKSTORE) BUDGET REPORT
FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 1969

EXPENDITURES (Cont.)	ACCOUNT NUMBER	BUDGET	EXPENDITURES		EXP. & ENCUMB. TO DATE	UNENCUM. BALANCE
			FEB.	TO DATE		
General Materials & Supplies	540.00					
Office Supplies	541.00	\$ 875.00	\$ -0-	\$ 347.92	\$ 374.56	\$ 500.44
Printing & Duplicating	542.00	1,550.00	30.77	199.42	199.42	1,350.58
Advertising	544.00	1,100.00	-0-	50.00	50.00	1,050.00
Publications & Dues	545.00	175.00	85.00	123.80	123.80	51.20
Repairs & Maintenance	547.00	-0-	40.00	149.36	249.36	(249.36)
TOTAL		\$ 3,700.00	\$ 155.77	\$ 870.50	\$ 997.14	\$ 2,702.86
Travel & Meeting Expense	554.00	\$ 550.00	\$ 130.00	\$ 335.08	\$ 335.08	\$ 214.92
Fixed Charges	570.00					
Telephone Expense	573.00	\$ 500.00	\$ 94.55	\$ 363.29	\$ 363.29	\$ 136.71
Interest Expense	577.00	1,800.00	-0-	-0-	-0-	1,800.00
Capital Outlay	580.00	\$ 2,300.00	\$ 94.55	\$ 363.29	\$ 363.29	\$ 1,936.71
Office Equipment	585.00	\$ 684.00	\$ -0-	\$ -0-	\$ -0-	\$ 684.00
Other	590.00					
Provision for Contingency	595.00	\$ 14,000.00	\$ -0-	\$ -0-	\$ -0-	\$ 14,000.00
Financial Charges & Adjust.	596.00	700.00	(8.04)	14.66	14.66	685.34
		\$ 14,700.00	\$ (8.04)	\$ 14.66	\$ 14.66	\$ 14,685.34
Total Bookstore Expenditures		\$239,634.00	\$58,366.71	\$169,365.21	\$173,557.76	\$66,076.24

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
AUXILIARY FUND - OTHER ACTIVITIES
FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 1969

33

<u>REVENUE</u>	<u>ACCOUNT</u>			<u>REVENUE</u>
	<u>NUMBER</u>	<u>BUDGET</u>	<u>FEB.</u>	<u>YR. TO DATE</u>
Other Activities - Publications	459.00	\$ -0-	\$ -0-	\$15.00

-- PUBLICATIONS...WORK DONE WITH PRIDE...by the students
Of Journalism 132.

Here is your copy of The Halcyon, the college's yearbook -- and a late copy of The Harbinger, the college newspaper which netted a top national award, First Class honors, in the All-American Critical Service of the Associated Collegiate Press.

The yearbook was edited by Miss Judy Ressler, a sophomore. The newspaper, by Mr. Terry Babb.

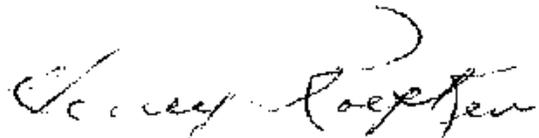
All the photographs, all the written work is from student sources.

If you're curious about the costs --

The yearbook "costs" each student about \$1.75. The newspaper, ~~7½¢~~ a copy. These figures include all photographic charges, printing and production expenses.

The lessons of initiative, self-reliance, professional doggedness and duty that both publications have offered cannot be estimated in terms of cash.

This completes my instructional work in the four-semester cycle of Journalism 132.



Henry Roepken
Assistant Professor
Journalism

WILLIAM PAINEY HARPER COLLEGE
 DIVISION OF Science and Mathematics

CANDIDATE Moehrlin, Raymond M.

FIELD Mathematics

PREPARATION Concordia Teachers College 53-57 B.S.

(Degree, School Year Received & Semester Hours in Subject Field) Illinois Institute Technology 61-64 M.S.

79 Hours - Mathematics

26 Hours - Related Fields

MAJOR AREAS Mathematics

TEACHING EXPERIENCE 57-62 Luther High School

(Dates of Positions) 62-63 Bethany Luthern School

63-pres Concordia College

OTHER EXPERIENCE Heating & Air-conditioning Installation - Summer 53-66

HONORS & 1956 Scholarship - Concordia

DISTINCTIONS 1959 N.S.F. Academic Year & Summer Grant

61-63 Esso Foundation Grant

64 N.S. F. Grant

PERSONAL [REDACTED]

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

RANK & SALARY Associate Professor - \$11,600

RECOMMENDED BY *John R. Thompson* Department

[REDACTED] Chairman

[REDACTED] Assistant Dean

[REDACTED] Dean

WILLIAM PAINEY HARPER COLLEGE
 DIVISION OF Science and Mathematics

CANDIDATE Bensema, Ronald P.

FIELD Mathematics

PREPARATION Roosevelt University 59-63 B.S. 1963

(Degree, School University of Illinois 64-65 M.S. 1965
 Year Received & Semester Hours in

Subject Field) University of Illinois 66-69 M.A. 1969

90 hours - Mathematics

MAJOR AREAS Mathematics - Major Science- Minor

TEACHING EXPERIENCE 65-66 Thornton Township H.S.

(Dates of Positions) 66-67 University of Illinois (Part-time)

67-pres Suffolk Community College, Seldon, N. Y.

OTHER EXPERIENCE None

HONORS & Eleanor Roosevelt Scholarship

DISTINCTIONS Two Honor Societies

Teaching Assistantship University of Illinois

PERSONAL [REDACTED]

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

RANK & SALARY Instructor \$10,000.00

RECOMMENDED BY Science and Mathematics Department

[Signature] Chairman

[Signature] Assistant Dean

[Signature] Dean

WILLIAM PAINEY HARPER COLLEGE
DIVISION OF Science and Mathematics

CANDIDATE

Jenness, Pauline

FIELD

Mathematics - Remedial

PREPARATION

University of Maine 44-48 B.A.

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

University of Maine 49-54 M. Ed.

MAJOR AREAS

Mathematics - Major Education - Minor

TEACHING EXPERIENCE
(Dates of Positions)

48-49 Orono High School, Orono, Maine

49-52 Elementary School, Caribou, Maine

52-57 Elementary School, Arlington Heights

57-67 Maine Twsp H. S. West

68-69 " " "

OTHER EXPERIENCE

None

HONORS &
DISTINCTIONS

B.P.O.E. Scholarship

State of Maine Secondary School Scholarship

Varsity Debate Key

PERSONAL

(Age, Marital Status,
Children, Address)

Assistant Professor - \$13,000

RANK & SALARY

RECOMMENDED BY

John H. Thompson
Science and Mathematics Department

Department

Chairman

Assistant Dean

Jenness Pauline
Dean

Dean

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF Communications

CANDIDATE Robert C. Shaw

FIELD English

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

B.A. Vanderbilt University (1964 - English)
M. Th. University of Chicago (1967)
42 hours past Masters in Theology and Literature.
D. Mn. (Anticipated, June 1969). (This is a
combined literature-theology doctorate)

MAJOR AREAS Literature, Journalism and Theology

TEACHING EXPERIENCE
(Dates of Positions)

None

OTHER EXPERIENCE Editorial Assistant - Criterion Magazine (1967-69)
News Reporter - Oklahoma City Daily Oklahoman
and Times (1964-65)

HONORS &
DISTINCTIONS Professor's grading assistant (1961-62) Phillips Univ.
Cum Laude (Vanderbilt), Academic Scholarships
(Vanderbilt, Chicago), Merril Moore Literary Award.

PERSONAL
(Age, Marital Status,
Children, Address)

[REDACTED]

RANK & SALARY Asst. Prof. \$9,150. (contingent upon receipt of
doctorate in June, 1969 - otherwise instructor)

RECOMMENDED BY Dept. Committee (Muchmore, Ryan, Bartos)

Robert Powell Department
Chairman
[Signature] Assistant Dean
[Signature] Dean

WILLIAM RAINEY HARPER COLLEGE
 DIVISION OF HUMANITIES & FINE ARTS

CANDIDATE Jerry F. Davidson
 FIELD Music
 PREPARATION B.Mus, University of Arkansas, Fayetteville, Arkansas
 (Degree, School MSM, Union Theological Seminary, New York City
 Year Received & Will attend summer workshop at Oxford, England this
 Semester Hours in summer.
 Subject Field)

MAJOR AREAS Music Literature & Theory - 53 B.A. 6 M.S.M.
Organ B.A. 26 12 M.S.M.

TEACHING EXPERIENCE Private teaching (part-time while a student)
 (Dates of Positions) Metudan, New Jersey
New York, New York
September, 1967 (continuing)

OTHER EXPERIENCE

HONORS & B.Mus with high honors; Phi Beta Kappa; Nichols prize
 DISTINCTIONS for outstanding student in the Honors Program, 1965,
at the University of Arkansas. Many compositions
performed by various soloists and groups.

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

RANK & SALARY Instructor, \$8,700

RECOMMENDED BY Jerry F. Davidson Department
K. P. Makos Chairman
[Signature] Assistant Dean
[Signature] Dean

WILLIAM RAINEY HARPER COLLEGE
 DIVISION OF Humanities & Fine Arts

CANDIDATE Francis Mary Hesser

FIELD Art History and Art Appreciation

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

Wesleyan College	Macon, Georgia	1953	A.B.
University of Dayton	Ohio	1965	M.S. in Ed.
University of Chicago		1968	M.A.
University of Chicago		Current	

MAJOR AREAS

Classics	36 (B.A.)
Mathematics	29 (B.A.) 24 (M.S.)
Art History	19 (B.A.) 30 (M.A.) 70 (Ph.D.)

TEACHING EXPERIENCE (Dates of Positions)

Mercy High School	Baltimore, Md.	8-62/6-66	Math Art History
de Sales High School	Macon, Ga.	8-58/6-62	Latin, Math
Mt. St. Agnes H.S.	Baltimore, Md.	8-55/6-58	Latin, Math Philadelphia
Little Flower Catholic H.S.	Pa.	9-52/2-53	Latin, Math
Mt. St. Agnes College	Baltimore, Md.	SS1956-'59-'66	Art History

OTHER EXPERIENCE

HONORS & DISTINCTIONS

A.B. Cum Laude, Pub. in Ed. Journal
1969 editorial writer in Art History; catalogue of the Leigh A. Block collection in progress.

PERSONAL (Age, Marital Status, Children, Address)

[REDACTED]

RANK & SALARY

Assistant Professor, \$10,500

RECOMMENDED BY

<u>W. R. Joust</u>	Department Chairman
<u>J. P. Marks</u>	Assistant Dean
<u>[Signature]</u>	Dean

WILLIAM PAINEY HARPER COLLEGE
DIVISION OF Science and Mathematics

CANDIDATE

Miller, Sharon M.

FIELD

Biology

PREPARATION

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

Northwestern University 59-63 B.A. 1963

Northwestern University 63-65 M.S. 1965

Sanford University, California '67-'68 53 Semester

Hours toward Doctorate
134 Semester Hours in Biology; 26 in Chemistry

RESEARCH AREAS

Biology, Chemistry

TEACHING EXPERIENCE
(Dates of Positions)

65-66 Barrington Consolidated H. S.

68-69 Wilbur Jr. High School, Cal.

Graduate Teaching Assistant - Northwestern Univ. '62-'64

OTHER EXPERIENCE

Library Assistant 56-62

Prep. of Technical Book Index 1968

HONORS &
DISTINCTIONS

Phi Beta Kappa, N.S.E. Grants, Beta Beta Beta, Panhellenic
Scholarship Award, Chi Omega Scholarship Award, Illinois
State Scholarship, Northwestern University Scholarship,
Regent's Scholarship (Univ of Calif) Northwestern Biology
Department Scholarship Award

PERSONAL

(Age, Marital Status,
Children, Address)

[Redacted]

RANK & SALARY

Instructor - \$8,800.00

RECOMMENDED BY

John H. Thompson
John H. Thompson

Department

Chairman

Assistant Dean

[Signature]

Dean

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF SOCIAL SCIENCE

CANDIDATE Carl Patrick Lewis
FIELD U. S. History
PREPARATION Montgomery Jr. College, Silver Springs, Md.
1951-'52
U. of Md. 1952-59, B.A. History, 48 Sem. Hr.
U. of Md. 1959-61, M.A. History, 30 Sem. Hr.
U. of Md. 1961-65, Candidate PhD, 42 Sem. Hrs.

MAJOR AREAS U.S. History

TEACHING EXPERIENCE Univ. of Massachusetts, Amherst, Mass.
Sept. 1965-Sept. 1969, Amer. History
Univ. of Maryland, July 1962-June 1965

OTHER EXPERIENCE Part-time summer work. 1955 to 1959
U.S. Army, 1953-55.

HONORS & DISTINCTIONS Phi Alpha Theta History Honorary Society

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

RANK Assistant Professor, \$11,500.00

STEP & SALARY

RECOMMENDED BY Larry S. King Department
John P. Birkholz Chairman
[Signature] Assistant Dean
[Signature] Dean

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF Business

CANDIDATE

Franklyn G. McClintock

FIELD

Management-Economics

PREPARATION

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

Cooper Union, Sept. 1945 - June 1948

Long Island Univ., Sept. 1948 - June 1950, B.S.-Econ.,

40 Sem. Hrs., Univ. of Chicago, Jan. 1964 - Aug. 1967,

Mgt.-Economics

Will have completed 15 grad. hrs. at N.I.U. by end
of summer session.

MAJOR AREAS

Personnel - Management-Economics-Personnel

TEACHING EXPERIENCE
(Dates of Positions)

Triton College, Sept. 1968 to Present - Part time

OTHER EXPERIENCE

Wage & Salary Administration, Vapor Corp., 1966 to
present; Employment Counselor, Rainbo Personnel,

HONORS &
DISTINCTIONS

Asst. Mgr. of Compensation, U.S. Gypsum Co., Personnel

Consulting, Personnel Engineering; Industrial Relations
Supervisor, Union Carbide Co.

PERSONAL
(Age, Marital Status,
Children, Address)

Publication -In Defense of Job Evaluation The Man,
The Job, The Man on the Job-Personnel Journal

RANK & SALARY

Asst. Prof. - \$13,500.

RECOMMENDED BY

Charles F. Hall

Department

John R. Birkhoff

Chairman

Sumner

Assistant Dean

Dean

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF Business

CANDIDATE

Charles L. Joly

FIELD

Psychology

PREPARATION

Del Mar College, Corpus Christi, Texas,
1947-49; St. Mary's Univ., San Antonio, Tex.,
1949-52; B.A. Psychology; Loyola Univ.,
1957, M.A. Psychology

MAJOR AREAS

Psychology M.A. -39 Sem. Hrs.

Beyond M.A. - 57 Sem. Hrs.

TEACHING EXPERIENCE

Harper College, Part-time, 1968-69-Psy. 101

OTHER EXPERIENCE

Psychologist-Neuro Psychiatric Hospital,
1954-55. Psychologist, 1955-67, Catholic

HONORS &
DISTINCTIONS

Charities, Chicago, Ill.; Diagnostic

Learning Center, Elk Grove, Arl. Hts.;
Psychologist, Northern Sub. Spec. Ed. Dist.
1967-69.

PERSONAL
(Age, Marital Status,
Children, Address)

[REDACTED]

RANK

Asst. Prof. \$13,000.

STEP & SALARY

RECOMMENDED BY

X Michael D. Ostrowski Department
A. King Chairman
John R. Binkley Assistant Dean
James W. ... Dean

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF Business

CANDIDATE

Daniel Danis

FIELD

Accounting - Business Law

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

University of Notre Dame, 1947, B.S.-Accounting;
DePaul University, 1950, I.D.; DePaul University, M.B.A.,
1967. Passed C.P.A. Examination, 1954.

MAJOR AREAS

Accounting - Business Law

TEACHING EXPERIENCE
(Dates of Positions)

Harper College, Part-Time, 1967-69 - Accounting
Accounting-Auto Matic Merchandise Co.-1947-48
Accounting - General Electric-Summer, 1948.
Accounting - J.W. Allen Co., 1948 to present.

OTHER EXPERIENCE

HONORS &
DISTINCTIONS

Notre Dame - Cum Laude

PERSONAL
(Age, Marital Status,
Children, Address)

[REDACTED]

RANK & SALARY

Asst. Prof., \$13,500.00

RECOMMENDED BY

Charles F. Hall Department
John R. Binkhoff Chairman
Samuel Anderson Assistant Dean
Samuel Anderson Dean

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF Business

CANDIDATE Robert G. Held
FIELD Accounting
PREPARATION Northern Ill. Univ., DeKalb, -B.S. Acctg.
1963 - 40 hrs. in Accounting
Northern Ill. Univ., DeKalb, M.S. Bus. Adm.
20 hrs. Acctg., 12 hrs. Bus. Adm.

MAJOR AREAS Accounting

TEACHING EXPERIENCE Northern Ill. Univ., 1965 to present
Teaching Elementary Acctg., Inter. Acctg.
and Cost Acctg.

OTHER EXPERIENCE Ross, Bailey & Smart, Chicago-Internship
Program - 6 months., U.S. Army Audit Agency
Chicago-1 yr.

HONORS & DISTINCTIONS Mr. Held has been in charge of the large
lecture halls at N.I.U. in Elem. Acctg.

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

RANK Instructor, \$10,700.

STEP & SALARY [REDACTED]

RECOMMENDED BY Pres M. Trunk Department
John P. Birkhoff Chairman
[Signature] Assistant Dean
[Signature] Dean

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF Business

CANDIDATE

Edward Garmathy

FIELD

Professional Baker

PREPARATION
(Degree, School,
Semester Hours in
Subject Field)

American Institute of Baking Certificate

Siebel Institute of Technology

Lambeth Cake Decorating Course

Washburne Trade School Cooking and Baking

MAJOR AREAS

Extensive extension work in management and food trade areas

TEACHING EXPERIENCE
(Dates of Positions)

OTHER EXPERIENCE

4 years supervisor - University of Illinois - Chicago Circle

5 years Plantation Baking Company - Manager

7 years Sara Lee Bakery - General Foreman

2 years operated retail shop - Chicago

Owned and operated his own shop

HONORS AND
DISTINCTIONS

PERSONAL
(Age, Marital Status,
Children, Address)

[REDACTED]

Service in WWII and Korea

RANK & SALARY

Instructor \$11,000.00 - Three Week Vacation

RECOMMENDED BY

John A. [Signature]
[Signature]

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

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF BUSINESS

CANDIDATE John Edward Januszko

FIELD Hotel and Restaurant Management

PREPARATION B. A. Michigan State University
(Degree, School,
Semester Hours in
Subject Field)

MAJOR AREAS Restaurant Management

Business

~~TEACHING EXPERIENCE~~
(Dates of Positions)

OTHER EXPERIENCE Servomation - Director Commissary and Manual Food Services

Oakland University - Manager student union food service

Oakland University - Manager residence hall food service

Michigan State University - Food Service Supervisor

Sigma Pi Eta (National Hotel and Restaurant Honorary Frat.)

HONORS AND
DISTINCTIONS

PERSONAL
(Age, Marital Status,
Children, Address)

[REDACTED]

RANK & SALARY Instructor \$13,000.00 Four Week Vacation

RECOMMENDED BY John R. Binkley J. Harry
Manager College Center Food Service

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF BUSINESS

CANDIDATE Siegfried Stober

FIELD Food Service

PREPARATION Trade School Diploma - VLM Germany 1949
(Degree, School,
Semester Hours in
Subject Field)

MAJOR AREAS

TEACHING EXPERIENCE (Dates of Positions) 10-68 Present; Food Service Industry Training
Project - Chicago

OTHER EXPERIENCE 1966-68 Restaurant Manager Carson Pirie Scott - O'Hare Airport
1963-66 Chef Saucier and Sous Chef Mid-America Club, Chicago
1960-63 Chef Saucier Le Manor, Skokie
1956-60 Chef Saucier Grosvenor House London, England
1955 Chef Hotel Plaza Spain

HONORS AND DISTINCTIONS 1951-55 Chef Saucier Hotel Monopol St. Moritz, Switz.

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

RANK & SALARY Instructor \$12,000.00 - Three Weeks Vacation

RECOMMENDED BY Chef - College Center Food Service
John R. [Signature] J. [Signature]

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF BUSINESS

CANDIDATE Suzanne Herron

FIELD Food Service Management

PREPARATION University of Minnesota BA
(Degree, School,
Semester Hours in
Subject Field)

MAJOR AREAS Food Service Management - Dietetics

Minor Business
~~TEACHING EXPERIENCE~~
(Dates of Positions)

OTHER EXPERIENCE Catering Manager, Illinois Medical Center
Cafeteria and Restaurant Manager, Illinois Bell Telephone
Headquarters

Night Food Supervisor - Stouffer Foods

HONORS AND
DISTINCTIONS

PERSONAL
(Age, Marital Status,
Children, Address)



RANK & SALARY

Instructor \$9,000.00 Three Week Vacation

RECOMMENDED BY

John R. Binkhoff J. Harry

I. SUBJECT

Opening new position of Assistant Director of Student Activities and the College Center.

II. REASONS FOR CONSIDERATION BY BOARD

New position with budget commitment

III. BACKGROUND INFORMATION

The Assistant Director would have the following responsibilities:

In the College Center the Assistant Director shall be responsible for evening supervision of the facility and programs, direct the hiring, training, and supervision of the game room employees, receptionists, and student assistants, assist in scheduling the Center's room and space reservations, advise individuals and groups using the facilities, advise College Center Board in programming activities and in the formulation of policies governing the use of the Center, and assist with the maintenance and replacement of furnishings and equipment with the appropriate college offices. He shall also assist the Director by working with students on an individual and group basis for leadership development by helping involve students other than those elected or appointed in the self-governing and programming process, and by further developing and expanding the cultural arts series, the offerings of clubs and organizations, and the social program.

The Assistant Director's salary would be paid for from the proceeds of the College Center fund made up of receipts from the games area, bookstore, food service and vending.

The qualifications for the position would be a Master's degree in student personnel, college union administration, counseling or a related area with experience in one of these areas if possible.

IV. RECOMMENDATION

It is recommended that Harper College open the position of Assistant Director of Student Activities and College Center at a starting salary of \$10,000-\$13,000 for a 12 month contract beginning July 1, 1969.

I. SUBJECT

Counseling appointment

II. REASONS FOR CONSIDERATION BY BOARD

New faculty appointment

III. BACKGROUND INFORMATION

Name - Joyce Ann Nolen (Married - no children)

Age - 30

Education - M.M.Ed. Music - Northwestern 1964
M.S.Ed. Counseling and Guidance - Northern Ill.
University, January 1969

Experience - 2 years of teaching music - elementary school
5 years of college experience as residence hall
director and counselor

Mrs. Nolen has been highly recommended. She has been interviewed by the entire counseling staff and they support her appointment.

IV. RECOMMENDATION

It is recommended that Mrs. Nolen be appointed as a counselor with the academic rank of Assistant Professor at a salary of \$11,000 for a 39 week contract.

I. SUBJECT

Appointment of Coordinator of Health Services

II. REASON FOR CONSIDERATION BY BOARD

New appointment

III. BACKGROUND INFORMATION

This position was previously opened by the board. The candidate proposed for the position is:

Name - Rita M. Gould

Age - 35

Education - R.N. - Holy Cross Central School of Nursing - 1954
B.S. - St. Mary's College, South Bend - 1955
16 additional hours of work at Wright Junior
College and Northeastern Illinois State

Experience - Psychiatric Nurse - 1 year
Office Nurse - 11 years
Customer Relations - 2 years

Miss Gould comes with high recommendations from her previous employers. She is currently in a customer relations position with a surgical equipment company and is very much interested in returning to nursing. She has agreed to take additional graduate work toward a Masters degree in counseling.

IV. RECOMMENDATION

It is recommended that we appoint Miss Gould as Coordinator of Health Services on a 12 month contract at a salary of \$9,500.

TOWERS, PERRIN, FORSTER & CROSBY, INC.

120 SOUTH LaSALLE STREET, CHICAGO, ILLINOIS 60603 (312) 346-9133

February 7, 1969

Mr. Richard Johnson
Chairman of the Board
William Rainey Harper College
Algonquin and Roselle Roads
Palatine, Illinois

Dear Mr. Johnson:

The Board of Directors of William Rainey Harper College is reasonably, and with positive foresight, attempting to assure the successful completion, implementation, and operation of its educational goals. As such, a key area is the attraction and retention of competent executive personnel to administer the day-to-day operation of the College.

Currently, the Board has employed a President, whose activities are furthering the Board's goals of establishing and operating a two-year college in Palatine. The Board wants to assure itself that the College can retain the services of the President and other key executive personnel.

Attraction and retention of college executive administrators, as the Board is well aware, is highly challenging. This is especially true today when

- there are several hundred colleges seeking top level executives,
- student and faculty unrest create enormous pressures on top college executives,
- public awareness of the nature and importance of the executive role in college administration is slowly catching up with the actual importance,
- the private sector is facing heavy demand for executive talent and is aware that the public sector is an excellent source of capable personnel.

LETTER TO Mr. Richard Johnson

SHEET NO. TWO

DATE February 7, 1969

Thus, the Board of Directors, in fulfilling its duties, is actively concerned with retaining those competent personnel already with the College and attracting and retaining other competent personnel.

Towers, Perrin, Forster & Crosby, Inc., international consultants to management, has been asked to submit this proposal outlining the way we envision assisting the College in assuring that its executive compensation program achieves the goals of the program.

* * * * *

The principal objective of this project is to develop a compensation program to attract and retain top executive talent for the College. Concurrent but sub-objectives are to:

- avoid starting a bidding situation by increasing the present salary level of the chief executive officer,
- permit application of the program, or parts of the program, to lower administration levels,
- minimize the compensation problems that an artificially low reportable compensation for top executives can create for lower level personnel.

The project is limited to the total compensation package (i. e., salary, employee benefits, and perquisites) of the President and his immediate subordinates, keeping in mind that parts also should be applicable to lower levels.

In carrying out this project, Towers, Perrin, Forster & Crosby, Inc. would follow a sequence of steps:

1. Interview the President, and perhaps other executives, to identify those facets of compensation which should be emphasized for retention purposes.
2. Develop alternative proposals to the present compensation package, detailing tax consequences encompassing:

LETTER TO Mr. Richard Johnson
SHEET NO. three
DATE February 7, 1969

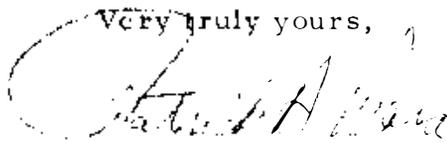
- (a) cash or deferred compensation,
 - (b) perquisites, including the furnishing of:
 - an automobile,
 - a residence,and reimbursement of certain job-related travel expenses,
 - (c) employee benefits:
 - life insurance,
 - health insurance,
 - disability income insurance,
 - retirement income.
3. Review and discuss these alternatives with the Board's Committee on Compensation and the Board itself, if desired.
 4. Detail the conclusions as to the most appropriate program in a written report to the Board.

Richard F. Penberthy and I, both Consultants in TPF/C's Chicago Consulting Office, will be responsible for the completion of this project. We estimate that it can be completed within eight to ten weeks.

TPF/C fees are a function of the actual time spent by staff members on an assignment. Out-of-pocket expenses for report preparation, telephone, etc. are additional. We estimate that fees for the project outlined here will range between \$6,000 and \$7,500.

If you have any questions on either the scope or the approach to the study, please call either of us.

Very truly yours,



Patrick A. Ward
Consultant

PAW:js

BOOZ • ALLEN & HAMILTON Inc.
Management Consultants

NEW YORK WASHINGTON CLEVELAND DETROIT
CHICAGO DALLAS LOS ANGELES SAN FRANCISCO
TORONTO LONDON DÜSSELDORF

135 SOUTH LA SALLE STREET
CHICAGO • 60603
346-1900
AREA CODE 312

March 4, 1969

Dr. Robert E. Lahti, President
William Rainey Harper College
Algonquin and Roselle Road
Palatine, Illinois 60067

Dear Dr. Lahti:

We are sorry that you were ill when we visited Harper College on February 24, and appreciate meeting with Mr. William Mann in your absence. He was most helpful in discussing how we might assist Harper College in developing extra compensation programs for its principal administrative officers.

This proposal is divided into sections covering our understanding of the present situation, our approach to the assignment and the time and costs of the work.

THE PRESENT SITUATION

William Rainey Harper College, a two-year college, was established two years ago. It has grown from an enrollment of about 2,000 students in its initial year of operation to about 4,000 students in the current year. With the anticipated completion of a major portion of the new campus this summer, enrollment is expected to reach 5,500 to 6,000 students next year.

Harper College is one of five two-year colleges to have been started recently in Illinois. Thirty-five to forty more are currently planned. Because of this rapid expansion, the need for capable, experienced administrative officers for these colleges is acute. As a result, vigorous

Dr. Robert E. Lahti
March 4, 1969
Page Two

competition for such officers is prevalent throughout the state, with considerable mobility evidenced as these officers accept new positions, frequently at increased earnings levels.

The principal administrative positions at Harper College - the President, Dean of Instruction, Dean of Students, and Dean of Business - are filled. Harper's Board of Trustees, in the face of the vigorous competition for talented administrators, sees a need to reduce the appeal of competitive offers that might be made to these four top officers by providing them with an attractive total compensation package -- one that provides incentive to remain with Harper. Although it is a public institution, depending upon locally-levied taxes, tuition, and state aid for its income, the college's Board of Trustees has the authority to determine compensation policies and levels for administrative, professional and academic personnel comprising its staff.

At present, the four principal Harper officers receive, in addition to salary, the following paid benefits: health and accident insurance, travel accident insurance, income protection insurance and life insurance coverage in an amount equal to approximately one year's salary. They participate in the state-administered retirement program. Each contributes seven percent of his salary to the program, which is matched by the state. Participation is not optional. Business expenses are reimbursed. In addition to these benefits, the President of Harper College is provided with a car for business use and a net amount of fifty dollars per month is paid into TIAA-CREF by the college on his behalf.

The Board of Trustees believes that the salaries paid to the top four officers of the college are basically competitive. Its intent is to have developed and to provide to these four officers a total compensation program that will offer:

- . Assurance that base salaries are competitive.
- . Some form of deferred compensation or other device that will "lock-in" these four officers; i.e., make them less susceptible to offers from competitive institutions.

APPROACH TO THE ASSIGNMENT

To accomplish this assignment, we propose to proceed in the following manner:

- . Current information on base salaries, extra compensation approaches, perquisites, and fringe benefits paid to top officials at two-year colleges will be developed.
 - We will utilize specific information within our firm developed through recent compensation studies of universities, four-year colleges and two-year colleges.
 - We will use the compensation data that you have, relevant primarily to two-year colleges in Illinois.
 - Current practices and ideas on extra compensation approaches and other holding devices will be obtained through interviews with a few selected comparable institutions.
- . From the information developed, we will draw comparisons of the salaries paid to Harper College's four principal officers and salaries paid by comparable institutions, to validate the Board of Trustees' thinking regarding the competitiveness of present salary levels.
- . We will draw on the firm's knowledge of top management compensation programs, which include applications of the most current extra compensation approaches.
- . We will meet with the four top officers and with at least two of the Trustees to determine their interests in each alternative approach to extra compensation.
- . In carrying on discussions with the top officers and Trustees and in developing final recommendations for extra compensation programs, we will be guided by the following factors that our experience indicates such programs, to be successful, must provide:

Dr. Robert E. Lahti
March 4, 1969
Page Four

- Sufficient flexibility in terms of alternative selections to permit the individual officer to choose the compensation package that best suits his individual needs.
- Opportunity for the Trustees, in building and managing the growing organization, to replace top officers without, if they choose, severely penalizing those officers in terms of lost deferred earnings.
- A deferral period and/or provisions that will have the desired holding effect and that will also provide sufficient short-term payouts to be attractive to Harper College's young top officer group by satisfying their needs for current and near-term income balanced against estate-building or retirement considerations.

In addition, our analysis and recommendations will recognize the possible desirability of future expansion of the extra compensation program to lower levels of the college administration.

TIME AND COSTS OF THE ASSIGNMENT

We expect to be able to begin this assignment soon after approval to proceed is received from the Board of Trustees. We feel that four to five weeks will be sufficient to complete the study and prepare and present to you our final report.

Booz, Allen & Hamilton, Inc. charges for its professional services on the basis of time devoted to the assignment by each member of the consulting team. Each officer and staff member has a standard billing rate. To these professional charges are added reimbursable expenses for such items as transportation, living expenses while traveling, communications and report production.

Dr. Robert E. Lahti
March 4, 1969
Page Five

Charges for professional services on this assignment will range from \$5,000 to \$6,000. Reimbursable expenses will be from \$500 to \$1,000, bringing the total cost of the assignment to from \$5,500 to \$7,000.

* * * * *

Please let us know if there is any additional information we can provide that will be helpful to you in reaching a decision on proceeding. We look forward to working with you on this important study.

Very truly yours,



BOOZ, ALLEN & HAMILTON Inc.

Frederick A. Teague
Vice President

eg

ERNST & ERNST

231 SOUTH LA SALLE STREET

CHICAGO, ILL. 60604

March 19, 1969

Dr. Robert E. Lahti, President
William Rainey Harper College
34 West Palatine Road
Palatine, Illinois 60067

Dear Dr. Lahti:

We appreciate the opportunity of discussing with you the interest of the Board in developing a Golden Handcuff program of benefits for top administrative executives of the College.

It is our understanding that the Board is interested in having presented to them the various alternatives from which they may select the elements judged best suited to attract, retain, and motivate qualified administrative executive personnel. The development of such elements poses a special challenge, as many of the benefit opportunities available to profit-oriented businesses, are not applicable to a non-profit, tax supported, public organization.

Our experience indicates that the present trend in executive benefits is toward the development of customized programs designed around the needs of the individual executive; this is the approach we would follow. Specifically, we would develop a presentation which would identify the elements that might be desirable and would define the advantages and disadvantages to both the College and the executives, including the tax consequences to the executives. In addition, we would suggest the method by which equitable allocation could be made among the several levels of administrative executives.

We would expect to hold several meetings with you and the Board to review and discuss the various types of benefit elements. Finally, we would submit to the Board, a written report setting forth the details of the various benefit elements.

We believe our Firm is in an especially favorable position to undertake this assignment. As one of the largest professional accounting firms in the country, we presently serve many public and service organizations, local Governments and manufacturing firms.

It is significant to note that our organization includes over 400 professional management consultants who regularly serve our clients in the specialized area of management problems. This group of consultants, known as our Management Services Division, is comprised of accountants, engineers, systems and procedures specialists, organization, personnel and compensation consultants, and marketing analysts, as well as individuals skilled in general management and financial matters.

Dr. Robert E. Lahti
William Rainey Harper College

March 19, 1969
Page No. 2

Most executives know Ernst & Ernst as one of the leading firms of Certified Public Accountants. For the past forty years, many of them have called on our Management Services Division to help them with their problems -- both small and large. The code of professional ethics covering our accounting activities is held to apply, likewise, to the consulting services rendered by our Management Services Division and we do not, therefore, advertise or solicit for its services. The volume, however, of our activities in the management consulting field probably equals, and may well exceed, that of any of the recognized national independent management engineering or consulting organizations.

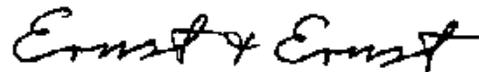
In the course of this activity, we have had considerable experience in advising executives in both public and private organizations concerning benefit programs.

While it is difficult to estimate the precise amount of time involved in an assignment as described in this letter, we estimate our fees will range between \$6,000 and \$7,000, plus cash expenses, if any.

We appreciate this opportunity to present our proposal and would welcome the opportunity of serving the College beyond the framework of our auditing capacity. If we are engaged to proceed as described herein, we estimate that we could commence work on the assignment within two weeks of the date we are notified of our appointment. We would expect that elapsed time would probably run between three and four weeks.

We look forward to the opportunity of working with you and other members of the Board on this important endeavor.

Very truly yours,

A handwritten signature in cursive script that reads "Ernst & Ernst". The signature is written in dark ink and is positioned below the typed name.

A G R E E M E N T

THIS AGREEMENT, by and between the Board of Education of Community Consolidated School District No. 54, Cook County, Illinois (hereinafter referred to as the School) and the Board of Junior College District No. 512, Counties of Cook, Kane, Lake, and McHenry, and State of Illinois (hereinafter referred to as the College),

W I T N E S S E T H :

WHEREAS, the College is the owner of eight (8) Holiday Inn Relocatable building units (hereinafter referred to as the units), and

WHEREAS, the College has determined that said units are no longer useful and necessary for College purposes, and thus wishes to sell same, and

WHEREAS, the School has determined that it would be useful and necessary for School purposes to acquire said units,

NOW, THEREFORE, IT IS HEREBY AGREED BY AND BETWEEN THE SCHOOL AND THE COLLEGE, AS FOLLOWS:

- 1.) The College agrees to sell to the School, and the School agrees to purchase from the College, said eight (8) Holiday Inn relocatable units, the purchase price to be Eighty Thousand and 00/100 Dollars (\$80,000.00), Forty Thousand and 00/100 Dollars (\$40,000.00) thereof to be paid to the College not more than thirty (30) days after the College has given notice to the School, as provided in Paragraph 4 hereof. The balance of Forty Thousand and 00/100 Dollars (\$40,000.00) shall be paid to the college no later than July 1, 1970.
- 2.) Included in the purchase price and to be included in the Bill of Sale, conveying said units, are the following items: floor rugs; front and rear stairs and porches; and a secondary electrical load distribution center.
- 3.) The College represents and warrants to the School that the College is the absolute owner of said units and items, that they are free and clear of all liens, charges, and encumbrances, and that the College has full right, power, and authority to sell same. All warranties of quality, fitness, and merchantability are hereby expressly excluded; however, the College states that it has no knowledge of defects therein. Said units and items are purchased by the School "as is".
- 4.) The College shall disconnect the utilities; remove items not attached, which are not included in this transaction; and vacate said units and notify the School thereof and that the units are ready for relocation by written notice to be received at it's Business Office, 105 Audubon Place, Hoffman Estates, Illinois, no later than August 15th, 1969. The College's performance shall thereupon be deemed

executed and complete (other than site-rejuvenation work described in the following Paragraph 5) and it shall be the responsibility and the duty of the School to make all arrangements (and pay the costs and expenses thereof and related thereto) pertaining to the moving of said units from their current location to their destination, to secure approval and permits required (if any) from officials of the municipalities and road authorities involved, and any other related matters.

5.) The College assures the School that it shall have adequate ingress and egress to and from the site as is necessary to the moving operation for a thirty day period from and after the date notice is given of the availability of the units as set forth in the preceding Paragraph 4. The College further assumes responsibility for all site-rejuvenation work required by the site owner (including but not limited to the removal of the sidewalk, if necessary, and filling and grading) provided, however, that the School shall be responsible and liable for any and all damage to the site and improvements thereon inflicted during and in connection with the moving operation, including but not limited to damage to trees and parking lot.

6.) If prior to receipt of notice described in Paragraph 4 hereof, one or more of the units are destroyed or materially damaged by fire or other casualty, by other than the act of the School or its agent(s), this agreement as to such unit or units so damaged or destroyed, at the option of the School and upon written notice to the College, shall become inoperative and the purchase price shall be reduced pro rata, each of the installments to be reduced equally.

7.) The School agrees to ~~secure~~ adequate liability insurance providing protection against bodily injury and ~~property~~ damage for the entire moving operation.

IN WITNESS WHEREOF, the Chairman and Secretary of the College, and President and Secretary of the School, have hereunto affixed their official signatures of office this _____ day of March, 1969.

BOARD OF EDUCATION OF
COMMUNITY CONSOLIDATED
SCHOOL DISTRICT NO. 54,
COOK COUNTY, ILLINOIS

BOARD OF JUNIOR COLLEGE DISTRICT
NO. 512, COUNTIES OF COOK, KANE,
LAKE, AND MCHENRY, AND STATE OF
ILLINOIS

BY:

BY:

President

Chairman

Attest:

Attest:

Secretary

Secretary

DEPARTMENT OF HEALTH, EDUCATION, AND
Office of Education

RECEIVED

APR 14 1969

BUSINESS OFFICE

MONTHLY CONSTRUCTION REPORT

A. Project Number 3-5-00009-0

State Code No. 23

Code Action E2

Numeric Date: 04/04/69
 Mo./Day/Year
 (Mo.: 01 to 12)
 (Day: 01 to 31)
 (Year: 68 to 99)

B. Applicant: WILLIAM RAINEY HARPER COLLEGE

C. Location: 1501 S. Roselle Road Palatine, Illinois

D. Description of Project: BUILDINGS OF NEW JUNIOR COLLEGE CAMPUS

E. Report No. 18 For Month of March, 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	81%	74%
% All Prime Contracts				81%	74%

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	26	Use four-lamp fluorescent fixtures in Dental Area in place of two lamp fixtures	\$3,217.00	\$12,375,915.44
74-95-01	27	Add 90 feet of 15" R.C.P. (Storm Sewer) Bldg. "A"	\$1,437.00	\$12,377,352.34

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

Site 83%

Unit A - Approximately 73% complete
Unit B - Approximately 92% complete
Unit C - Approximately 89% complete
Unit D - Approximately 60% complete
Unit E - Approximately 21% complete
Unit F - Approximately 80% complete

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

Inclement weather, particularly extreme cold, have contributed to the delays. However, with warmer weather, progress should be accelerated.

Briefly describe work being performed at time of visit. April 2, 1969

Glazing in A & D
Exterior masonry on A, D and F
Interior masonry in A and F
Plastering in C and B and A
Mechanical and Electrical work in all buildings
Setting door frames, partitions, lathing, dry wall, window frames, glazing in all buildings
Forming concrete beams and columns on D and E
Commonwealth Edison Company working on primary electrical service installation. "A" Unit completed.

04/04/69

Date


Signature of architect or architect's representative preparing report

This form is to be completed in original and two copies. The original and one copy shall be forwarded to the OE District Engineer.

additional space is required to complete information or to furnish comments, attach additional sheets.

McKee - Berger - Mansueto Inc.

Construction Consultants

Engineers

300 W. WASHINGTON STREET

CHICAGO, ILLINOIS 60606

FINANCIAL 6-7030

CABLE: COSCONSULT, CHICAGO

April 25, 1969

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

Subject: Harper College
Palatine, Illinois
16th CPM Monitor dated April 16, 1969

Dear Mr. Mueller:

Enclosed is CPM Monitor No. 16 consisting of the updated network diagrams and computer printouts.

The extra effort that Corbetta Construction Company has requested from all contractors, through the weekly job meetings, in manning and programming their operations and the cooperation being afforded has increased productivity for this period of construction.

As was reported in the last Monitor, the computer printout reported Building "A" to be sixty-eight (68) working days behind schedule. The printout for this Monitor reports Building "A" to be sixty-one (61) working days behind schedule, a pick up of seven (7) working days during this twenty working day period. This increase in productivity and progress has also shown up in Buildings "B", "C", "D" and "F" as follows:

Building "B" from -16 working days to + 4
Building "C" from + 1 working days to + 4
Building "D" from -73 working days to -61
Building "F" from -52 working days to -34
Building "E" from -25 working days to -67

(Only Building "E" has fallen further behind schedule, as the major effort has been directed to the other buildings.)

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

Continuance of this type cooperation and initiative by each contractor in working concurrently on all phases of their operations will definitely bring this project nearer to the scheduled completion date.

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. 16

APRIL 16, 1969

BUILDING "A"

The critical path for this Monitor extends through the electrical, ceiling systems, plastering, interior partitions and setting and finalizing of all equipment. Until these activities are basically completed, the finish work will be delayed and, therefore, the Building Punch List cannot begin to any substantial degree.

BUILDING "B"

On schedule and the Building Punch List item should be started at this time.

BUILDING "C"

On schedule, but attention must be given to the placing of all plumbing and electrical fixtures, beginning of finishing work and the Building Punch List.

BUILDING "D"

This building needs attention as Corbetta has stated and as all contractors are aware of. The critical path extends through the general contractors's responsibilities, all mechanical, electrical, architectural and finish work for the east wing and center core area.

Stair completion, floor and wall finishes, distribution duct and fixtures are critical in the west wing. Due to the fact that Building "D" is -61 working days behind means all areas and all activities need to be expedited with concentrated effort.

BUILDING "E"

Building "E" is behind schedule by the general contractor's choice. However, the -67 working day deficit has now got to be incorporated into the overall construction demands that are required by the other buildings for completion of unit "E".

BUILDING "F"

Progress has increased in this unit, however, areas of criticality are fixtures (electrical and plumbing), interior partitions, completion of mechanical work, finish work and Building Punch List.

MEMO

TO: Dean Mann

April 24, 1969

FROM: R. J. Hughes

SUBJECT: CPM MONITOR - REPORT NO. 16

Bldg. "A"

61 days behind schedule - (gain - 7 days)

Critical Path

Elec. ceiling systems, plastering, partitions,
equipment setting, elevators.

Bldg. "B"

On schedule - (gain - 16 days)

Set up punch list

Bldg. "C"

On schedule - (loss - 1 day)

Attention must be given to placement of plumbing, electric
fixtures, and interior partitions, interior finish.

Set up building punch list.

Bldg. "D"

61 days behind schedule - (gain - 12 days)

Critical Path

East and center wings. For all activities in mechanical,
electrical, architectural and finish work.

West Wing - 47 days behind schedule. Critical path ex-
tends through all finish activities.

Bldg. "E"

67 days behind schedule - (loss - 42 days)

Critical Path

Structural and consequently by all mechanical installation.

Bldg. "F"

34 days behind schedule - (gain - 18 days)

Critical Path

Electrical fixtures, all interior partitions, all flexible connections and finish activities, inside millwork, doors, hardware.

Bldgs.	C, B, and F	Moving well
	D, E, and F	Will lag behind
	A	Finish activity

The above information was developed in a discussion with Mr. Munson, the MBM representative on our project. The official Monitor will not be available until Friday, April 25. The information contained in this report is basically the same as that which will be presented in the MBM cover letter.

R. J. Hughes

RJH:dm

Copy to Mrs. Mann
4/18/69

A. J. Hughes

CORBETTA
ONSTRUCTION
OMPANY OF ILLINOIS, INC.

312 - 775-5475
312 - 827-1159
ZIP CODE 60016

875 EAST RAND ROAD DES PLAINES, ILLINOIS

April 17, 1969

Minutes of the Meeting
Wm. Rainey Harper College
April 16, 1969

Representatives present:

J. Donnino	Corbetta Construction Company
R. Mueller	Corbetta Construction Company
J. Manusos	Corbetta Construction Company
D. Lipkie	Corbetta Construction Company
J. Brown	Corbetta Construction Company
A. Saadi	Corbetta Construction Company
E. Tymura	Fridstein, Fitch & Partners
W. Jarvis	Fridstein, Fitch & Partners
D. Munson	McKee, Berger, Mansueto
E. Eck	Illinois Range Company
R. Sobieski	Reliable Sheet Metal Works, Inc.
R. Halvorsen	Reliable Sheet Metal Works, Inc.
T. Cushna	H. S. Kaiser Company
J. Steyer	H. S. Kaiser Company
J. Bilek	H. S. Kaiser Company
T. Ahearn	Comstock-Gibson Electric Company
L. Bruchausser	Comstock-Gibson Electric Company
M. Wade	Arrow Road Construction
G. Brizzolara	PPG Industries
D. Mussay	PPG Industries
L. Ruhl	N. H. McLennan
J. Kleich	Kleich & Galanis
W. Galanis	Kleich & Galanis
F. Prieve	E. W. Olson Company
K. Tillman	Tillman Lathing Company
H. Stoltie	Classic Tile Company
D. Ferrigan	Wm. Zeigler & Son, Inc.
H. Mampe	Wm. Zeigler & Son, Inc.
R. Garcea	Kjellberg Plastering Company
E. Bronk	Crescent (Ceco)
F. New	Ruffalo Decorating Company
R. Gilich	Ceisel & McGuire

Meeting was called to order at 9:30 a.m.

Minutes of the last meeting were approved as submitted.



Minutes of the Meeting
Wm. Rainey Harper College
April 16, 1969

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The Day Brite ceiling installation delayed the plasterer in starting in "A" Building on Monday, April 14, 1969. The plasterer started April 16, 1969.

E. W. Olson completed roof in Building "A".

N. H. McLennan to start April 16, 1969 in Building "A" ("K"Section) 2nd floor.

Wm. Zeigler & Son has not completed opening the drains in Building "A". Dave Ferrigan will look into this April 16, 1969. This has gone on for some time and it is expected that this problem will be resolved the week of April 14.

Polyester flooring has started in Building "A" (bakery and kitchen).

Partial millwork was delivered April 15, 1969 for Buildings "B" and "C".

H. S. Kaiser has not moved the fin tubes as discussed in the April 9, 1969 meeting. They will do this immediately.

Ruffalo Decorating is scheduled to start ceiling of "C" and will be finished here on April 18, 1969.

Accurate Partitions has the necessary dimensions and will be here in about three weeks, or approximately May 7, 1969 (Building "C").

Frank Daly, E. W. Olson Company, is to be on the job site to meet with Corbetta regarding roof leaks on April 17, 1969 at 8:00 a.m.

Comstock-Gibson will be finished with the 3rd floor of "F" Building on April 16, 1969.

Drywall on the north bays between columns 3 and 5, 3rd floor of Building "F", can begin.

Partial millwork came in for "F" Building and this work will begin week of April 21, 1969.

E. Tymura advised that if Daily Reports of Subcontractors are not submitted on a regular daily basis, future payment requests may be held up also. Some of the trades are not submitting these daily.

PPG Industries is moving back into Building "A" April 16, 1969. J. Donnino asked that they complete interior glazing on "B", "C" and "F" Buildings prior to April 22, 1969. This may necessitate more men working there.

The lather advised they are being held up by other trades (mainly the electrician) in Building "A", 2nd floor. T. Ahearn advised Comstock-Gibson has 35 men on the job. He can't throw 10 or 12 men on the 2nd floor of "A". Comstock-Gibson will not hire more men, per T. Ahearn. E. Tymura says they must get more men, if needed. The lights in Building "A" require extra time. Comstock-Gibson (L. Bruchausser) advised they pulled more men out of "C" Building and they should be in Building "A" now. This will be discussed after today's meeting.

Minutes of the Meeting
Wm. Rainey Harper College
April 16, 1969

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In the minutes of the March 26, 1969 meeting, R. Mueller advised that foremen of all crafts should present problems or potential problems to M.B.M. and Corbetta on Tuesday mornings prior to the Wednesday meetings. The trades have not been doing this, therefore, a schedule is set up by Corbetta and M.B.M.

E. Eck, Illinois Range Company, said the oven for the bakery is scheduled for delivery on April 27, 1969. First delivery of kitchen equipment will be the week of April 28, 1969.

R. Mueller asked Illinois Range Company for a delivery schedule, as previously discussed.

E. Tymura made reference to his previous statement (see minutes of March 19, 1969 meeting) that the College needs the 2nd and 3rd floors of Building "A", Section "K", for installation of computers prior to August 1 registration date. He asked that we concentrate on this.

H. S. Kaiser is to clean up debris and sweep out boiler room so that it can be painted by Ruffalo Decorating.

F. New, Ruffalo Decorating, assured Comstock-Gibson that they will protect the fixtures in Building "B".

Schedule dates for "D" Building will be discussed.

Kleisch & Galanis dry wall is resolved. Corbetta did not meet their commitments. Kleisch & Galanis started two bays in Building "F" April 15, 1969. They advised they have no place to anchor tracks.

Comstock-Gibson is hanging fixtures April 17, 1969 on 2nd floor of "F" Building.

E. Tymura asked Wm. Zeigler & Son about the sanitary sewer break. D. Ferrigan will look into this. E. Tymura stated these sanitary lines have to be approved.

Arrow Road Construction is to start paving April 21, 1969. Then we will start black dirt and trees. Finish coat will go on parking lot. E. Tymura stated this must be approved by Fridstein, Fitch & Partners.

D. Lipkie is to set up a schedule for trades to follow prior to sidewalks being put in.

E. Tymura asked that Corbetta check on Moore's Landscaping schedule.

Tillman Lathing read their letter dated April 14, 1969 to Corbetta regarding unusual conditions attendant to their job progress. R. Mueller replied that Corbetta has given them direction to proceed and if their work has to come down Corbetta will be responsible, providing it is not the result of mechanical results of their work.

Minutes of the Meeting
Wm. Rainey Harper College
April 16, 1969

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BUILDING "A"

Glazer to be complete by April 17, 1969.

Lather to be complete with 2nd floor by April 28, 1969. Third floor to be complete by May 2, 1969. High area to be complete by May 2, 1969.

Plasterer to complete first floor by April 26, 1969. Building to be complete May 9, 1969.

Polyester flooring in bakery and kitchen of first floor to be complete by April 22, 1969.

Illinois Range bakery equipment to be delivered April 21 and kitchen equipment April 28, 1969 without fail.

Acoustic, 2nd floor "K" Section started April 16, 1969.

Strnad rails started April 14, 1969, to be complete week of April 21, 1969.

Ceramic tile, first floor toilets, start week of April 21, 1969.

Accurate Partitions, toilet partition, May 8, 1969.

Kleich & Galanis soffits, on schedule. Waiting on N.H. McLennan.

Corbetta Construction Company wood block millwork start delivery week of May 19 and complete May 31, 1969.

BUILDING "B"

Taping completed.

Painting progressing - B addition April 18, 1969.

Permanent power is on.

Electrician is continuing fixtures.

Millwork week of April 21, 1969.

Toilet fixtures are being work on and to be complete week of April 21, 1969.

The boiler room has to be cleaned. This will have to be coordinated with H. S. Kaiser so the boiler room can be painted.

Interior glass to be installed April 22, 1969.

Minutes of the Meeting
Wm. Rainey Harper College
April 16, 1969

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BUILDING "C"

Ceramic (Classic Tile) walls complete, floor material not delivered (week of April 21, 1969). Scheduled to be complete April 22, 1969.

Drywall (Kleich & Galanis) on schedule.

Acoustic (N. H. McLennan) lath. complete April 16, 1969.

Plasterer (Kjellberg) necessary.

Painter (Ruffalo Decorating) 2nd floor ceiling.

Corbetta millwork week of April 21, 1969. Blocking April 18, 1969. Kister delivery behind schedule.

Fixtures, accessories (Zeigler & Corbetta) week of April 28, 1969.

Convactor covers (H. S. Kaiser) week of April 21, 1969.

Electrician's fixtures (Comstock-Gibson) week of April 28, 1969.

Resilient tile (Biltrite) week of May 3, 1969.

BUILDING "D"

Corbetta to finish last two beams, lower roof, April 16, 1969 (center). Precast center - tees - April 17, 1969. Precast roof plank (2 lower slabs) slab 1st floor 25-26 pour week of April 21 and 11-13 pour week of April 21.

W. Wing:

Topping is completed.

Masonry complete interior April 18, 1969.

Framing stairs completed April 18, masonry completed April 25, 1969.

Ventilating, 1st floor, completed. Heating complete April 18, 1969. 2nd floor complete April 25, 1969.

Lather, 1st floor, start April 21, 1969. 2nd floor, start May 1, 1969.

E. Wing:

Masonry, exterior completed.

Topping to be complete April 25. (elect.) (heating) (plumbing) rough-in may delay Corbetta, will bulkhead.

Heat, mechanical rooms to be complete May 8, 1969.

Glazing, April 23, 1969.

Ventilating comp. 1st floor May 20, 1969 and 2nd floor May 22, 1969.

Minutes of the Meeting
Wm. Rainey Harper College
April 16, 1969

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BUILDING "D" (Cont'd)

Center:

Exterior masonry to be completed May 8, 1969.

Ceco frames week of April 21, 1969 (necessity).

Ventilating, 1st floor, May 20, 1969.

Cooling tower, week of April 28, 1969 (H. S. Kaiser).

BUILDING "F"

Corbetta: coordinate fastening studs to DayBrite ceiling (Kleich & Galanis) (Comstock-Gibson). Start April 16, 1969.

Ceramic walls, 50% floor material to be delivered April 16. Completed April 23.

Drywall (Kleich & Galanis) board on 3rd floor, still no, foreman to coordinate the work, finish drywall 2nd and 3rd floors April 25 and 1st floor April 30.

Ventilating, connections to Daybrite to continue.

Cresent, convector covers.

Corbetta, millwork delivery week of April 21 and April 28, 1969.

Painter week of April 28, 1969.

Plumbing fixtures week of May 20, 1969.

Accessories week of May 20, 1969.

Resilient tile week of May 15, 1969.

Electrician (Daybrite) 2nd floor start April 16, 1969. Fixtures May 8, 1969.

SITE WORK

Arrow Road: North parking lot.

Skoglund: Sidewalks "F" (southwest corner next week).

Triad: Retaining walls.

Corbetta: head walls at lake are started. Bridge at lake.

Reimer: back fill at "F".

FUTURE MEETINGS WILL BE EVERY TWO WEEKS. E. TYMURA DOES NOT THINK THIS WILL WORK OUT. J. DONNINO ADVISED WE WILL GO BACK TO WEEKLY MEETINGS IF NECESSARY.

NEXT MEETING WILL BE APRIL 30, 1969 at 9:30 A.M.

FOR BOARD ACTIONI. SUBJECT:

Recommendation for the awarding of order for 104 L-typing stations for classrooms.

II. REASON FOR CONSIDERATION BY BOARD:

In accordance with Board purchasing policy expenditures over \$5,000.00 must have Board approval.

III. INFORMATION:

Our original bid request for moveable furniture for the permanent campus contained 80 typing stations. (Item #45 in "F" building specification of bid request.) The item specified was not bid but six companies bid alternates. For your information these bids are tabulated below.

<u>BIDDER</u>	<u>EACH</u>	<u>TOTAL</u>
Bedard Morency	\$165.25	\$13,220.00
C.A.S. Interiors	165.00	13,200.00
Contract Interiors	165.00	13,200.00
Mid America Seating	107.00	8,560.00
Office Services	162.00	12,960.00
I. P. Reiger	165.00	13,200.00
Allied School Equipment	N/B	N/B

The specified was not bid and the alternates were much higher in price than our estimate for this particular item. No award was made and the item was rebid. On this second bid request two different possibilities were specified to the bidders. The results are listed on the following page.

III. INFORMATION: (continued)

<u>BIDDER</u>	<u>SPEC. 1</u>	<u>SPEC. 1A</u>
American Seating	N/B	N/B
Virco	N/B	N/B
Prairie State	N/B	\$61.65 ea. - \$6,411.60 (Alt.)
Bedard Morency	\$163.50 ea. - \$17,004.00	N/B
Office Services	162.00 ea. - 16,848.00	N/B
Peabody Seating	N/B	N/B

The cost for the station under Spec. 1 was too far above the price we felt it was practical to pay for a typing station and the alternate bid under Spec. 1A, we felt, was not up to our minimum requirements. Again, we were unable to make an award.

To again go out for bid and meet the various requirements of HEW would require at least another month which could mean that the units would not arrive in time for our Fall opening.

It was our opinion that the best interest of Harper College would be served by doing the following:

1. Purchase 70 of the L typing stations against our VEA grant which has approved these for 100% reimbursement.
2. Purchase 34 of the L typing stations from Harper funds directly.
3. Negotiate a price for the item as specified in our first bid request and again specified in our second bid request under Spec. 1A.

The negotiable price we obtained was \$66.50 each for a total cost of \$6,916.00. Of this figure \$4,655.00 would be reimbursed under the VEA grant and \$2,261.00 would be paid for from Harper funds.

IV. RECOMMENDATION:

The Administration recommends that the awards for 104 L typing stations be made to Allied School Equipment, Incorporated for a total amount of \$6,916.00

FOR BOARD ACTIONI. SUBJECT:

Recommendation for the awarding of bid for library shelving.

II. REASON FOR CONSIDERATION BY BOARD:

In accordance with Board purchasing policy expenditures over \$5,000.00 must have Board approval.

III. INFORMATION:

Six bids were received and they are tabulated below:

<u>BIDDER</u>	<u>AMOUNT</u>
Royal Metal	\$25,853.79
Carroll Seating	23,585.00
Rem. Rand Library Bureau	19,610.45
Estey Corporation	22,985.00
Johnson Equipment	24,790.00
Prairie State Equipment	28,926.17
Aetna Steel	23,982.00

IV. RECOMMENDATION:

The Administration recommends that the award be made to Remington Rand, Library Bureau for a total of \$19,610.45. This figure includes delivery and installation charges.

FOR BOARD ACTIONI. SUBJECT:

Recommendation for the awarding of the bid for office furniture for buildings "D" and "F".

II. REASON FOR CONSIDERATION BY THE BOARD:

In accordance with Board purchasing policy expenditures over \$5,000.00 must have Board approval.

III. INFORMATION:

Sixteen requests for bid were sent our and eight bids were received. The results are tabulated below.

<u>BIDDER</u>	<u>AMOUNT</u>
Bedard Morency	\$38,000.00
Contract Interiors	38,225.00
Office Services	36,424.00
Office Equipment	37,707.50
C.A.S. Interiors	37,879.43
D & L Office Equipment	37,058.04
Gilbert Force Company	6,573.50 (partial bid)

IV. RECOMMENDATION:

The Administration recommends that the award be made to Office Services for a total of \$36,424.00. This figure includes delivery and installation charges.

FOR BOARD ACTIONI. SUBJECT:

Recommendation for the awarding of the bid for office furniture for building "A".

II. REASON FOR CONSIDERATION BY THE BOARD:

In accordance with Board purchasing policy expenditures over \$5,000.00 must have Board approval.

III. INFORMATION:

Sixteen requests for bid were sent out and eight bids were received. The results are tabulated below.

<u>BIDDER</u>	<u>AMOUNT</u>
Bedard Morency	\$92,519.12
Simmons Company	N/B
Contract Interiors	94,272.00
Office Services	92,053.00
Office Equipment	94,816.62
G. A. Force Company	15,987.45 (partial)
C. A. S. Interiors	95,250.88
D & L Office Equipment	94,361.35

IV. RECOMMENDATION:

The Administration recommends that the award be made to Office Services for a total of \$92,053.00. This figure includes delivery and installation charges.



Handwritten scribbles in the top left corner.

APR 22 1969
President

MEMORANDUM

April 22, 1969

TO: Dr. Lahti

FROM: Dr. Andeen

SUBJECT: Payment of Tuition Fees at a Private University

Enclosed is a statement from Mr. Stephen T. Franklin regarding the second half of a course in comparative religions which he has taken at the University of Chicago. Last month the Board approved the costs of tuition for the first half of the course. I would recommend that approval be given for tuition reimbursement for the second half of the course.

GKA/js
Attachments

April 14, 1969

Board of Trustees
William Rainey Harper College
Algonquin and Roselle Roads
Palatine, Illinois

Gentlemen:

During the second board meeting of March, 1969, I asked for and received tuition remission for the first quarter of a two term sequence at the University of Chicago. Since that time, I have completed the second and final quarter of the sequence in The History of Religions. I am asking for a tuition remission of \$198.00 to cover my costs for this second quarter's tuition.

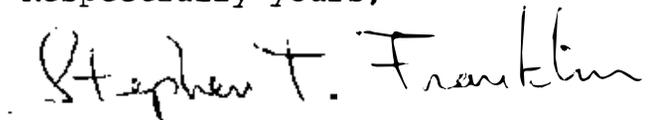
I would remind the Board of the following facts:

1. This course is not available at any other University in the Chicago area. The supporting evidence for this was attached to my application for a tuition refund for the first quarter's work.
2. I took this work at the University of Chicago in direct preparation for teaching a course at Harper College called, PHI: Religions of the World. This is a new course which will be offered for the first time this Fall at Harper College. I will be teaching it.
3. As mentioned above, the course for which I am requesting repayment is the second half of a two term sequence. Therefore, this is the last course in the foreseeable future for which I will be requesting a full tuition remission.

April 14, 1969
Board of Trustees, Harper College
Page 2

4. The total cost of one course at the University of Chicago is \$290.00. I am asking for \$198.00 because I received scholarship aid of \$92.00 from the University of Chicago.

Respectfully yours,

A handwritten signature in cursive script that reads "Stephen T. Franklin". The signature is written in dark ink and is positioned above the typed name.

Stephen T. Franklin
Instructor of Philosophy

MEMORANDUM

April 22, 1969

TO: Dr. Lahti

FROM: Dr. Andeen *K.A.*

SUBJECT: Faculty Promotions

A review committee has carefully studied the petitions submitted by four members of the faculty:

Mr. Ronald Stewart, requested promotion from Instructor to Assistant Professor; Mr. Michael Ostrowski, from Assistant Professor to Associate Professor; Mr. William Foust, from Assistant Professor to Associate Professor; and Mr. Frank Oliver, to consider a review of his original placement at the rank of Instructor.

The committee was composed of representatives from the group involved in the original evaluation of faculty for promotions:

Mrs. Rose Trunk, Chairman of the Faculty Promotion Committee; Mr. John Birkholz, representing the Division Chairmen; Dr. James Harvey, representing the College Deans; and Dr. Kenneth Andeen, Dean of Instruction.

Representatives from each candidate's division were invited by the committee to inform and clarify for the committee any areas of concern.

After careful review the committee unanimously makes the following recommendations:

1. That it is not within it's jurisdiction to consider changes to be made in initial appointments. It would, however, recommend that no consideration be given for a change in rank until one is eligible for promotion. Therefore, the request of Mr. Oliver was not considered.

Dr. Lahti
Page Two
April 22, 1969

2. That no other promotions be granted from the rank of Assistant Professor to Associate Professor at this time. Mr. Foust and Mr. Ostrowski are eligible to apply for promotion next year.
3. That Mr. Stewart be promoted from Instructor to Assistant Professor.
 - a. During the review it was found that some divisions were more demanding in their application of the criteria for promotion from Instructor to Assistant Professor than others. This was true in the case of Mr. Stewart.
 - b. When Mr. Stewart's situation was reviewed by the Deans when promotions were under consideration there was a misunderstanding that he was to be promoted from the rank of Assistant Professor to Associate Professor rather than from Instructor to Assistant Professor. Therefore, more severe criteria were used. Upon review there is unanimous agreement that he should be promoted from Instructor to Assistant Professor.

GKA/js

RECEIVED
APR 23 1969
Office of the President

MEMORANDUM

April 24, 1969

To: Dr. Lahti
From: Larry Collister
Re: Caps and gowns for Board of Trustees and others

Enclosed are several forms on which, if the Board chooses to be gowned for commencement, they may report pertinent data.

Height, weight, and hat size are needed. The tape measure gives hat size directly.

Please ask them to note the form calls for the institution granting their degree, not "Harper College" (the form wording is vague).

It would be simplest to return the forms to me.

There are people on the non-academic part of the staff who hold degrees but who might wish to participate. I am thinking of the superintendent of buildings and grounds, the bookstore manager, and people in this category. We need your reaction to this, and specific direction on how the academic costume rental cost is to be paid, if we proceed in that direction.

The results of our survey on high school commencement procedures seem to show that most high school faculties are not gowned for commencement; at Maine South, a representative group (perhaps 50) are gowned, being supplied gratis by the firm supplying gowns for the graduating class of perhaps 600 members.

The following high schools report that the board pays rental costs: Roosevelt and Lane Tech in Chicago, and Wheeling.

One person reports that Glenbrook's costs are paid by the board, another reports the contrary.

North Park College Board pays the gown rental, as does Joliet Junior College, but Triton on the other hand, has its faculty pay rental.