

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

AGENDA

August 13, 1970

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
- IV. Approval of Disbursements
 - A. Construction Payouts
 - B. Bills Payable
 - C. Payroll - July 15 - July 31, 1970
 - D. Estimated Payroll - August 1 to September 30, 1970
- V. Communications
- VI. New Business
 - A. Recommendation: Staffing - 1. Instructional EXHIBIT A 1
2. Administrative EXHIBIT A 2
 - B. Recommendation: Adoption of Budget EXHIBIT B
 - C. Recommendation: Bid for Rubbish Compactor EXHIBIT C
 - D. Recommendation: Community Counseling Center - EXHIBIT D
Fee Schedule
 - E. Report & Discussion: Population Projection EXHIBIT E
 - F. Recommendation: Cooperative Agreement with District 214 EXHIBIT F
(to be hand carried)
 - G. Discussion: Possible Action - - Algonquin Road Improvements EXHIBIT G
by State of Illinois
 - H. Recommendation: Revision of Non-Academic Group Insurance EXHIBIT H
 - I. Resolution: Commendation to Mrs. George Overton for EXHIBIT I
W. R. Harper contributions
 - J. Report & Discussion: Salt Creek Water Shed Plan
 - K. Other
- VII. President's Report
- VIII. Adjournment

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

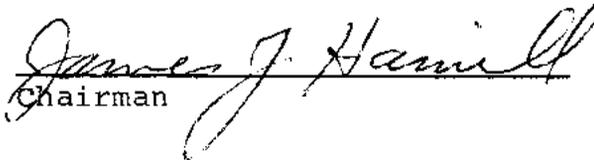
Minutes of the Regular Board Meeting of Thursday, August 13, 1970

CALL TO ORDER: Chairman Hamill called to order the regular meeting of the Board of Trustees of Junior College District No. 512 at 9:20 p.m., on August 13, 1970, in the Board Room of the Administration Building, Algonquin and Roselle Roads, Palatine.

Present: Members John Haas, James Hamill and
Jessalyn Nicklas

Absent: Members Milton Hansen, Richard Johnson,
Joseph Morton and Lawrence Moats

It was determined there was not a quorum of the Board present, and Member Haas moved and Member Nicklas seconded the motion that the meeting be adjourned to Monday, August 17, 1970, at 8:00 p.m., in the Board Room of the Administration Building, Algonquin and Roselle Roads, Palatine. Motion unanimous.


Chairman

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

AGENDA

August 17, 1970

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(to be hand carried)
 - G. Discussion: Possible Action - Algonquin Road Improvements EXHIBIT G
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 - I. Resolution: Commendation to Mrs. George Overton for EXHIBIT I
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- VIII. Adjournment

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: James J. Hamill, Chairman
SUBJECT: Adjourned Board Meeting
DATE: August 14, 1970

This is to notify you that the meeting of August 13, 1970,
was adjourned to meet on August 17, 1970 at 8:00 p.m.

• in Board Rooms A, B and C at Harper College.

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

Minutes of the Adjourned Board Meeting of Monday, August 17, 1970

CALL TO ORDER: Chairman Hamill called to order the adjourned meeting of the Board of Trustees of Junior College District No. 512 at 8:07 p.m., on August 17, 1970, in the Board Room of the Administration Building, Algonquin and Roselle Roads, Palatine.

In the absence of Secretary Moats, Member Johnson nominated Member Haas as Secretary Pro Tempore. Member Nicklas seconded the motion. Motion unanimous.

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

Also present: Robert E. Lahti, Robert Cormack, Ray DePalma, Guerin Fischer, David Groth, Robert Hughes, L. King, Jack Lucas, W.J.Mann, D.M.Misic, William R. Punkay, Gary Rankin, W.E.Von Mayr, and Lloyd Wilkes--Harper College; Tom Wellman--Paddock Publications; and Mr. and Mrs. Robert Wilson and L.E.Hutchings.

MINUTES: Member Nicklas moved and Member Haas seconded the motion that the minutes of the regular Board meeting of July 9, 1970, be approved.

Member Nicklas called attention to the last paragraph on page 1 of the minutes, where in the last sentence the word "Board" had been omitted after "Illinois Junior College." With this addition, the motion to approve the minutes was unanimous.

Member Johnson moved and Member Nicklas seconded the motion to approve the minutes of July 30, 1970, special Board meeting as distributed.

Member Morton called attention to page 4, second paragraph, last sentence, and stated Patrick C. Lewis should correctly read C. Patrick Lewis. With this correction, the motion to approve the minutes was unanimous.

Member Haas moved and Member Johnson seconded the motion to approve the minutes of the regular Board meeting of August 13, 1970 as distributed. Motion unanimously approved.

DISBURSEMENTS:

Mr. Mann stated there were no construction payouts.

Bills Payable

Mr. Mann explained that a supplemental bill in the Educational Fund had been added.

Member Haas moved and Member Nicklas seconded the motion to approve the bills payable as of August 13, 1970, as follows:

| | |
|----------------------------|---------------------|
| Educational Fund | \$120,781.22 |
| Building Fund | 73,600.50 |
| Site and Construction Fund | 69,799.35 |
| Auxiliary Fund | 21,479.78 |
| Total | <u>\$285,660.85</u> |

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Johnson, Morton and Nicklas

Nays: None

Member Haas moved and Member Nicklas seconded the motion to approve the supplemental bill in the Educational Fund in the amount of \$1,331.24.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Johnson, Morton and Nicklas

Nays: None

Payrolls

Member Johnson moved and Member Nicklas seconded the motion that the following payrolls be approved: payroll of July 15, 1970, in the amount of \$181,483.59; payroll of July 31, 1970, in the amount of \$178,417.33; and the estimated payroll of August 1, 1970, to September 30, 1970, in the amount of \$775,000.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Johnson, Morton and Nicklas

Nays: None

COMMUNICATIONS:

Dr. Lahti reported North Central had officially received the Status Study of the college and had informed him the official examining date would be between November 1 and January 30.

COMMUNICATIONS:
(Cont.)

Member Nicklas reported that the group from the state colleges had met and as individuals did introduce the articles of incorporation of the new association for colleges. She stated committees had been assigned, and the committees consisted of By-laws, Legislation, Budget and Services Development, and Regional Service Meetings.

Member Johnson announced the AGB would be meeting in St. Louis on October 6th and 7th.

NEW BUSINESS:
Staffing

Larry King discussed the background and qualifications of Mr. Paul Moore for the position of Coordinator in the Law Enforcement Program.

After discussion, Member Morton moved employment of Mr. Paul Moore as Coordinator of the Law Enforcement Program, rank of Instructor, at a salary of \$13,000.00 for 39 weeks, for the 1970-71 academic year, effective September 8, 1970. Member Haas seconded the motion.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Johnson, Morton
and Nicklas

Nays: None

Dr. Robert Cormack presented five candidates for positions within the Associate Degree Nursing Program. Mr. DePalma discussed the expansion in the Nursing Program, and reported on the background and qualifications of the candidates being presented.

Member Johnson moved and Member Morton seconded the motion for the employment of the following persons in the Nursing Program:

Mrs. Sharon N. McDonnell, rank of Instructor, for the 1970-71 academic year, at a salary of \$9,500.00 for 39 weeks, effective September 8, 1970;

Mrs. Jean H. Genster, rank of Instructor, for the 1970-71 academic year, at a salary of \$10,145.00 for 39 weeks, effective September 8, 1970;

Miss Jeannette M. Halle, rank of Assistant Professor, for the 1970-71 academic year, salary of \$12,500.00 for 39 weeks, effective September 8, 1970;

NEW BUSINESS:
Staffing
(cont.)

Mrs. Charlotte Rappsilber, rank of Instructor, for the 1970-71 academic year, at a salary of \$10,500.00 for 39 weeks, effective September 8, 1970;

Mrs. Cynthia Given, rank of Instructor, for the 1970-71 academic year, at a salary of \$10,500.00 for 39 weeks, effective September 8, 1970.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Johnson, Morton
and Nicklas

Nays: None

Dr. Fischer discussed the background and qualifications of the candidate for the position of College Nurse, a replacement needed because of the resignation of the 1969-70 nurse. He pointed out this was an administrative position. Dr. Fischer stated Mrs. Elizabeth McKay was the unanimous choice of the three evaluators, and stated her counseling and guidance skills are assets needed in the role of a community college nurse.

Member Johnson questioned the function of the college nurse. He stated he thought that a year ago they had agreed to look at it in terms of nursing experience, and he expressed concern on lack of nursing experience in the case of emergencies on the campus. Member Hamill agreed with him. Member Johnson stated he felt they were disagreeing on job specifications rather than on the individual. He stated he thought the job specs were wrong. Member Haas pointed out that a person with Mrs. McKay's qualifications was needed on the college staff; that fundamentally the college nurse was an administrator and had many duties to perform that would not be related to the emergency situation.

After further discussion, Member Morton moved and Member Haas seconded the motion to approve the employment of Mrs. Elizabeth McKay, rank of Instructor, at a salary of \$10,000.00 for 10 months, effective August 17 through June 11, 1971.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Morton and Nicklas

Nays: Members Hamill and Johnson

NEW BUSINESS:

Adoption of Budget

Chairman Hamill stated, on the advice of the Board Attorney, that the adoption of the budget would be post-poned to the next regular meeting of the Board of Trustees.

Bid for Rubbish
Compactor

Mr. Mann discussed the problem the college had been having with garbage disposal; essentially the rubbish burner was worn out and had become a most inefficient hand-fed operation. He referred to Exhibit C--recommendation for the adoption and implementation of a rubbish control system and informed the Board Mr. Hughes had done a detailed study on rubbish removal. Mr. Hughes discussed the operation of the two recommended compactors. Mr. Mann explained that, since the postponement of the regular board meeting, bids had come in on the compactors. Mr. Misic discussed the bids, stating the college had received two bids covering two compactors--one for Building A and one for Building F. He stated Barrington Trucking had bid \$19,315.00--with an alternate bid of \$16,685.00, and Wayne Disposal had bid \$14,495.00. Mr. Hughes reported the only difference in the equipment was two different methods of loading the container on the truck.

Member Johnson moved and Member Haas seconded the motion to approve the administration's recommendation for acceptance of the bid of Wayne Disposal for two compactors at \$14,495.00, as specified.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Johnson, Morton
and Nicklas

Nays: None

Community Counsel-
ing Center--Fee
Schedule

Dr. Lahti reported the administration was recommending the Community Counseling Center Fee Schedule presented in Exhibit D, stating the recommendation was in line with informal direction received from the Board. Dr. Fischer discussed the schedule. Member Johnson questioned "Cost" under Educational Vocational Guidance Service, stating he thought this should be changed to read "Fee for battery." Dr. Fischer agreed this change would be made.

With the understanding this change would be made, Member Johnson moved and Member Morton seconded the motion

NEW BUSINESS:

Community
Counseling
Center Fee
Schedule (cont.)

to approve the Community Counseling Center Fee Schedule as recommended in Exhibit D.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Johnson, Morton
and Nicklas

Nays: None

Population
Projection

Dr. Lucas discussed Exhibit E which contained estimates from two firms interested in making a population forecast and future density estimate for the college district, pointing out this was an outgrowth of the June 11 Board meeting at which the administration had presented their enrollment projections to 1995.

After a lengthy discussion, it was the consensus of the Board that they were in agreement with the principle of the study. However, the Board members stated they felt the scope of the survey should be enlarged and also stated they would like more information on the companies being presented.

Cooperative
Agreement with
District #214

Dr. Cormack presented a cooperative agreement with Township High School District #214, Exhibit F, for a course to be taught at Harper College known as "Orientation to Health Occupations." Dr. Cormack explained this would be a pre-vocational or exploratory program. The college would handle coordination with the hospitals and District #214 would handle supervision with the hospitals.

Member Johnson moved and Member Nicklas seconded the motion to honor the cooperative agreement with District #214, as shown in Exhibit F (copy attached to minutes in the Board of Trustees Official Book of Minutes).

Chairman Hamill pointed out this was another example of the fine cooperation which District #214 has always shown Harper College.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Johnson, Morton
and Nicklas

Nays: None

NEW BUSINESS:

Algonquin Road
Improvements by
State of Illinois

Mr. Mann reviewed the improvements by the State of Illinois on Algonquin Road, pointing out there will be a four-lane highway coming to the campus. He discussed the contacts and the proposals the college has had with the state. Mr. Mann reported the administration had been informed that the State Highway Department requires two triangular parcels of college property to complete the Algonquin Road extension project. The area of right-of-way needed equals 0.69 acres. In addition, the Department of Public Works and Buildings had requested that the college grant a temporary construction easement for a period of 120 days covering access and egress to the 0.69 acre right-of-way parcel. Mr. Mann informed the Board the state was asking the college to grant the construction easement for the sum of \$10.00, and they were offering roughly \$20,000.00 an acre for the 0.69 acre. Mr. Mann asked the Board for authorization to negotiate for at least \$25,000.00 an acre.

After discussion, Member Johnson moved and Member Morton seconded the motion to authorize the Temporary Construction Easement with the Department of Public Works and Buildings, for the use of the State of Illinois (copy attached to Minutes in the Board of Trustees Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Johnson, Morton
and Nicklas

Nays: None

Member Haas moved and Member Johnson seconded the motion to authorize the Treasurer to enter into negotiations with the State of Illinois Highway Department for the sale of property described in Exhibit H, 0.69 acres, at a price of \$25,000 per acre. (Copy of Exhibit H attached to Minutes in the Board of Trustees Official Book of Minutes.)

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Johnson, Morton
and Nicklas

Nays: None

NEW BUSINESS:

Salt Creek Water
Shed Plan

In reference to the Salt Creek Water Shed Plan, Member Nicklas asked if the administration had heard anymore about the lake. Mr. Mann explained that at this point the college was in the difficult position of trying to be the middle man between the engineers for the Salt Creek Water Shed Project and the engineers from C.R.S. He stated this was a massive proposition involving elevations which are very difficult. Mr. Mann reported the two groups of engineers would meet on Wednesday, August 19, 1970, to try to resolve the problem of what would happen to the site as a result of these elevations. He stated the administration hoped after this meeting they would be able to bring a recommendation to the Board. Dr. Lahti stated the elevation the Salt Creek Water Shed Plan engineers wanted to use would, the administration and architects felt, infringe greatly on the college's Master Plan. He stated the engineers from C.R.S. were trying to work out a compromise.

Non-Academic
Group Insurance

Mr. Mann discussed the non-academic group insurance proposed in Exhibit H. He stated the administration had analyzed the college's fringe benefit package, and this proposal would make the fringe benefit package essentially equal for all employees; it would expand the life insurance coverage for the non-academic staff to a sum equal to one times their annual salary, rounded to the next highest thousand dollars, and it would extend Long-Term Disability insurance to the non-academic staff not previously covered.

Member Johnson moved and Member Haas seconded the motion to approve the administration's recommendation for extension of insurance coverage for non-academic employees as proposed in Exhibit H (copy attached to minutes in the Board of Trustees Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Johnson, Morton
and Nicklas

Nays: None

Commendation to
Mrs. George
Overton

Dr. Lahti informed the Board that Mrs. George Overton, granddaughter of William Rainey Harper, had come to his office and presented the college with a 1902 portrait study of Dr. Harper, a walking stick he received

NEW BUSINESS:
Commendation to
Mrs. George
Overton (cont.)

in 1883 as a gift from his students, and a cane handle which once belonged to Dr. Harper's father. He stated one of Don Andries' goals was the establishment of an archive honoring the college's namesake. Mrs. Overton's significant gifts would be the beginning of this collection. Mr. Andries displayed the donations and discussed the history behind them. Dr. Lahti informed the Board the administration was presenting a resolution honoring Jane Harper Overton for her gift to the college. He also stated a letter on behalf of the Board had been written to Mrs. Overton. Dr. Lahti reported a faculty committee would be set up to work with Mr. Andries on the establishment of a permanent archive on the campus.

Member Morton moved and Member Nicklas seconded the motion to adopt the resolution honoring Jane Harper Overton, as in Exhibit I (copy attached to the minutes in the Board of Trustees Official Book of Minutes). The motion was unanimous.

OTHER:

Dr. Lahti informed the Board the administration had asked the architects to prepare some documents on tennis courts and track area. He stated they felt it would be appropriate to test the market, as they did not feel it was ever going to get any cheaper. He reported they had cut back the specs somewhat and had involved the P.E. people in the specs. Dr. Lahti stated if they could go to bid this fall, and obtain a reasonable bid, the tennis and track teams would have their own facilities. Member Haas asked about the possibility of 3 to 1 money from the state. Mr. Mann said hopefully it could be passed on as improved property. Member Haas asked about obtaining a letter on this as far as the State College Board is concerned. Mr. Mann stated they planned to talk with them. He pointed out the college does have a letter for the southwest corner and was hoping to consider this as part of the southwest corner. The Board agreed the administration should use their own judgment on this matter.

Dr. Lahti asked for approval from the Board for a classified staff dinner. He stated that every fall the Board sponsors a dinner for the professional people, and the administration felt it might be appropriate for the Board to sponsor a dinner for the classified staff. He reported it would involve about 300 people. The Board agreed the administration should send out

(OTHER:
(Cont.)

invitations over the signature of the Chairman of the Board for this dinner on Friday, September 25, 1970, at 6:30 p.m. Chairman Hamill asked if this was being instituted on an annual basis. Dr. Lahti replied that he felt it would be appropriate.

A discussion on loss of schematic design costs due to change in design followed. Mr. Mann explained there would be a \$7,937.37 loss of expended funds for architectural fees due to changes in design of the gymnasium and the business classroom building. Mr. Mann stated essentially the college would be writing this off as part of a receivable. Member Johnson stated he felt this was not a write-off, that it ought to wind up as an increase of capital assets because it is a developmental cost. Mr. Mann agreed he had a good point and stated it would be put into the architectural fee portion for this phase.

Dr. Lahti discussed the intention of the administration to pursue the Harper College awards policy as previously adopted by the Board. He suggested Board members might want to review the policy on these awards. Dr. Lahti and the Board members discussed the three categories of awards, and he stated this would be a special award plaque which only the Board would be authorized to give.

Dr. Lahti reported the GT-70 Board would be meeting in the Arlington Towers on Friday, August 21, and stated all Trustees were welcome.

Dr. Fischer reported on fall registration to date as follows: 1,205 full-time, 61 part-time, and 1,210 F.T.E.

Dr. Lahti announced that the Board would go back to the format of a business and an educational meeting each month, probably starting in September.

Dr. Lahti reported he had written a letter to the faculty welcoming them back.

Member Nicklas moved and Member Haas seconded the motion that the meeting be adjourned at 11:45 p.m. Motion unanimous.


Chairman Hamill


Secretary Pro Tempore Haas

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

BILLS FOR APPROVAL
August 13, 1970

| I. | BILLS PAYABLE | | PAGES |
|------|--|---------------------|-------|
| | EDUCATIONAL FUND | \$120,781.22 | 6 |
| | BUILDING FUND | \$ 73,600.50 | 2 |
| | SITE & CONSTRUCTION FUND | \$ 69,799.35 | 1 |
| | AUXILIARY FUND | \$ 21,479.78 | 2 |
| | | <u>\$285,660.85</u> | |
| II. | PAYROLLS | | |
| | Payroll, July 15, 1970 | \$181,483.59 | 11 |
| | Payroll, July 31, 1970 | \$178,417.33 | 10 |
| | Estimated Payroll, August 1, 1970 to September 30, 1970 | \$775,000.00 | 1 |
| III. | IMPREST FUND (Approved by Board as Part of I Above) | \$ 10,315.47 | 5 |

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

EDUCATIONAL FUND EXPENDITURES -- AUGUST 13, 1970

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|-------------------------------------|--|---------------------|---------------------|
| Wavetek | Equipment - Generator Chassis | 13568 | \$ 9,443.00 |
| Bergers Industrial Hardware | Equipment - Floor Crane | 13569 | 744.85 |
| Manufacturer Supply Co. | Equipment - Test Stand | 13570 | 858.40 |
| Flick Reedy Corp. | Equipment - Bench Press | 13571 | 3,630.48 |
| Allied Electronics Corp. | Equipment - Transformers | 13572 | 1,777.50 |
| Fluidonics | Equipment - Test Stand | 13573 | 3,272.62 |
| Siebert and Sons | Equipment - Tooling Rack | 13574 | 1,000.00 |
| Accounting Machines Sales | Equipment Rental | 13575 | 90.00 |
| Addressograph Multigraph | Equipment Maintenance and Duplicating Supplies | | |
| Allied Electronics Corp. | Instructional & Duplicating Supplies and Repair Materials | 13576 | 279.67 |
| AMS Press Inc. | Library Books | 13577 | 273.02 |
| Anti-Defamation League | Film Rental | 13578 | 135.79 |
| Arlington Heights Camera Shop | Audio Visual Supplies | 13579 | 20.85 |
| The Associated Press | Services | 13580 | 7.00 |
| Association Films Inc. | Film Rental | 13581 | 122.00 |
| Baker & Taylor Co. | Library Books | 13582 | 15.70 |
| Richard Bernstein | Tuition Reimbursement | 13583 | 1,086.22 |
| Blair Temporaries | Contractual Office Services | 13584 | 120.00 |
| Bleecker Book Service | Library Books | 13585 | 189.00 |
| John Brouhard, M. D. | Consultant | 13586 | 241.85 |
| Univ. of California | Film Rentals | 13587 | 200.00 |
| Contemporary Films | Film Rentals | 13588 | 73.50 |
| Donald Duffy | Student Achievement Award | 13589 | 43.00 |
| Easy Travel Service, Inc. | Travel - L. King, M. C. Edwards, R. De Palma, C. Schauer, J. Nicklas, J. Birkholz, A. Easterly, G. Makas, D. Groth, O. Olson | 13590 | 24.00 |
| Educational Film Library Assoc. | Film Rental | 13591 | 1,392.28 |
| Elgin Community College | Charge Back | 13592 | 35.00 |
| Encyclopedia Britannica Educ. Corp. | Film Rentals | 13593 | 54.00 |
| Ernst & Ernst | Contractual Services | 13594 | 16.60 |
| Films Incorporated | Film Rental | 13595 | 798.20 |
| Frank M. Hines | Legal Services | 13596 | 26.00 |
| G. A. Hullmann, M. D. | Med. Exam. - J. Bodoh | 13597 | 2,212.50 |
| | | 13598 | 17.00 |

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|--|---------------------------|---------------------|---------------------|
| International Business Machines | Equipment Rental & Repair | 13599 | 2,147.12 |
| International Film Bureau | Film Rental | 13600 | 8.49 |
| A-V Center, Indiana University | Film Rentals | 13601 | 276.65 |
| 3M Business Products Sales | Equipment Repair | 13602 | 26.58 |
| McHenry County College | Charge Back | 13603 | 144.00 |
| Modern Learning Aids | Film Rental | 13604 | 65.00 |
| R. J. Muench, M. D. | Med. Exam. - L. Slania | 13605 | 15.00 |
| William E. Nelson | Tuition Reimbursement | 13606 | 90.00 |
| North Central Assoc. of Colleges and Secondary Schools | Membership Dues | 13607 | 750.00 |
| Northern Illinois University | Film Rentals | 13608 | 35.25 |
| Northwest Clean Towel Service | Instructional Supplies | 13609 | 104.96 |
| Paddock Publications | Advertising | 13610 | 162.02 |
| Pennsylvania State University | Film Rental | 13611 | 26.10 |
| Pryor Computer Time Sharing Corp. | Equipment Rental | 13612 | 462.88 |
| Irvin A. Smith III | Tuition Reimbursement | 13613 | 45.00 |
| Alfred Stachel, M. D. | Med. Exam. - J. Schroeder | 13614 | 12.00 |
| Ronald Stewart | Tuition Reimbursement | 13615 | 100.00 |
| Stivers Lifesavers Inc. | Contractual Services | 13616 | 46.50 |
| University of Southern California | Film Rentals | 13617 | 28.85 |
| Trans World Airlines | Travel - R. Lahti | 13618 | 318.85 |
| U. S. Post Office, Palatine, Ill. | Mailing Fall Schedules | 13619 | 2,600.00 |
| WIVS | Contractual Services | 13620 | 40.00 |
| Allen Wales Adding Machine Agency | Machine Maintenance | 13621 | 19.46 |
| American Association of Collegiate Registrars | Membership Dues | 13622 | 130.00 |
| Chicago Tribune | Advertising | 13623 | 67.08 |
| Commerce Clearing House | Publications | 13624 | 515.00 |
| Covenant Press | Instructional Supplies | 13625 | 28.53 |
| Cunningham Reilly Inc. | Instructional Supplies | 13626 | 160.60 |
| Educational & Institutional Cooperative Service, Inc. | Office Equipment | 13627 | 2,791.73 |
| Elgin Courier News | Advertising | 13628 | 94.07 |
| Order from Horder | Office Supplies | 13629 | 149.88 |
| Indestructo Awning Co. | Graduation Expense | 13630 | 3,895.00 |
| Journal News Publications | Advertising | 13631 | 12.00 |
| Junior College District 507 | Charge Back | 13632 | 65.63 |
| Lakeview Rubber Stamp Co. | Office Supplies | 13633 | 17.22 |
| Lukas Microscope Co. | Machine Maintenance | 13634 | 272.00 |
| Northwest Letter Service | Printing | 13635 | 33.52 |
| Prompt Printing Service | Printing | 13636 | 197.00 |

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|-------------------------------------|------------------------------------|---------------------|---------------------|
| The Psychological Corp. | Office Supplies | 13637 | 91.90 |
| Reimann Printing Co. | Printing - Programs | 13638 | 80.00 |
| Repro-Graphics Inc. | Printing - Budget Books, N C Study | 13639 | 3,012.60 |
| D. L. Saslow Co. | Instructional Supplies | 13640 | 571.16 |
| Sax Arts & Crafts | Instructional Supplies | 13641 | 355.19 |
| Ned Singers Sport Supply Co. | Instructional Supplies | 13642 | 172.45 |
| George Smeenge | Office Equipment & Furniture | 13643 | 499.50 |
| Teaching Research | Office Supplies | 13644 | 44.00 |
| Village Green of Barrington | Flowers - Graduation | 13645 | 20.00 |
| Adlers Foreign Books | Library Books | 13646 | 59.07 |
| Advance Mannequin & Display | Instructional Equipment | 13647 | 195.17 |
| American College Testing Program | Printing - I B M Cards | 13648 | 267.93 |
| American Dental Association | Instructional Supplies | 13649 | 35.35 |
| American Pamcor Inc. | Repair Materials | 13650 | 223.85 |
| Art Drapery Studios | Office Equipment | 13651 | 769.60 |
| Baker & Taylor Co. | Library Books | 13652 | 573.84 |
| Roy Baumann Music Studios | Piano Covers | 13653 | 59.80 |
| Ditto Division Bell & Howell | Office Supplies | 13654 | 31.35 |
| Dick Blick | Audio Visual Supplies | 13655 | 17.56 |
| The Bro Dart Foundation | Library Books | 13656 | 34.75 |
| Bro Dart Inc. | Office Supplies | 13657 | 232.50 |
| Carroll Seating Co. | Instructional Equipment | 13658 | 900.00 |
| Cenco Instruments Corp. | Instructional Supplies | 13659 | 99.80 |
| University of Chicago Press | Library Subscriptions | 13660 | 20.00 |
| The Macmillan Co. | Library Books | 13661 | 503.00 |
| MODS Seminar Colorado St. Univ. | Seminar Fee - D. Stansbury | 13662 | 250.00 |
| Compar Corp. | Instructional Supplies | 13663 | 62.50 |
| Corplex International Corp. | Audio Visual Supplies & Equipment | 13664 | 2,695.00 |
| Creative Woods | Instructional Supplies | 13665 | 50.00 |
| Day Publications | Advertising | 13666 | 522.25 |
| De Vlieg Microbore | Instructional Supplies | 13667 | 30.46 |
| A. B. Dick Co. | Office Supplies | 13668 | 302.45 |
| A. A. Dolejs Tuition Refund Account | Funds for Tuition Refunds | 13669 | 500.00 |
| A. A. Dolejs Tuition Refund Account | Funds for Tuition Refunds | 13670 | 500.00 |
| A. A. Dolejs Tuition Refund Account | Funds for Tuition Refunds | 13671 | 1,000.00 |
| A. A. Dolejs Tuition Refund Account | Funds for Tuition Refunds | 13672 | 1,000.00 |
| A. A. Dolejs Tuition Refund Account | Funds for Tuition Refunds | 13673 | 1,000.00 |
| A. A. Dolejs Tuition Refund Account | Funds for Tuition Refunds | 13674 | 1,000.00 |
| A. A. Dolejs Tuition Refund Account | Funds for Tuition Refunds | 13675 | 1,000.00 |

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|---|---|---------------------|---------------------|
| A. A. Dolejs Tuition Refund Account | Funds for Tuition Refunds | 13676 | 1,000.00 |
| A. A. Dolejs Tuition Refund Account | Funds for Tuition Refunds | 13677 | 1,000.00 |
| A. A. Dolejs Tuition Refund Account | Funds for Tuition Refunds | 13678 | 1,000.00 |
| A. A. Dolejs Tuition Refund Account | Funds for Tuition Refunds | 13679 | 1,000.00 |
| Easy Travel Service | Travel - D. Andries, R. Cormack, G. Voegel, D. Stansbury, J. Lucas, W. Von Mayr | 13680 | 684.66 |
| Editions | Library Books | 13681 | 84.87 |
| Educational Technology Publications | Library Subscription | 13682 | 24.00 |
| Elk Grove Blueprint & Supply | Audio Visual Materials | 13683 | 86.00 |
| English Language Notes | Library Subscription | 13684 | 11.25 |
| Center for Vocational & Technical Education | Library Subscription | 13685 | 18.00 |
| J. G. Ferguson Publishing Co. | Voc. Library | 13686 | 17.90 |
| Educational Film Library | Film Rentals | 13687 | 37.00 |
| Fleetwood Films Inc. | Films | 13688 | 401.28 |
| Garment Equipment Corp. | Instructional Supplies | 13689 | 31.24 |
| General Binding Corp. | Repair Materials | 13690 | 43.10 |
| General Camera Co. | Audio Visual Supplies | 13691 | 516.07 |
| General Services Administration | Film Purchase | 13692 | 89.00 |
| Greenwood Press Inc. | Library Books | 13693 | 14.04 |
| Harris Hospital Supply Inc. | Instructional Supplies & Equipment | 13694 | 78.30 |
| Hertz System, Inc. | Travel - O. Olson, W. Von Mayr | 13695 | 79.12 |
| Hi-Carb Inc. | Instructional Equipment | 13696 | 306.77 |
| Holiday Inn of Rolling Meadows | Meeting Expense | 13697 | 22.65 |
| International Business Machines | Equipment Rental \$8,739.40 | | |
| | Machine Maintenance 65.70 | | |
| | Transportation 15.92 | | |
| Richard D. Irwin Inc. | Voc. Library | 13698 | 8,821.02 |
| Johnson Reprint Corp. | Library Subscriptions | 13699 | 3.78 |
| Karnes Music Co. | Instructional Supplies | 13700 | 151.84 |
| Kayle Patio Inc. | Graduation Expense | 13701 | 81.00 |
| Charles Klehm & Son | Instructional Supplies | 13702 | 385.00 |
| Kraus Reprint Co. | Library Subscriptions | 13703 | 34.01 |
| 3M Business Products Sales | Repair Materials | 13704 | 525.31 |
| McGraw Hill Publications | Advertising | 13705 | 35.00 |
| John Makarewich Books | Library Books | 13706 | 33.00 |
| Meyer Material Co. | Instructional Supplies | 13707 | 25.75 |
| Modern Office Procedures | Library Subscription | 13708 | 10.05 |
| Morgan Sign Machine Co. | Office Supplies | 13709 | 12.00 |
| Mykroy Inc. | Repair Materials | 13710 | 126.35 |
| National Assoc. of Educ. Buyers | Membership Dues | 13711 | 69.00 |
| | | 13712 | 70.00 |

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|------------------------------------|-------------------------------|---------------------|---------------------|
| National Surveying Instruments | Repair Materials | 13713 | 20.00 |
| New York Times | Library Microfilm | 13714 | 3,969.00 |
| Newark Electronics Corp. | Instructional Supplies | 13715 | 14.04 |
| Office Electronics Inc. | Office Supplies | 13716 | 959.30 |
| Office Services Co. | Office Equipment | 13717 | 135.00 |
| Palatine Welding & Engineering Co. | Maintenance Services | 13718 | 12.00 |
| Postmaster, U. S., Palatine, Ill. | Postage for Meter | 13719 | 1,000.00 |
| Practical Offset Inc. | Printing - Seminar Brochure | 13720 | 95.10 |
| Prentice-Hall Inc. | Library Book | 13721 | 3.69 |
| Public Personnel Assoc. | Office Supplies | 13722 | 18.50 |
| Regent Products Co. | Instructional Supplies | 13723 | 20.00 |
| Remington Rand Office Mach. Div. | Office Equipment - Typewriter | 13724 | 156.00 |
| Riverside Mail Service | Library Books | 13725 | 60.02 |
| Frederic Ryder Co. | Graduation Expense | 13726 | 1,549.84 |
| Mary S. Rosenberg | Library Books | 13727 | 27.35 |
| Sargent-Welch Scientific Co. | Instructional Supplies | 13728 | 372.95 |
| Semiconductor Specialists | Instructional Supplies | 13729 | 24.90 |
| Singer - Friden Division | Instructional Supplies | 13730 | 8.64 |
| Story House Corp. | Library Books | 13731 | 73.60 |
| Tara Materials Inc. | Instructional Supplies | 13732 | 119.80 |
| Teledyne Frederick Post | Instructional Supplies | 13733 | 228.37 |
| Transo Envelope Co. | Office Supplies | 13734 | 153.62 |
| Triangle Camera Inc. | Instructional Supplies | 13735 | 295.00 |
| U. S. Book Exchange Inc. | Library Publications | 13736 | 22.55 |
| United Visual Aids | Repair Materials | 13737 | 35.40 |
| Universal Stationers Inc. | Office Supplies | 13738 | 28.08 |
| University Microfilms | Library Books | 13739 | 42.20 |
| Peter Vanderhaeghen | Medical Examination | 13740 | 15.00 |
| Wigdahl Electric Co. | Contractual Services | 13741 | 15.00 |
| Wille Lumber Co. | Instructional Supplies | 13742 | 116.10 |
| H. W. Wilson Co. | Library Periodicals | 13743 | 486.00 |
| Worldwide Books Inc. | Library Publications | 13744 | 20.00 |
| Zimmer Hardware | Instructional Supplies | 13745 | 49.51 |
| Lactona Products Div. | Instructional Supplies | 13746 | 168.00 |
| Buckeye Ribbon & Carbon Co. | Office Supplies | 13747 | 197.40 |
| Adolph I. Buehler Inc. | Instructional Supplies | 13748 | 412.75 |
| The Flax Co. | Audio Visual Materials | 13749 | 291.39 |
| Gamble Hinged Music Co. | Instructional Supplies | 13750 | 62.68 |
| Gamma Photo Labs Inc. | Instructional Supplies | 13751 | 170.15 |
| Harper College Cafeteria | Graduation Expense | 13752 | 454.00 |
| Hewlett Packard Co. | Catering | 13753 | 1,827.75 |
| Northwest Mental Health Center | Equipment Maintenance | 13754 | 25.00 |
| | Consultants | 13754 | 25.00 |

PAYEE

Office of Federal Relations
 Norman King Co.
 Schiele-Fairson Co.
 Standard Oil Co.
 Caelus Memories Inc.
 Dura-Craft Book Bindery Inc.
 Gerber Scientific Instrument Co.
 H. Edward Klempner, M. D.
 REA Express
 Prudential Insurance Co.
 Imprest Fund

DESCRIPTION

Subscription
 Contractual Services
 Printing - Admissions Forms
 Travel Expense - R. Lahti, R. Powell,
 D. Stansbury
 Equipment Rental
 Binding - Library Books
 Instructional Equipment and
 Contractual Services
 Med. Exam. - J. Papandrea
 Freight on Art Exhibit
 Group Medical & Life Insurance
 Reimbursement

| <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|---------------------|---------------------|
| 13755 | 5.00 |
| 13756 | 1,493.00 |
| 13757 | 218.00 |
| 13758 | 33.36 |
| 13759 | 91.00 |
| 13760 | 231.25 |
| 13761 | 5,399.71 |
| 13762 | 20.00 |
| 13763 | 56.80 |
| 13764 | 10,196.85 |
| 13765 | 9,415.13 |
| | <u>\$120,781.22</u> |

TO: TREASURER

FROM: BOARD OF TRUSTEES

The above listed checks number 13568 to 13765 are hereby approved for payment.

Date of Approval: August 13, 1970

CHAIRMAN *James J. Stewart*

SECRETARY *Josephine Kears*
Johnston

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

BUILDING FUND EXPENDITURES -- AUGUST 13, 1970

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|------------------------------------|--|---------------------|---------------------|
| Aerosol Exterminators Inc. | Maintenance Services | 2034 | \$ 85.00 |
| Barrington Trucking Co. | Maintenance Services | 2035 | 105.00 |
| Commonwealth Edison Co. | Electricity | 2036 | 7,524.29 |
| Culligan Water Conditioning | Contractual Maintenance Services | 2037 | 19.50 |
| Illinois Bell Telephone Co. | Telephone Services | 2038 | 512.76 |
| Illinois Bell Telephone Co. | Telephone Services | 2039 | 4,221.22 |
| Marsh & McLennan | Additional Fire Insurance Premium on Field House 1969-70 | 2040 | 4.00 |
| Village of Palatine | Contractual Police Services | 2041 | 138.75 |
| Redmon & Sons | Contractual Services - Towing | 2042 | 82.50 |
| Standard Oil Co. | Vehicle Repair | 2043 | 10.95 |
| Allied Electronics Corp. | Service Supplies | 2044 | 30.83 |
| Arlington Auto Parts | Grounds Supplies; Vehicle Expense | 2045 | 90.78 |
| Brake-Align | Vehicle Expense | 2046 | 163.53 |
| Gibson Electric Co. | Building Remodeling - Electrical | 2047 | 1,697.52 |
| Hill-Behan Lumber Co. | Capital Outlay - Other | 2048 | 61.02 |
| Hillyard Sales Co. | Maintenance Supplies | 2049 | 5,208.32 |
| H-O-H Chemicals Inc. | Water Treatment | 2050 | 32.55 |
| Ideal Uniform Rental Service | Uniforms | 2051 | 32.40 |
| Lawn Equipment Distributors Inc. | Grounds Supplies | 2052 | 89.33 |
| McMaster Carr Supply Co. | Utility Plant Supplies | 2053 | 16.94 |
| National Chemsearch Corp. | Maintenance Supplies | 2054 | 65.20 |
| Northwest Electrical Supply Co. | Building Remodeling; Maintenance Supplies | 2055 | 376.25 |
| P & W Industrial Sales Inc. | Grounds Supplies | 2056 | 54.90 |
| Palatine Welding & Engineering Co. | Grounds Supplies | 2057 | 22.00 |
| Protek Specialty Co. | Maintenance Equipment | 2058 | 212.40 |
| Frederic Ryder Co. | Maintenance Supplies | 2059 | 100.55 |
| Sears Roebuck & Co. | Grounds Supplies | 2060 | 44.70 |
| United Rent-All | Equipment Rental | 2061 | 96.00 |
| Westerberg Engineering Inc. | Surveying | 2062 | 240.00 |
| Zimmer Hardware | Grounds Supplies | 2063 | 31.22 |
| American Fire & Safety Bureau Inc. | Safety Supplies | 2064 | 60.00 |
| American Industrial Service Co. | Contractual Services | 2065 | 22.25 |

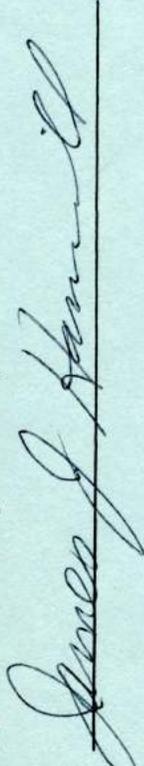
| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|------------------------------------|---|---------------------|---------------------|
| Burns Electronic Security Services | Contractual Services | 2066 | 72.00 |
| George A. Davis Inc. | Grounds Supplies | 2067 | 3,022.50 |
| Economics Lab. Inc. | Custodial Supplies | 2068 | 174.08 |
| Electric Supply Corp. | Maintenance Supplies | 2069 | 37.80 |
| Elgin Paper Co. | Custodial Supplies | 2070 | 350.70 |
| Gaare Oil Co. | Gasoline | 2071 | 333.00 |
| Huntington Labs., Inc. | Custodial Supplies | 2072 | 107.00 |
| McHenry Medical Group | Med. Exam. - A. Kurowski | 2073 | 13.00 |
| Montgomery Ward & Co. | Building Remodeling | 2074 | 13.95 |
| Northern Chemical Co. | Custodial Supplies | 2075 | 529.40 |
| Northern Illinois Gas Co. | Fuel - Heating | 2076 | 512.33 |
| Northwest Clean Towel Service | Custodial Supplies | 2077 | 270.00 |
| Peerless Embroidery Co. | Safety Supplies | 2078 | 154.00 |
| Wm. Rioux Plumbing & Heating | Equipment Rental | 2079 | 35.00 |
| Rochester Germicide Co. | Custodial Supplies | 2080 | 811.50 |
| A. Stachel, M. D. | Med. Exam. - B. Schroeder | 2081 | 12.00 |
| Stevens Chemical Co. | Custodial Supplies | 2082 | 1,337.69 |
| Tri-County Distributors Inc. | Grounds Supplies | 2083 | 216.48 |
| Busch Auto Service Center | Grounds Supplies | 2084 | 55.82 |
| Grant Motor Sales Inc. | Automobile, Station Wagon, and License Fees | 2085 | 6,062.83 |
| Harper College Educational Fund | Interfund Payables | 2086 | 37,549.24 |
| Imprest Fund | Reimbursement | 2087 | 477.52 |
| | | | <u>\$73,600.50</u> |

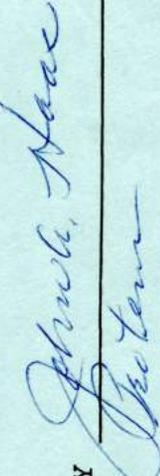
TO: TREASURER

FROM: BOARD OF TRUSTEES

The above listed checks number 2034 to 2087 are hereby approved for payment.

Date of Approval: August 13, 1970

CHAIRMAN 

SECRETARY 

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

AUXILIARY FUND EXPENDITURES -- AUGUST 13, 1970

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|-------------------------------------|---------------------------------|---------------------|---------------------|
| Clark Products Inc. | Cafeteria Supplies | 2042 | 172.30 |
| Edward Don & Co. | Cafeteria Supplies | 2043 | 11.84 |
| Easy Travel Service | Travel - B. Nolan, R. Bachus | 2044 | 324.00 |
| Food Marketers | Purchases - Food | 2045 | 92.31 |
| Goldenrod Ice Cream Co. | Purchases - Food | 2046 | 8.58 |
| Lou Gordon Provision Co. | Purchases - Food | 2047 | 119.43 |
| George H. Hathaway & Co. | Purchases - Food | 2048 | 84.48 |
| Hawthorn-Mellody Farms Dairy | Purchases - Food | 2049 | 157.69 |
| Holleb & Co. | Purchases - Food | 2050 | 73.93 |
| Marano Bros. | Purchases - Food | 2051 | 136.17 |
| Melrose Farms Co. | Purchases - Food | 2052 | 19.05 |
| Obee Institutional Food Service Co. | Purchases - Food | 2053 | 46.00 |
| Roberts Packing Co. | Purchases - Food | 2054 | 75.08 |
| Randall Seiler | Tennis Racket Repair | 2055 | 13.00 |
| Krunchee Potato Chips | Purchases - Food | 2056 | 16.20 |
| Silvercup Bakeries Inc. | Purchases - Food | 2057 | 25.56 |
| Vanderbilt | Purchases - Food | 2058 | 92.05 |
| Ill. Dept. of Revenue | Sales Tax - June | 2059 | 1,065.08 |
| Affiliated Book Distributors | Purchases - Books | 2060 | 306.76 |
| L. G. Balfour Co. | Cafeteria Supplies | 2061 | 39.58 |
| Broadview Motor Express Inc. | Transportation for Bookstore | 2062 | 13.86 |
| Wm. C. Brown Co. | Purchase - Book | 2063 | 4.64 |
| Carver Plastics Corp. | Purchases - Supplies | 2064 | 43.98 |
| Champion Products Inc. | Purchases - Supplies | 2065 | 2,617.32 |
| Chandler's Inc. | Purchases - Books | 2066 | 10.52 |
| The Colad Co., Inc. | Purchases - Supplies | 2067 | 1,324.27 |
| College Seal & Crest Co. | Purchases - Supplies | 2068 | 187.55 |
| Collegiate Mfg. Co. | Purchases - Supplies | 2069 | 80.51 |
| Columbia Ribbon & Carbon Mfg. Co. | Purchases - Supplies | 2070 | 125.38 |
| Darrill Connelly | Contractual Services - Printing | 2071 | 326.80 |
| Dex Motor Service Inc. | Purchases - Books | 2072 | 5.50 |
| Chas. H. Elliott Co. | Purchases - Supplies | 2073 | 239.86 |
| Federal Office Products | Purchases - Supplies | 2074 | 591.37 |
| Follett College Book Co. | Purchases - Books | 2075 | 20.08 |
| Funk & Wagnalls | Purchases - Books | 2076 | 6.41 |
| Harcourt Brace & World Inc. | Purchases - Books | 2077 | 1,317.14 |

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|----------------------------------|---------------------------------------|---------------------|---------------------|
| Houghton Mifflin Co. | Purchases - Books | 2078 | 25.45 |
| Keuffel & Esser Co. | Purchases - Supplies | 2079 | 261.60 |
| Lakeland College Bookstore | Purchases - Books | 2080 | 89.68 |
| McGraw Hill Book Co. | Purchases - Books | 2081 | 129.79 |
| Nissen Corp. | Capital Outlay - Control Cable | 2082 | 53.00 |
| Northwest Clean Towel Service | Towels - June | 2083 | 2.60 |
| Northwest Electrical Supply Co. | Supplies | 2084 | 10.11 |
| Prairie State College | Purchases - Supplies | 2085 | 166.32 |
| Prentice-Hall Inc. | Purchases - Books | 2086 | 232.31 |
| Random House Inc. | Purchases - Books | 2087 | 725.43 |
| Sauk Valley College Bookstore | Purchases - Books | 2088 | 22.05 |
| Charles Scribner's Sons | Purchases - Books | 2089 | 19.81 |
| South-Western Publishing Co. | Purchases - Books | 2090 | 220.37 |
| Transamerican Freight Lines Inc. | Freight on Books | 2091 | 97.50 |
| Van Nostrand Reinhold Co. | Purchases - Books | 2092 | 73.70 |
| John Wiley & Sons | Purchases - Books | 2093 | 437.03 |
| The World Publishing Co. | Purchases - Books | 2094 | 4,711.51 |
| J. B. Lippincott Co. | Purchases - Books | 2095 | 3.89 |
| Calculagraph Co. | Contractual Services - College Center | 2096 | 87.85 |
| W. D. Klingenberg | Book Buy Back Fund | 2097 | 2,000.00 |
| W. D. Klingenberg | Book Buy Back Fund | 2098 | 2,000.00 |
| Imprest Fund | Reimbursement | 2099 | 315.50 |
| | | | <u>\$21,479.78</u> |

TO: TREASURER

FROM: BOARD OF TRUSTEES

THE ABOVE LISTED CHECKS NUMBER 2042 to 2099 are hereby approved for payment.

Date of Approval: August 13, 1970

CHAIRMAN James J. Hammond

SECRETARY John W. G. Kern

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

SITE & CONSTRUCTION FUND EXPENDITURES -- AUGUST 13, 1970

PAYEE

Corbetta Construction Co.
Bergers Hardware
Andrew Belschner
Caudill Rowlett Scott
Keuffel & Esser Co.

Lindberg Hevi-Duty
Pearl Equipment Co.

R C A Service Co.

Universal Stationers Inc.
Imprest Fund

| <u>DESCRIPTION</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|--|-------------------------|-------------------------|
| Partial Payment - Southwest Corner | 858 | \$10,225.00 |
| Reimbursable Equipment - Anvil | 859 | 214.69 |
| DHEW Art Work | 860 | 500.00 |
| Architectural Fees Phase IIB | 861 | 45,268.91 |
| Reimbursable Equipment - Mechanical Design | 862 | 3,500.25 |
| Partial Payment Furnace - Reimbursable | 863 | 4,400.00 |
| Partial Payment Rouselle Press - Reimbursable | 864 | 716.00 |
| Equipment - TV Receivers - Reimbursable | 865 | 4,170.00 |
| Desk Floor Mats | 866 | 764.50 |
| Reimbursement | 867 | 40.00 |
| | | <u>\$69,799.35</u> |

TO: TREASURER

FROM: BOARD OF TRUSTEES

The above listed checks number 858 to 867 are hereby approved for payment.

Date of Approval: August 13, 1970

CHAIRMAN James J. Howard

SECRETARY Phyllis A. Kase
John J. Jones

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

IMPREST FUND DISBURSEMENTS
July 2, 1970 to August 5, 1970

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|--|----------------------------------|---------------------|---------------------|
| Rose Cordello | Salary Advance | 9164 | \$ 69.75 |
| W. D. Klingenberg | Travel Advance | 9165 | 119.00 |
| The Travelers Insurance Co. | Insurance Premium- R. Cormack | 9166 | 7.50 |
| Michael Keller | Tuition Refund | 9167 | 10.00 |
| Journal of Health & Social Behavior | Library Subscription | 9168 | 10.00 |
| Postmaster, U. S., Palatine, Ill. | Postage | 9169 | 352.00 |
| Jeanne Kott | Tuition Refund | 9170 | 28.05 |
| Western Concessions Inc. | Recruitment | 9171 | 25.40 |
| Syracuse University Press | Library Subscription | 9172 | 4.80 |
| Carolyn B. Sedrel | Travel Expense | 9173 | 4.00 |
| Dr. Guerin Fischer | Meeting Expense | 9174 | 10.87 |
| Kathleen Arns | Local Travel | 9175 | 11.20 |
| Ill. Assoc. of College Ad. Counselors | Dues | 9176 | 7.50 |
| Robert Cronwell | Tuition Refund | 9177 | 14.00 |
| Lou Snyder | Recruitment | 9178 | 12.35 |
| Cheryl A. Rabideau | Recruitment | 9179 | 50.40 |
| Daedalus Subscription Office | Publication | 9180 | 6.50 |
| Roy Sedrel | Travel Expense | 9181 | 8.65 |
| Amer. Assoc. for the Advancement of Science | Subscription & Dues | 9182 | 12.00 |
| Richard E. Hellmer | Tuition Refund | 9183 | 35.00 |
| Linda A. Huott | Tuition Refund | 9184 | 9.00 |
| Thomas P. Cunningham | Tuition Refund | 9185 | 21.00 |
| In A Nutshell | Subscription | 9186 | 4.00 |
| Terry Comina | Local Travel | 9187 | 22.70 |
| Lynn C. Wohlford | Local Travel | 9188 | 6.42 |
| Darby Books | Library Books | 9189 | 7.20 |
| Mary C. Edwards | Local Travel | 9190 | 7.00 |
| Kathleen Arns | Local Travel | 9191 | 12.60 |
| Mary C. Edwards | Travel Expense | 9192 | 13.40 |
| Lynch Internal Med. Assoc. | Med. Exam. - P. Wilkins | 9193 | 15.00 |
| Nancy Wilkins | Medical Exam. | 9194 | 5.00 |
| Robert Cormack | Med. Exam. | 9195 | 7.00 |
| R. Cormack & Assoc. | Consulting Fee | 9196 | 100.00 |
| John N. Karis M. D. | Med. Exam. - U. Thobe | 9197 | 20.00 |
| Fred A. Vaisvil | Local Travel | 9198 | 6.40 |
| Fred Inden | Salary Advance | 9199 | 150.00 |
| Suellyn Collins | Salary Advance | 9200 | 160.00 |
| Broude Brothers | Library Books | 9201 | 3.75 |

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|---------------------------|--|---------------------|---------------------|
| Betty Windham | Travel Expense | 9202 | 57.15 |
| R. J. Hughes | Meeting Expense | 9203 | 7.93 |
| George Hickman | Tuition Refund | 9204 | 3.20 |
| Accurate Sign Co. | Replacement of Lost Check | 9205 | 40.00 |
| Patricia Carrothers | Tuition Refund | 9206 | 4.00 |
| Mary C. Edwards | Dental Hygiene Capping Ceremony | 9207 | 61.36 |
| Harper College Catering | Seminar Expense | 9208 | 79.95 |
| Harper College Catering | Seminar Expense | 9209 | 62.95 |
| Fred Vaisvil | Salary Advance | 9210 | 350.00 |
| American Express | In Service Seminar | 9211 | 62.30 |
| W. J. Mann | Travel Advance | 9212 | 207.00 |
| John Gelch | Travel Advance | 9213 | 36.00 |
| Purdue University | Library Subscription | 9214 | 3.00 |
| Plagge's Flowers | Flowers | 9215 | 18.90 |
| William R. Schooley | Travel Expense | 9216 | 28.00 |
| George H. Voegel | Travel Expense | 9217 | 77.33 |
| Fortune Magazine | Publications | 9218 | 4.00 |
| Ronnie Dunn | Local Travel | 9219 | 4.00 |
| Kinsch Village Florist | Flowers | 9220 | 10.00 |
| Louann Underwood | Refund-Parking Fee | 9221 | 1.00 |
| N. J. C. A. A. | Membership Dues | 9222 | 137.00 |
| Jan Swanson, Petty Cash | Reimbursement | 9223 | 68.50 |
| John Lentz | Salary Advance | 9224 | 350.00 |
| Univ. of Michigan | Seminar Fee-R. Lahti | 9225 | 400.00 |
| Mrs. Noel R. Grego | Library Books | 9226 | 3.00 |
| Congressional Quarterly | Library Subscription | 9227 | 5.00 |
| Amer. Sociological Review | Library Subscription | 9228 | 12.00 |
| W. J. Mann | Travel Expense | 9229 | 47.05 |
| Univ. of Michigan | Seminar Fee -L.J. Harvey, W. J. Mann, | 9230 | 800.00 |
| W. J. Mann | Meeting Expense | 9231 | 23.00 |
| Western Concessions | Meeting Expense | 9232 | 176.63 |
| Daniel Meller | Salary Advance | 9233 | 100.00 |
| Conrad Martinez | Salary Advance | 9234 | 10.80 |
| Lloyd F. Wilkes | Travel Expense | 9235 | 179.11 |
| George Curry | Salary Advance | 9236 | 250.00 |
| Susan Burbey | Salary Advance | 9237 | 150.00 |
| Victor Golubski | Salary Advance | 9238 | 200.00 |
| R. E. Lahti, Petty Cash | Reimbursement | 9239 | 196.26 |
| Donn B. Stansbury | Tuition Reimbursement | 9240 | 5.00 |
| Dr. Gary E. Rankin | Local Travel | 9241 | 7.50 |
| Microcard Editions | Library Books | 9242 | 16.00 |
| Chicago | Library Subscription | 9243 | 5.00 |
| W. E. Von Mayr | Travel Expense | 9244 | 79.40 |
| John A. Lucas | Travel Expense | 9245 | 4.40 |
| Gregory C. Franklin | Travel Advance | 9246 | 250.00 |
| Edward G. Hill | Recruitment | 9247 | 101.64 |
| Thomas R. Hill | Local Travel | 9248 | 8.00 |
| Robert Zilkowski | Travel Exp. \$102.55 | | |
| | Travel Adv. (90.00) | 9249 | 12.55 |
| Dr. C. Schauer | Travel Expense | 9250 | 66.65 |

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|--|------------------------------|---------------------|---------------------|
| Jack W. Fuller | Travel Expense | 9251 | 21.00 |
| John H. Thompson | Travel Expense | 9252 | 28.90 |
| Patricia Bourke | Local Travel | 9253 | 71.40 |
| Dr. C. Schauer | Travel Expense | 9254 | 32.50 |
| Mary Lou Holleran | Local Travel | 9255 | 36.00 |
| Frank A. Vandever Jr. | Travel Expense | 9256 | 60.45 |
| Mrs. Patricia Stone | Contractual Services | 9257 | 25.00 |
| Robert E. Lahti | Travel Advance | 9258 | 100.00 |
| Georgia Inst. of Tech. | Travel Expense | 9259 | 87.50 |
| Royal Canadian Mounted Police Quarterly | Library Subscription | 9260 | 1.25 |
| Frederic Ryder Co. | Consultants | 9261 | 19.50 |
| Henry J. Kurowski | Travel Advance | 9262 | 135.00 |
| Alfred A. Dunikoski | Recruitment | 9263 | 105.85 |
| Donald Andries | Meeting Expense | 9264 | 10.50 |
| Rebecca H. McLoughlin | Travel Expense | 9265 | 26.80 |
| Mary C. Edwards | Travel Exp. \$116.63 | | |
| | Travel Adv. (112.50) | 9266 | 4.13 |
| Ed Goodwin, Petty Cash | Reimbursement | 9267 | 27.75 |
| Pat Vandermerkt | Salary Advance | 9268 | 90.00 |
| Gerald D'Antonio | Tuition Refund | 9269 | 3.00 |
| Behavior Today | Subscription | 9270 | 6.25 |
| Patricia Carrothers | Tuition Refund | 9271 | 7.00 |
| Edward E. Spencer | Tuition Refund | 9272 | 7.00 |
| Jeffrey C. Bruce | Tuition Refund | 9273 | 10.00 |
| --Void-- | ----- | 9274 | -0- |
| Richard E. Donahue | Tuition Refund | 9275 | 14.00 |
| Gary L. Davis | Tuition Refund | 9276 | 10.00 |
| Michael J. Condill | Tuition Refund | 9277 | 41.00 |
| Harold Johnson | Tuition Refund | 9278 | 56.00 |
| Barbara J. Dahlin | Tuition Refund | 9279 | 21.00 |
| Robert F. Skolnick | Tuition Refund | 9280 | 7.00 |
| Peter M. Adrianopoli | Tuition Refund | 9281 | 21.00 |
| Wayne R. Luecht | Tuition Refund | 9282 | 21.00 |
| Lee A. Gaus | Tuition Refund | 9283 | 36.00 |
| Maria P. Ruffolo | Tuition Refund | 9284 | 39.00 |
| Lanette L. Loewe | Tuition Refund | 9285 | 10.00 |
| Keith Kuhns | Tuition Refund | 9286 | 10.00 |
| Lillian Page | Tuition Refund | 9287 | 73.28 |
| Bruce Lustig | Tuition Refund | 9288 | 7.80 |
| Helen McLean | Tuition Refund | 9289 | 73.28 |
| Ambrose Easterly | Travel Expense | 9290 | 26.00 |
| R. Cormack | Travel Expense | 9291 | 38.76 |
| L. J. Harvey | Travel Expense | 9292 | 10.45 |
| John A. Lucas | Travel Expense | 9293 | 12.00 |
| Dr. Guerin Fischer | Travel Expense | 9294 | 13.00 |
| Donovan Wachlin | Instructional Supplies | 9295 | 9.47 |
| Donn Stansbury | Travel Expense | 9296 | 32.90 |
| Hotel Miramar | Travel Expense | 9297 | 14.70 |
| James Lee | Local Travel | 9298 | 38.20 |
| Gaare Oil Co. | Replacement of Lost Check | 9299 | 228.64 |
| Barrington Press Newspapers | Legal Notice | 9300 | 7.60 |

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|--|-----------------------|---------------------|---------------------|
| Day Publications Inc. | Legal Notice | 9301 | 7.20 |
| J. J. Donnelly M. D. | Med. Exam.-B. Pickett | 9302 | 10.00 |
| Northwest Office Machines | Office Supplies | 9303 | 3.50 |
| Silver Burdett Co. | Library Books | 9304 | 5.90 |
| Paddock Publications | Subscription | 9305 | 4.50 |
| McGraw Hill Book Co. | Library Books | 9306 | .67 |
| Editions | Library Books | 9307 | 6.30 |
| Purdue University | Film Rental | 9308 | 4.46 |
| McGraw Hill Book Co. | Publications | 9309 | 2.00 |
| Improving College & University Teaching | Publications | 9310 | 3.00 |
| School Shop | Publications | 9311 | 5.00 |
| APGA Publication Sales | Publications | 9312 | 2.50 |
| Center for Applied Research in Education Inc. | Library Books | 9313 | 4.18 |
| Center for Research on Learning & Teaching | Publication | 9314 | 1.00 |
| Louanne Slania | Medical Exam. | 9315 | 3.00 |
| U. S. Reprint Service | Library Books | 9316 | 10.50 |
| Center for the Study of Dem. Inst. | Publications | 9317 | 25.00 |
| Amer. Council on Education | Publications | 9318 | 5.00 |
| Univ. of Toronto Press | Publications | 9319 | 4.76 |
| Inst. of Continuing Legal Education | Service Supplies | 9320 | 12.50 |
| McGraw Hill Book Co. | Publication | 9321 | 17.50 |
| The Brookings Institution | Service Supplies | 9322 | 5.95 |
| Patricia Drake | Salary Advance | 9323 | 200.00 |
| --Void-- | ----- | 9324 | -0- |
| Suzanne Herron | Salary Advance | 9325 | 500.00 |
| James F. Falcinelli Jr. | Tuition Refund | 9326 | 11.75 |
| Steven P. Ander | Tuition Refund | 9327 | 14.00 |
| Tab Products Co. | Office Supplies | 9328 | 75.00 |
| Frank L. Borelli | Travel Expense | 9329 | 23.35 |
| Dartnell Service | Publications | 9330 | 328.15 |
| Educ. Tech. Publ. Inc. | Publications | 9331 | 18.00 |
| D. De Boer | Library Publications | 9332 | 5.00 |
| Columbia Univ. Press | Library Publications | 9333 | 6.00 |
| Sharon Alter | Salary Advance | 9334 | 200.00 |
| Postmaster,U.S.,Palatine, Ill. | Postage-Newsletter | 9335 | 180.00 |
| Donald Mistic | Travel Expense | 9336 | 128.39 |
| W. D. Klingenberg | Travel Exp. \$135.00 | | |
| | Travel Adv. (119.00) | 9337 | 16.00 |
| Donald Mistic | Meeting Expense | 9338 | 8.00 |
| Postmaster,U.S.,Palatine,Ill. | Postage | 9339 | 240.00 |
| Barbara Courtney | Salary Advance | 9340 | 100.00 |
| The Lamplighter Gifts | Favor - Birth | 1044 | 26.25 |
| Golden Rule | Favor - Illness | 1045 | 35.00 |
| Jewel | Meeting Expense | 1046 | 100.00 |
| Kinsch Florist | Flowers | 1047 | 11.80 |
| --Void-- | ----- | 8257 | (2.50) |
| Palatine National Bank | Service Charge | | 6.00 |
| | | | <u>\$10,315.47</u> |

Reimbursement:

| | |
|--------------------------|--------------------|
| Educational Fund | \$ 9,415.13 |
| Building Fund | 477.52 |
| Site & Construction Fund | 40.00 |
| Auxiliary Fund | 315.50 |
| Trust & Agency Fund | 67.32 |
| | <u>\$10,315.47</u> |

WILLIAM RAINEY HARPER COLLEGE
DISTRICT #512
PALATINE, ILLINOIS 60067

To: Treasurer

From: Board of Trustees

Subject: Approval of Estimated Payroll Expenditures
August 1, 1970 to September 30, 1970

The following estimated payrolls in the amount of \$775,000.00 are hereby authorized for payment:

| | |
|---|---------------------|
| August 1 to 15, 1970 Regular Payroll | \$195,000.00* |
| August 16 to 31, 1970 Regular Payroll | \$185,000.00 |
| September 1 to 15, 1970 Regular Payroll | \$185,000.00 |
| September 16 to 30, 1970 Regular Payroll | <u>\$210,000.00</u> |
| | <u>\$775,000.00</u> |

*Includes Summer School Teaching

Date of Approval: August 13, 1970

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

ADDENDUM
BILLS FOR APPROVAL
AUGUST 13, 1970

| | | | |
|----|------------------|-------------------|------------------|
| I. | EDUCATIONAL FUND | <u>\$1,331.24</u> | <u>PAGE</u> 1 |
|----|------------------|-------------------|------------------|

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

ADDENDUM - EDUCATIONAL FUND EXPENDITURES - AUGUST 13, 1970

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|--------------------|------------------------|-------------------------|-------------------------|
| A. M. Castle & Co. | Instructional Supplies | 13766 | <u>\$1,331.24</u> |

To: Treasurer

From: Board of Trustees

The above listed check number 13766 is hereby approved for payment.

Date of Approval: August 13, 1970

Chairman

James J. Howard

Secretary

Pro Jem. J. Howard

FOR BOARD ACTION

SUBJECT:

Employment of coordinator in the Associate Degree
Law Enforcement Program.

REASON FOR CONSIDERATION BY THE BOARD:

To fill the vacancy created by the resignation of
Thomas Anderson who resigned effective July 1, 1970.

BACKGROUND INFORMATION:

This position is within the budget.

RECOMMENDED ACTION:

Employment of:

1. Mr. Paul Moore as an instructor and coordinator at
\$13,000.00 for the 1970-71 Academic Year - 39 weeks,
effective September 8, 1970

WILLIAM RAINY HARPER COLLEGE

PERSONNEL DATA FORM FOR RECOMMENDATION TO BOARD OF TRUSTEES

CANDIDATE Paul H. Moore

FIELD (Suggested Teaching Area) Law Enforcement Social Science
DIVISION

PREPARATION (Degree, School, Year) A.A. - Montgomery Jr. College - 1968

Received & Semester Hours in Teaching Field) B.A. (Soc.) - Towson State College - 1969- 36

M.A. (Pol. Sc. & A min.) Washington State U.-1970- 30

HOURS BEYOND HIGHEST DEGREE IN TEACHING FIELD _____

MAJOR AREAS Police Science - Sociology

EXPERIENCE IN EDUCATION (Dates, Locations, Positions, etc.) President's Law Enforcement Advisory Committee
at Towson State, 1969.

OTHER EXPERIENCE 1958-65 - Albuquerque Police Dept.

HONORS & DISTINCTIONS Alpha Phi Sigma (Police Science Honor Society)
Dean's Honor List - Towson State

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

RANK & SALARY Asst. Prof. - \$13,000.

RECOMMENDED BY Larry S. King DIVISION CHAIRMAN

Robert B. Cornack DEAN

VICE PRESIDENT

PRESIDENT

FOR BOARD ACTION

SUBJECT:

Employment of teaching faculty in the Associate Degree Nursing program.

REASON FOR CONSIDERATION BY THE BOARD:

To fill the vacancies in the Associate Degree nursing instructional area which are necessary to the program.

BACKGROUND INFORMATION:

Two of the five positions are vacancies created by resignations. The other three are additional staff which are needed to maintain the program. All positions are within the budget.

RECOMMENDED ACTION:

Employment of:

1. Mrs. Sharon N. McDonnell as an instructor at \$9,500 for the 1970-71 Academic Year - 39 weeks, effective September 8, 1970.
2. Mrs. Jean H. Genster as an Instructor in Nursing at \$10,145 for the 1970-71 Academic Year - 39 weeks, effective September 8, 1970.
3. Miss Jeannette M. Halle as Assistant Professor of Nursing at \$12,500 for the 1970-71 Academic Year - 39 weeks, effective September 8, 1970.
4. Mrs. Charlotte Rappsilber as an Instructor in Nursing at \$10,500 for the 1970-71 Academic Year 39 weeks, effective September 8, 1970.
5. Mrs. Cynthia Given as an Instructor in Nursing at \$10,500 for the 1970-71 Academic Year 39 weeks, effective September 8, 1970.

WILLIAM RAINY HARPER COLLEGE

PERSONNEL DATA FORM FOR RECOMMENDATION TO BOARD OF TRUSTEES

CANDIDATE Mrs. Sharon N. McDonnell

FIELD (Suggested Teaching Area) Nursing Life & Health Sciences DIVISION

PREPARATION Chicago Wesley Hospital School of Nursing - RN - 1964

(Degree, School, Year Received & Semester Hours in Teaching Field) Northwestern University - 120 hours -BSN - 1965

HOURS BEYOND HIGHEST DEGREE IN TEACHING FIELD

MAJOR AREAS Foundations & Medical Surgical Nursing

EXPERIENCE IN EDUCATION (Dates, Locations, Positions, etc.) S. Chicago Hosp. Sch. of Nursing - Instructor - 65-67

Thornton Community College - Instructor - 67-69

Harper College (1/2 time) - Instructor - 69-70

OTHER EXPERIENCE Staff nurse - Jackson Park Hosp (pt-time) 1964-65

Customs inspector - O'Hare Airport 1968

HONORS & DISTINCTIONS Academic Honors in Nursing School

Freshman Honors - Purdue University

PERSONAL (Age, Marital Status, Children, Address. Etc.)

RANK & SALARY Instructor, \$9,500

RECOMMENDED BY R. L. DePalma DIVISION CHAIRMAN

R. B. Comack DEAN

M. Schauer VICE PRESIDENT

PRESIDENT

WILLIAM RAINEY HARPER COLLEGE

PERSONNEL DATA FORM FOR RECOMMENDATION TO BOARD OF TRUSTEES

CANDIDATE Mrs. Jean H. Genster

FIELD (Suggested Teaching Area) Nursing Life & Health Sciences
DIVISION

PREPARATION University of Delaware - R.N., B.S. - 1960
(Degree, School, Year Received & Semester Hours in Teaching Field) Semester hours - 150 (level-B.S.)

HOURS BEYOND HIGHEST DEGREE IN TEACHING FIELD Northern Illinois - 9 Semester hours towards M.S.N.

MAJOR AREAS Maternal-Child Health and Foundations of Nursing

EXPERIENCE IN EDUCATION See reverse side
(Dates, Locations, Positions, etc.)

OTHER EXPERIENCE See reverse side

HONORS & DISTINCTIONS Beta, Beta, Beta - Honorary Biology Society

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

RANK & SALARY Instructor \$10,145

RECOMMENDED BY R. L. DePalma DIVISION CHAIRMAN

R. B. Cormack DEAN

C. Schauer VICE PRESIDENT

PRESIDENT

TEACHING EXPERIENCE

| | | |
|-----------------------|---|-----------------------|
| 1960-61 | Delaware Hospital School of Nursing Wilmington, Delaware Instructor Basic Science Med. - Surg. | 1 year |
| 1962-67 | St. Francis Hospital School of Nursing Evanston, Illinois Instructor, Maternal-Child Health | 5 years |
| 1967- 1st semester | Triton College River Grove, Illinois Instructor, Practical Nursing Program | $\frac{1}{2}$ year |
| 1968-69 | Triton College River Grove, Illinois Instructor, A. D. Program (pt-time) | $\frac{1}{2}$ year |
| 1969-70 | Harper College Palatine, Illinois Instructor, A. D. Program (pt-time) | $\frac{1}{2}$ year |
| | | <hr/> |
| | | 7 $\frac{1}{2}$ years |

OTHER EXPERIENCE

| | | |
|---------------|--|-----------------------|
| 1961-6 months | Delaware Hospital & Memorial Hospital Wilmington, Delaware Private Duty | $\frac{1}{2}$ year |
| 1967-70 | St. Alexius Hospital Elk Grove, Illinois Staff & Charge Nurse, Intensive Care (9 mo. full time 27 mo. part time) | 1 $\frac{3}{4}$ years |

WILLIAM RAINEY HARPER COLLEGE

PERSONNEL DATA FORM FOR RECOMMENDATION TO BOARD OF TRUSTEES

CANDIDATE

Miss Jeannette M. Halle

FIELD (Suggested Teaching Area)

AD Nursing

Life & Health Sciences

DIVISION

PREPARATION

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

| | | | |
|--------------------------------------|----------|----|------|
| St Anne's Hospital School of Nursing | | RN | 1950 |
| Loyola University | 142 hrs. | BS | 1958 |
| Wayne State University | 49 hrs. | MS | 1965 |

HOURS BEYOND HIGHEST
DEGREE IN TEACHING
FIELD

MAJOR AREAS

Medical - Surgical Nursing

EXPERIENCE IN EDUCATION
(Dates, Locations, Positions, etc.)

| | | |
|--|-----------|--------|
| Instructor, St. Elizabeth Hosp. Sch. of Nsg. | 1958 - 62 | 4 yrs. |
| Asst. Director of Nrsg. - Resurrection Hosp. | 1966 - 68 | 2 yrs. |

OTHER EXPERIENCE

| | | |
|--|-----------|--------|
| Staff Nurse, St. Anne's Hospital | 1950 - 51 | 1 yr. |
| Staff Nurse, Columbus Hospital | 1951 - 52 | 1 yr. |
| Director of Student Health, St. Anne's Hosp. | 1952 - 53 | 1 yr. |
| Staff Nurse, University of Ill. | 1953 - 58 | 5 yrs. |
| Nurse Supervisor, Pres. St. Lukes | 1962 - 64 | 2 yrs. |
| Dir. of Nsg. Service - Resurrection Hosp. | 1968 - 70 | 2 yrs. |

HONORS &
DISTINCTIONS

National Honor Society; very active in professional organization

PERSONAL
(Age, Marital Status, Children,
Address. Etc.)

RANK & SALARY

Assistant Professor, \$12,500

RECOMMENDED BY

| | |
|-----------------------|-------------------|
| <i>R. L. De Palma</i> | DIVISION CHAIRMAN |
| <i>R. B. Cormack</i> | DEAN |
| <i>Ch. Schauer</i> | VICE PRESIDENT |
| | PRESIDENT |

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

WILLIAM RAINEY HARPER COLLEGE

PERSONNEL DATA FORM FOR RECOMMENDATION TO BOARD OF TRUSTEES

CANDIDATE Mrs. Charlotte Rappsilber

FIELD (Suggested Teaching Area) AD Nursing Life & Health Sciences DIVISION

PREPARATION Oklahoma University, School of Nursing RN 1947

(Degree, School, Year Received & Semester Hours in Teaching Field) San Francisco State College, 180 hrs. BA 1959

School of Aviation - San Antonio - Flight Nurse Certificate 1950

University of California at San Francisco 30 hrs. MS 1963

HOURS BEYOND HIGHEST DEGREE IN TEACHING FIELD

MAJOR AREAS Public Health & Education

EXPERIENCE IN EDUCATION Instructor in Practical Nursing 1968 - 6 mo.

(Dates, Locations, Positions, etc.) Instructor at Maine Jr. College 1965 - 66 6 mo.

Instructor - Oklahoma State University 1947 - 48 1 yr.

OTHER EXPERIENCE Staff Nurse & Supervisor 1954 - 55 1 yr.

Part-time staff, school nurse, 1958 - 64 2 yr (equiv)

public health nurse U.S.A.F. - Staff Nurse 1948 - 52 3 1/3 yrs.

HONORS & DISTINCTIONS

[Redacted]

PERSONAL (Age, Marital Status, Children, Address. Etc.)

[Redacted]

RANK & SALARY Instructor, \$10,500

RECOMMENDED BY R. L. DePalma DIVISION CHAIRMAN

R. B. Cernack DEAN

C. Schuer VICE PRESIDENT

PRESIDENT

WILLIAM RAINEY HARPER COLLEGE

PERSONNEL DATA FORM FOR RECOMMENDATION TO BOARD OF TRUSTEES

CANDIDATE Mrs. Cynthia Given

FIELD (Suggested Teaching Area) AD Nursing Life & Health Sciences DIVISION

PREPARATION Duke University, BSN, 1957 DePaul University, MS, 1968

HOURS BEYOND HIGHEST DEGREE IN TEACHING FIELD

MAJOR AREAS Medical - Surgical Nursing

Table with 4 columns: Experience in Education, Dates, Locations, Positions, etc., University of Cincinnati, Texas Woman's University, Dixie Hospital School Practical Nsg., Norfolk Gen'l Hosp. Sch. of Pract. Nsg., Duke University, 1966-67, 1964, 1960-61, 1961-62, 1958-60, 1 yr., 6 mo., 1 yr., 1 yr., 2 yrs.

Table with 4 columns: Other Experience, OR. Supervisor & Private Duty Nurse, Staff Nurse, 1957-58, 1963, 6 mo., 3 mo.

HONORS & DISTINCTIONS Nursing Honors - Duke University Graduated with Distinction - DePaul University

PERSONAL (Age, Marital Status, Children, Address, Etc.) [Redacted]

RANK & SALARY Instructor - \$10,500

RECOMMENDED BY R.L. DePalma DIVISION CHAIRMAN R.B. Cormack DEAN [Signature] VICE PRESIDENT [Signature] PRESIDENT

I. SUBJECT

Employment of College Nurse

II. REASON FOR CONSIDERATION BY THE BOARD

To fill a current position due to the resignation of our 1969-70 nurse.

III. BACKGROUND INFORMATION

Numerous candidates responded to our ad and ten were interviewed by Harper personnel. Mrs. McKay was rated number one by the three evaluators. Her counseling and guidance skills are assets which are needed in her role as a community college nurse.

IV. RECOMMENDED ACTION

Recommend the hiring of Mrs. Elizabeth McKay for the position of college nurse.

BOARD INFORMATION SHEET
WILLIAM RAINEY HARPER COLLEGE

AREA Student Affairs

CANDIDATE

Mrs. Elizabeth McKay R.N.

FIELD

College Nurse

PREPARATION

(Degree, School,
Semester Hours in
Subject Field)

B.S. Ohio State University 157 sem.hrs. Nursing
M.S. Ohio State University 42 " " Nursing Ed
Minor in Counseling
and Guidance

MAJOR AREAS

TEACHING EXPERIENCE

(If applicable)
Dates and positions

Fundamentals of Nursing Ohio State

Taught full time for one year preceding her Masters
and 2½ years following Masters. All at Ohio
State University, from 9-60 to 9-66

OTHER EXPERIENCE

Charge Duty & Private Duty Nursing, Lake County
Memorial Hospital, Painesville, Ohio

HONORS AND
DISTINCTIONS

Received federal grant to pursue Masters degree
Torch Club, Sigma Theta Tau

PERSONAL

(Age, Marital Status,
Children, Address)

[REDACTED]

[REDACTED]

[REDACTED]

RANK & SALARY

Instructor \$10,000 for 10 months

RECOMMENDED BY
(Signatures)

August 17, 1970 thru June 11, 1971

Guerrin A. Fischer Dean of Guidance

FOR BOARD ACTION

I. SUBJECT:

Recommendation for the adoption and implementation of a rubbish control system.

II. INFORMATION:

Advertisements are being run and bids being solicited for the purchase and installation of a rubbish control system. The Vice President of Business Affairs seeks approval of the Board to accept and evaluate proposals to determine the apparent low, qualified bidder on the specified system.

III. SUMMARY:

After a detailed study by the Physical Plant Division of the present and future rubbish removal requirements of our campus, we have isolated the problem, as it exists on our campus, with regard to trash removal. The problem is stated as follows.

1. The incinerator installed adjacent to the Power Plant does not have capacity to handle 18-20 uncompacted yards of trash per eight hour shift.
2. Roads and Grounds Department spends 7½ man hours per day burning trash in the incinerator plus the use of the 1½ ton dump truck.
3. Anti-pollution laws of the county will preclude the use of the incinerator, because it exhausts into the atmosphere.
4. An additional four man hours are spent in collecting the trash from various locations on the campus and transporting it to the incinerator.

III. SUMMARY (cont.)

5. Assigning the value of \$20.00 per hour as cost of the truck and a man hour cost (including fringe benefits) at \$5.50 per hours, we are spending \$123.50 per day on our trash operation. Projecting this cost over 260 working days, we find a cost of \$32,110.00 per year. A per yard cost of \$6.16 is absolutely unacceptable by any standard.

Several alternative solutions have been studied and discarded for various reasons. Such solutions are enumerated as follows:

1. Install incinerators in each building.
2. Place small containers at each building.
3. Increase the size of our existing incinerator.
4. Purchase a compression type garbage truck
5. Contract trash removal entirely

After several field trips, including a trip to the University of Illinois Campus at Champaign, we submit the following solution.

Install two stationary compactors on campus. A stationary compactor is a machine designed to be placed in or near a large trash generating point which is capable of ramming large volumes of rubbish into a separate closed steel container, thus substantially increasing the density for more efficient transportation and use of space.

We propose to locate one compactor at the lower dock service area, Building "A", with a 20 cubic yard hauling container. The hauling container is a large detachable truck body which can be placed adjacent to a stationary compactor for the purpose of receiving rubbish under extremely high pressure. The second location for the stationary compactor is the loading dock on the south side of Building "F". Here we propose to install a 33 yard hauling container.

Our experience with rubbish volume during the 1969-70 academic year indicates that we will have daily trash accumulation as follows:

| <u>Location</u> | <u>Uncompacted</u> | <u>Compacted</u> |
|-------------------------|--------------------|------------------|
| No. 1 (Bldg's A,B,C) | 11.5yds | 2.3 yds |
| No. 2 (Bldg's D,E,F,FH) | 5.0yds | 1.0 yds |

With the building additions proposed in Phase II-A, we feel that both additions can be handled by Unit No. 2.

At the accumulation rate herein stated, the removal cost per month, on the basis of \$3.00 per compacted yard, would be cauculated as follows:

| <u>Unit</u> | <u>Compacted Yardage</u> | <u>Cost per Haul</u> | <u>No.Hauls per Mo.</u> | <u>Monthly Cost</u> |
|-------------|--------------------------|----------------------|-------------------------|---------------------|
| 1 | 20 | \$60.00 | 2 | \$120.00 |
| 2 | <u>33</u> | <u>\$99.00</u> | <u>1</u> | <u>\$ 99.00</u> |
| | 53 | \$159.00 | 3 | \$219.00 |

Based on the above haulage estimates, we can anticipate an annual cost of \$2628.00 for 636 compacted yards or 3180 uncompacted yards, making the cost per uncompacted yard approximately \$.83 for haulage. We estimate the cost of the compactors installed, with the hauling containers to be approximately \$14,000. Based on a 270 month depreciation schedule, this equipment will cost \$53.00 per month, or \$636.00 per year. We estimate the utility costs and maintenance on the compactor to average \$260.00 per year.

Adding the haulage cost, depreciation, and operating cost, we estimate a total cost of \$.92 per uncompacted cubic yard compared to our present cost of \$6.16 per uncompacted yard, plus the operating cost of the incinerator.

In addition to steps outlined thus far, we plan to round out this system by eliminating the use of trash barrels. Using trash barrels causes duplication of labor effort; that is, returning the barrel, plus the fact that the configuration of the barrel does not readily lend itself to all types of trash and rubbish. We propose to use 10 cubic foot, heavy gauge paper bags as the trash and rubbish container. Once

filled and sealed, the bag container will be trucked by the custodian to the hopper of the stationary compactor and rammed into the hauling container. This activity eliminates the use of our 1½ ton truck and the Roads and Grounds crew.

IV. RECOMMENDATION:

The administration, based on the stated rationale and the plans and specifications for Project No. 70-4, recommends that the Board empower the Vice President of Business Affairs to proceed with the project, accept and evaluate proposals for award by the Board.

WILLIAM RAINEY HARPER COLLEGE
Physical Plant Division
Palatine, Illinois

SPECIFICATION NO. 70-4

Project No. 70-4

Invitation to Bid No. Q-1206

Specifications for Purchase and Installation of Two 1½ Cubic Yard Stationary Compactors and Two Hauling Containers, One 20 Cubic Yard and One Thirty Three Cubic Yard Capacities

Guarantee of Work

The contractor and all sub-contractors shall guarantee materials and workmanship for a period of one year from the date of acceptance by the College. All equipment warranties shall be submitted to the Director of Physical Plant for review and notation.

Drawings and Specifications

Drawings and specifications are designed to complement each other. If a conflict arises between drawing and specification, the contractor is required to advise the Director of Physical Plant for clarification on intention before proceeding with the work.

Building Permits and Fees

Building permits, fees and taxes required by state or local authority will be provided by the contractor.

Insurance

Contractor's risk, liability and workmen's compensation required by law shall be in effect during the period of work. The contractor shall furnish the College with a certificate of insurance coverage prior to the start of work.

Errors or Omissions

The contractor or his authorized representative shall inform the Director of Physical Plant of any error in plans, specifications, or work procedures which appear to be in conflict with accepted building practice, in violation of building codes.

Delays

The contractor shall notify the Director of Physical Plant in writing of any delay in the completion of the work as soon as it is known.

Job Cleanliness

The contractor shall maintain a neat, clean work area at all times. The work area shall be cleaned, scrap removed, and material neatly and safely stored at the end of each working day. The contractor is required to provide safety equipment for his employees while they are engaged in hazardous work.

DESCRIPTION OF THE WORK

The College desires to purchase and install two 1½ cubic yard rubbish compacting machines at the lower receiving dock in the College Center and the receiving dock at the Learning Resources Center located on the campus, Algonquin and Roselle Roads, Palatine, Illinois. The work covered by these specifications consists of the delivery on the compactors and their installation, including all necessary utilities, structural work, equipment, labor and material to provide the rubbish compaction operation on a "turn-key" basis. As a part of this work, the contractor shall supply two hauling containers, constructed of steel, which can be placed adjacent to the stationary compactor for the purpose of receiving rubbish under extremely high pressure.

STANDARDS

The following national codes are applicable to all work concerned in these specifications.

1. NEMA - National Electric Manufacturers Association
2. UL - Underwriter's Laboratories, Inc.
3. SLU - Standards of Local Utilities
4. ASME - American Society of Mechanical Engineers
5. NESC - National Electric Safety Code

CERTIFICATES OF INSPECTION

Invoices submitted for payment must be signed by the College Supervisor of Utilities and approved by the Director of Physical Plant.

SECTION I. Compactor Specifications

| | |
|--------------------|-------------------------------|
| Overall Dimensions | 96" |
| Hopper Length | 36" |
| Hopper Volume | 1½ Cubic Yards |
| Ram Displacement | 130 Cubic Yards per Hour |
| Ram Area | 54"x36" - 13½ Sq.Ft. |
| Ram Force | 30,000, lbs. 22,00 lbs/Sq.Ft. |

Hydraulic System

Operating System - (Pressure 1200 PSI)
Pump Delivery (Minimum) 14 Gallons per Minute
Pump Type - Vane, Rated at 1500 PSI
Valve - 4-way, Single Spool, Pilot Operated, Double Solenoid.
Cylinders - Two (2) 4" Diameter Bore, 3" Diameter Rod,
64" Stroke, Synchronized by Positive Feedback Mechanism

Electrical System

Motor - 7½ H.P., 1800 RPM, Ball Bearing, Drip Proof
3 Phase, 480 Volts
Power Input - 480 Volts
Starter - Magnetic, Size 1, All Phases Have Magnetic Overload
Relay Protection
Control Circuit - 110 Volts
Control Switches - Heavy Duty, Industrial Type
All Circuits Shall Be Enclosed in Oil Tight Conduit
Control Head - Shall Be Oil Tight, Weather Proof, Start,
Stop, Selector and Boost Switch

Structural Components

Major Frame Members 6" - 10.5 lb. Channel
Minor Frame Members 4" - 5.4 lb Channel
Enclosure - 3/16" Steel Plate
Hopper Bottom - Reinforced to 3/8" Total Thickness
Ram Face - 1/4" Tread Plate.

Control Functions

Stop Button - Stops Motion at Any Stage of Stroke.
Selector Switch - Automatic Position, Ram Continues to
Recycle
Manual Start Position, Ram Stops Automatically
at Both Ends of the Stroke
Boost Button - Cancels Pressure Reverse Signal and Raises
Operating Pressure from 1200 PSI to 1500 PSI
An under frame and attaching device will be provided which is
compatible with the huge-haul hoisting system as manufactured
by the Heil Company of Milwaukee, Wisconsin. Two 1/2" forged
grab hooks will be provided and located on the sides and as
near the charging end as possible. Anchorage of these hooks
must withstand a tension load of at least 25,000 lbs., each
applied toward the charging end of the container.

Extra Equipment

Four (4) swivel casters - Forged Steel 1500 lb. Capacity
One (1) 4-Wire Coiled Power Cable
One (1) 7-Wire Coiled Control Cable

Adjustable Deck

One adjustable deck shall be furnished with each compactor, including required attaching hardware. It shall be furnished with an intermediate load support, and mount parallel to the grade level.

Hopper Funnel - Deck Loading Type

Each Compactor shall be equipped with a hopper funnel having a capacity of two (2) cubic yards, constructed from 10 gauge steel plate (sides and front), the slanted bottom shall be constructed of $\frac{1}{4}$ " steel plate. Reinforcement and framing shall be $\frac{1}{4}$ "x2"x2" angle.

SECTION II. Receiving Containers

The contractor shall provide and install two receiving containers as follows:

| |
|---|
| One (1) Twenty Cubic Yard Container - College Center |
| One (1) Thirty Three Cubic Yard Container - Learning Resources Center |

Material

Sides, ends and tops - 10 gauge sheet steel
Bottom - 3/16" Steel Plate
Reinforcements - 3" (4.1 lb.) Channel
Longitudinal Rails - 6" (8.2 lb) Channels (Boxed).

33 CUBIC YARD CONTAINER

General

This specification is for a special closed refuse container which will attach to a hydraulic packing machine for the purpose of collecting high density loads of general rubbish.

Attachments

Secured along the lower edge and along the other 3 edges by spring hooks.

Configuration and Dimensions

The basic configuration of the container shall be that of a rectangular box tapering to a larger cross section at the rear or discharging end. All walls are to be completely closed except the large end. The overall length shall not exceed 18'6", the overall width 95 $\frac{1}{2}$ " and the overall height of 98".

1. A taper of 10.8" measured vertically shall be built into the container cross section.
2. A taper of 4" measured horizontally will be built into the cross section.
3. Both the front and discharge ends will be at right angles with the container roof.
4. The floor, sidewalls and roof will be smooth and free from constricting projections of any kind that would cause resistance to the discharging action.

33 CUBIC YARD CONTAINER (cont.)

Doors

A one-piece discharge door will be provided which covers the entire end of the container cross section. This door will be hung on hinges or chains but will be capable of clearing the discharge end for free dumping action. It will be secured in closed position by not less than four heavy duty positive type locking devices. It will be designed in such a way that contact with the ground during dumping operation will not damage the container (at grade level).

A loading entrance will be provided which will be compatible in size and location with the hydraulic packing device. This entrance will be built into the discharging door herein described. It will be closed when in transit by a heavy tarpaulin permanently.

Structural

The floor will be made of not less than 3/16" mild steel plate, the side walls, roof and front end of not less than 10 gauge mild steel plate. The opening end will be framed in not less than 6" - 8.2 lb. channel. Vertical and horizontal cross section reinforcements will be made of not less than 3" - 4.1 lb. channel located on centers not to exceed 30" apart.

Under frame runners will be made of not less than 6" - 8.2 lb. channel boxed across the open flanges by a 1/4" plate member.

20 CUBIC YARD CONTAINER

General

This specification is for a special closed refuse container which will attach to a hydraulic packing machine for the purpose of collecting high density loads of general rubbish.

Attachments

Secured along the lower edge and along the other 3 edges by spring hooks.

Configuration and Dimensions

The basic configuration of the container shall be that of a rectangular box tapering to a larger cross section at the rear or discharging end. All walls are to be completely closed except the large end. The overall length shall not exceed 16'0", the overall width 93", and the overall height of 60".

20 CUBIC YARD CONTAINER

Configuration and Dimensions (cont.)

1. Horizontal and vertical taper will be not less than 5".
2. Front and discharge ends will be at right angles with the container roof.
3. The floor, sidewalls, and roof will be smooth and free from constricting projections of any kind that would cause resistance to the discharging action.

Doors

A one-piece discharge door will be provided which covers the entire end of the container cross section. This door will be hung on hinges or chains but will be capable of clearing the discharge end for free dumping action. It will be secured in closed position by not less than four heavy duty positive type locking devices. It will be designed in such a way that contact with the ground during dumping operation will not damage the container (at grade level).

A loading entrance will be provided which will be compatible in size and location with the hydraulic packing device. This entrance will be built into the discharging door herein described. It will be closed when in transit by a heavy tarpaulin permanently.

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Under frame runners will be made of not less than 6" - 8.2 lb. channel boxed across the open flanges by a 1/4" plate member.

Painting - Containers

The following specifications for painting and finishing is not intended to mention every particular item which receives painter's finish, but it is intended to establish the type, quality, and colors of finishes to be applied.

- A. Color - Charcoal Gray
- B. Preparation of Surface - Clean grease and oil from metal surfaces with turpentine or mineral spirits before applying any materials. Remove rust and scale before painting and treat with rusticide. Touch up, welds, scratches and

scuff marks with metal protective primer (primer shall match initial coat). Fill all dents and scratches with spot putty DFL-40 by Ditelor Color Division, and sand level and smooth before painting. Before applying first coat of paint, pretreat with Pratt and Lambert No. 46 pretreatment and activator.

Shop Coat - One coat Pratt & Lambert No. 25 Zinc Chromate Primer

Finish - Two coats Pratt & Lambert Effecto Enamel

SECTION III - Electrical

The power input shall be 480 volts, 3 phase, 60 cycle. The contractor shall furnish and install in the owner's Motor Control Center the necessary starting and disconnect switches, which shall be manufactured by the Square D Company.

Location No. 1 - Subcentral Mechanical Room "A"

Location No. 2 - Subcentral Mechanical Room "C"

All circuits shall be inclosed in rigid conduit. All switches shall be heavy duty, rated 600 volts a.c., with contacts rated twice the normal load. The 7.5 H.P. motors shall be controlled through NEMA size #1, magnetic starters which shall have three overload relays, each motor shall have a thermalmagnetic circuit breaker for disconnect and branch circuit overcurrent protection. This combination starter shall be installed in a spare space in the owner's Motor Control Centers located in Buildings "A" and "F".

A 480/110 volt stepdown transformer shall be furnished and installed at each location of sufficient capacity to energize the magnetic holding coils, lighting load and all control functions. All wiring shall be in conformance with the 1969 Edition of the National Electric Code, including all subsequently published addenda thereto, and with any applicable local electrical codes.

The Motors shall be induction type, with drip-proof enclosures. The starting and operating torques shall be of such characteristics as to provide satisfactory operation under the design loads, without overloading the motor and without infringing upon the NEMA 15% service factor.

Special Moisture-resistant insulation shall be used and special rust-preventative compounds shall be used to coat the rotor and stator air gap surfaces, to protect the motors against high humidity conditions.

The motors shall be in conformance with the construction, test, performance and manufacturing standards of the National Electrical Manufacturers Association.

Mechanical

The motor and pump drive shall be in direct line having a positively engaged cushioned coupling.

The ram assembly shall be carried on at least 4 heavy rollers to avoid undue frictional losses.

All moving parts shall be provided with lubrication points clearly marked as to type of lubricant to be applied.

Ram alignment shall be held by a position feedback type cylinder synchronizer which will automatically divert oil to the cylinder carrying the heavier load.

All hydraulic fittings shall be forged or machined steel, rated at twice the normal operating pressure.

The relief valve shall be rated at the setting of 1500 lbs. per square inch.

Installation

The compactor shall be installed in accord with manufacturer's recommendations. Anchor bolts shall be set in the concrete at the "A" location. The compactor to be installed at the "F" location will be placed on two 18" concrete beams, poured in place by the contractor, and in accord with the plan. The centerlines of the poured-in-place concrete beam shall match the longitudinal anchor bolt hole and located so that the weight of the compactor is equally distributed.

SECTION IV. Other Requirements

Parking Regulations

The contractor agrees to comply with all parking and traffic regulations established by the College for the orderly movement of traffic on the campus.

Supervision

The contractor shall furnish the services of a full-time qualified supervisor to oversee and control the work. This supervisor is responsible for maintaining working schedules and planning work so that there is a minimum of interruption to College classes and College personnel.

Inspection of the Site

The contractor is required to visit the site of the work to familiarize himself with any and all conditions which will affect his performance of this specification.

Payment

Payment for work described in this specification will be made to the contractor when the work is completed and accepted by the Director of Physical Plant and the bill is approved by the College Board of Trustees.

Rejection

The College reserves the right to reject any or all proposals submitted against the work outlined in these specifications.

Subcontractors

The successful contractor shall control the activity of any and all subcontractors hired to assist him in the completion of the work.



40'-0"

V-I-P PARKING

ENTRY

SERVICE COURT

BASEMENT - BLDG "A"

94'-0"

PLAN

20 CYRD
CONTAINER

1 1/2 CYRD COMPACTOR

DOCK

DELIVERY DOCK

FLOOR

28'-¹¹/₈"

SECTION A-D

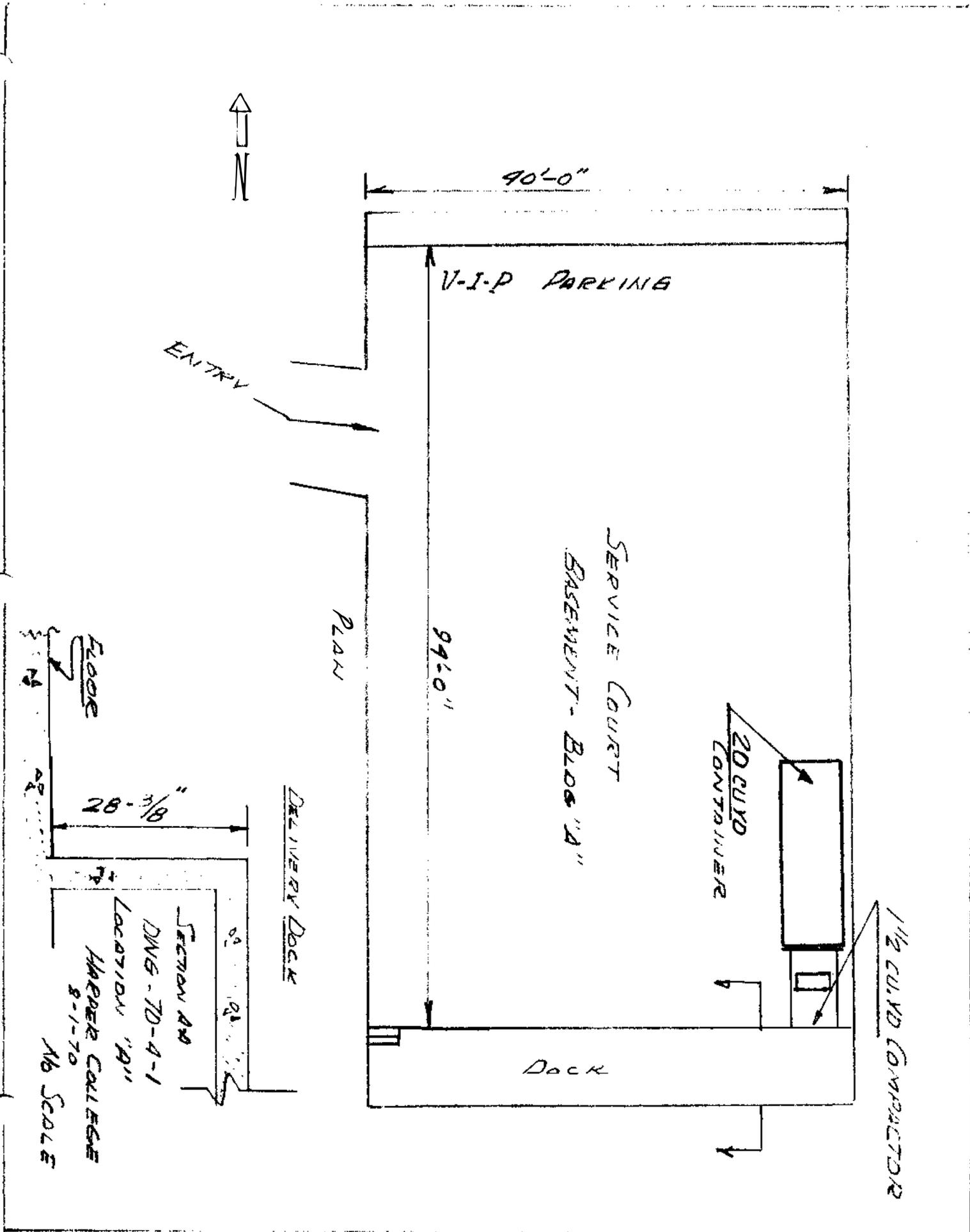
DWG - TD-4-1

LOCATION "A"

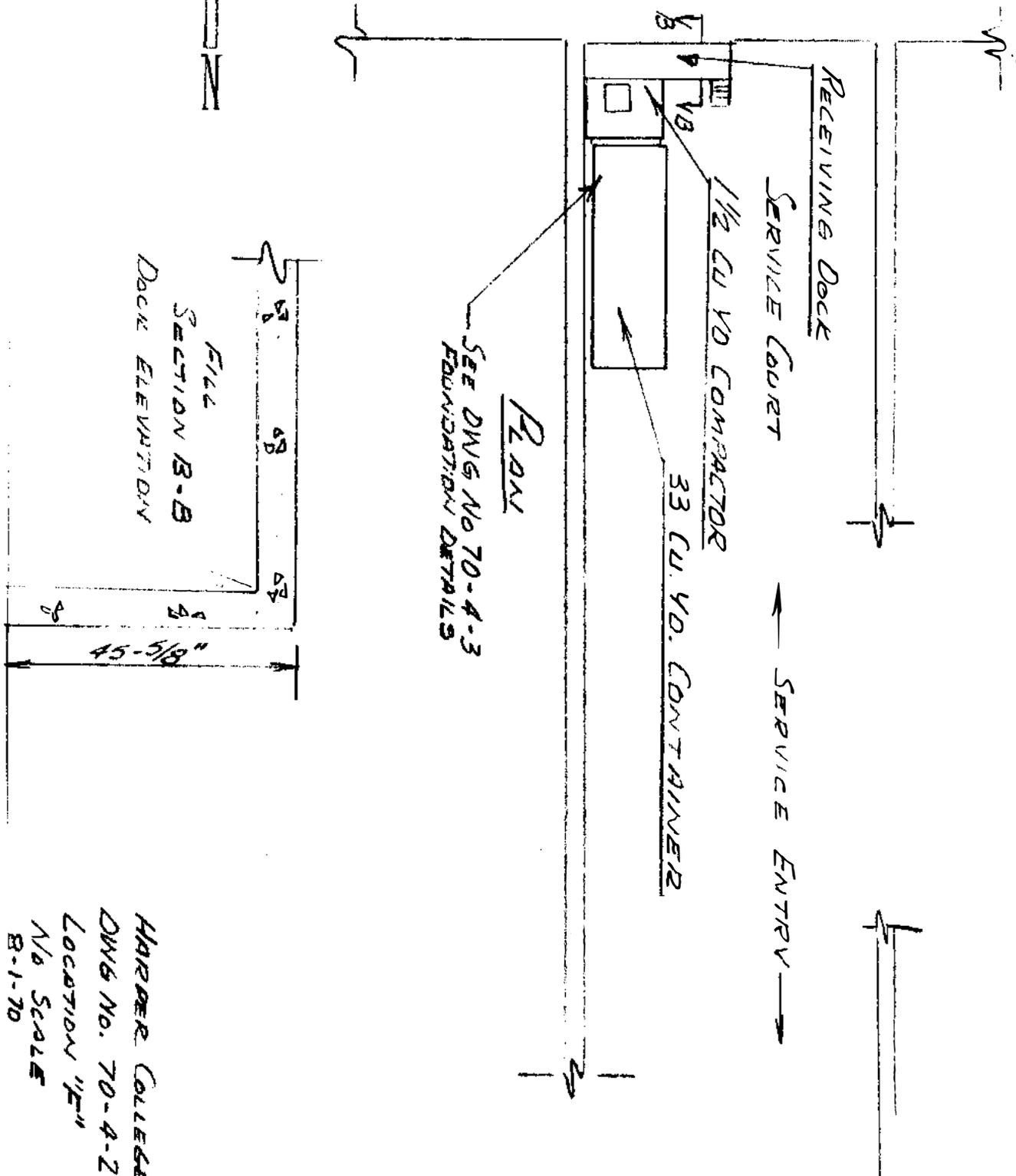
HARPER COLLEGE

8-1-70

MS SCALE



BLDG 'F'
LEARNING RESOURCES CENTER



SEE DWG NO 70-4-3
FOUNDATION DETAILS

PLAN

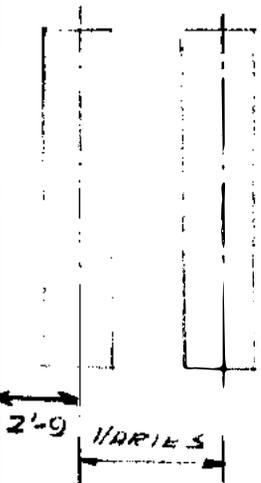
SECTION B-B
DOCK ELEVATION

HARDER COLLEGE
DWG NO. 70-4-2
LOCATION "F"
1/8" SCALE
8-1-70

BUILDING "F"

RECEIVING DOCK

RETAINING WALL
COMPACTOR FOUNDATION
Row



CONCRETE - 3000 W-28 DAYS
BEAM DETAIL
1/2" = 1'-0"



NOTE: CONTRACTOR SHALL REMOVE BLOCKS AND EXCAVATE TO FORM BEAMS CENTER LINES OF BEAMS SHALL MATCH ANCHOR BOLT CENTERLINES OF COMPACTOR TO BE INSTALLED. MAKE TENDRATS AND SET ANCHOR BOLTS PRIOR TO POUR.

HARPER COLLEGE
DWG No. 70-4-3
LOCATION: F
SCALE: AS SHOWN
8-1-70

August 13, 1970

I. SUBJECT

Fee Structure for Harper Community Counseling Center

II. REASON FOR CONSIDERATION BY THE BOARD

This is an innovative community college service typically offered by universities and private agencies.

III. BACKGROUND INFORMATION

Many variables led to our recommending a community counseling center to the Board. For example, accreditation from the American Board on Counseling Services, Inc., constant phone calls from non-Harper adults requesting this service, high school personnel referring students to us, a survey of local community needs accomplished in concert with personnel from Northwest Mental Health Clinic, etc. A service such as this adds to the comprehensiveness of the community junior college.

IV. RECOMMENDED ACTION

Recommend Board approval of the Harper Community Counseling Center fee structure, subject to review at mid-year.

WILLIAM RAINEY HARPER COLLEGE

Community Counseling Center
Algonquin & Roselle Roads
Palatine, Illinois 60067

Educational-Vocational Guidance Service

Age Range: High School and older
Fee for Battery: \$85.00

The interviewing process, test administration, and interpretation of results will require approximately two days at the center.

Each client will receive an oral interpretation and a summary profile of the test results at no extra charge. A written report, upon request, would be available for an additional fee of \$25.00.

If further vocational or educational counseling is evident as a result of testing, realistic fees would be based on the client's ability to pay.

Personal Counseling

Age Range: High School and older

The community counseling center fee structure for individual counseling will be based on the hourly rate of \$25.00 per hour.

Group counseling will be provided at a maximum of \$35.00 per hour for five or more adults, or \$25.00 for less than five. The amounts are in line with other community agencies. Financial assistance may be discussed; however, departures from the rates would require the approval of the Center Director.

MEMORANDUM

AUGUST 3, 1970

TO: Dr. Robert E. Lahti

FROM: Dr. John A. Lucas

As requested by the Board at their June 11th meeting, six consulting firms were contacted concerning their possible interest in making a population forecast and future density estimate for this area. Two firms failed to respond. One firm, Real Estate Research Corporation, was unable to submit an estimate in time and another firm, Barton-Aschman Associates, Inc., declined on professional grounds. Two firms, The Mid-America Appraisal and Research Corporation, and the Environmental Planning and Research, Inc., both submitted estimates and copies are attached.



ENVIRONMENTAL PLANNING AND RESEARCH INC.
FINE ARTS BUILDING 410 SOUTH MICHIGAN AVENUE CHICAGO, ILLINOIS 60605 312/427-4769

July 16, 1970

Mr. John A. Lucas, Director
Office of Planning and Development
William Rainey Harper College
359-4200 Algonquin and Roselle Roads
Palatine, Illinois 60067

Dear Mr. Lucas:

We are pleased to submit herewith our proposal for professional services to provide twenty-five year population projections and age groups distributions for College District 512.

Our visit with you on July 8, 1970 and subsequent correspondence have provided us with an opportunity to obtain the necessary perspective and insight for formulating this proposal.

Should any questions have arisen since our last visit or develop as a result of this proposal, please feel free to call upon us for explanation or further discussion.

Very truly yours,

Carl R. Landino
ENVIRONMENTAL PLANNING AND RESEARCH, INC.

CRL/jat

Enclosure



A PROPOSAL
FOR
POPULATION PROJECTIONS
AND
AGE GROUP DISTRIBUTIONS
FOR
COLLEGE DISTRICT 512

Presented to the
William Rainey Harper College
Office of Planning and Development
Palatine, Illinois

By
Environmental Planning and Research, Inc.
410 South Michigan Avenue
Chicago, Illinois 60605



INTRODUCTION

This proposal outlines Environmental Planning and Research, Inc.'s (EPR) approach and related pertinent information regarding twenty-five year population projections and age groups distributions for College District 512.

I. SCOPE OF SERVICES

Base Data

The base data to be used in the forecasts will comprise population, dwelling unit and density characteristics as reported in the Censuses of 1950, 1960 and 1970, as well as the special studies of net residential densities completed by the Chicago Area Transportation Study (CATS) and materials derived from the April, 1970 aerial photography of the district, available from Northern Illinois Planning Commission (NIPC), particularly relating to vacant land available for development.

Methodology

The purpose of the analysis will be to forecast population densities by age groups*, within College District 512 for the period 1970-1995. To this end, an investigation will be made of past trends and of significant recent changes in trends that are affecting the location of new multi-family and high-density developments in the Chicago metropolitan area.

* Age group distribution will be provided, based on most appropriate age groupings per needs of Office of Planning and Development.



Forecasts will be made by:

- (a) extending the metropolitan density dynamics of the 1950-1970 period to the 1970-1995 period, to provide the perspective afforded by continuation of past trends; and
- (b) showing the consequences of changes in trends that have become evident in the last five years or appear likely to develop within the next decade.

The basic trend forecasts will utilize the allometric density-growth formulation:

$$(1 + r_d) = ad^{-k}$$

where

r_d is the density growth rate

d is base density

and a and k are parameters specific to the circumstances of the local area.

The validity of this expression is explored in detail in Chapter 9 of Brian J. L. Berry, Geographic Perspectives on Urban Systems (Prentice-Hall, 1970). Changes of trend are incorporated via the components-of-density accounting system indicated in Table I (attached hereto). In this system the additivity of the logarithm formulation enables the effects of changes in specific components of total densities to be isolated, and where significant changes are indicated, to be incorporated into an overall total density change model. Also,



of course, the likely effects of reasonable changes in components can be explored, to determine the sensitivities of forecasts to alternative assumptions about changes in trends.

2. TIME OF PERFORMANCE

Services will commence immediately upon publication of the preliminary 1970 Census data (anticipated to be published late August or early September and will be completed within ninety days (90) of such date.

3. COMPENSATION

For services rendered, the consultant will be paid the sum of Seventy-Five Hundred Dollars (\$7,500.00). Payment will be made in two equal installments as follows:

- (1) Upon submission of an invoice certifying to fifty percent (50%) completion; and
- (2) Upon submission of the final report.

4. PUBLICATION OF REPORT

Twenty five off-set printed copies of the final report will be prepared. The document will include all tables and charts necessary to support the findings.

The original typing and graphics will be submitted to the College.

TABLE I

| <i>Basic Variables</i> | <i>Component Ratios</i> |
|-------------------------|--|
| P = Population | $\frac{P}{FS}$ = Population per unit of floor space |
| FS = Floor space | $\frac{FS}{R}$ = Floor space per room |
| R = Rooms | $\frac{R}{HU}$ = Rooms per housing unit |
| HU = Housing units | $\frac{HU}{S}$ = Housing units per structure |
| S = Structures | $\frac{S}{RA}$ = Structures per unit of residential land |
| RA = Residential area | $\frac{RA}{TA}$ = Residential land per unit of all land |
| TA = Total area | |

The Identities

| | |
|-----------------------------|---|
| 1. Gross population density | $\frac{P}{TA} = \frac{P}{FS} \cdot \frac{FS}{R} \cdot \frac{R}{HU} \cdot \frac{HU}{S} \cdot \frac{S}{RA} \cdot \frac{RA}{TA}$ |
| 2. Net population density | $\frac{P}{RA} = \frac{P}{FS} \cdot \frac{FS}{R} \cdot \frac{R}{HU} \cdot \frac{HU}{S} \cdot \frac{S}{RA}$ |
| 3. Structure density | $\frac{P}{S} = \frac{P}{FS} \cdot \frac{FS}{R} \cdot \frac{R}{HU} \cdot \frac{HU}{S}$ |
| 4. Housing unit density | $\frac{P}{HU} = \frac{P}{FS} \cdot \frac{FS}{R} \cdot \frac{R}{HU}$ |
| 5. Room density | $\frac{P}{R} = \frac{P}{FS} \cdot \frac{FS}{R}$ |
| 6. Floor space density | $\frac{P}{FS} = \frac{P}{FS}$ |

Identities Expressed Logarithmically

1. $\log (P/TA) = \log (P/FS) + \log (FS/R) + \log (R/HU) + \log (HU/S) + \log (S/RA) + \log (RA/TA)$
2. $\log (P/RA) = \log (P/FS) + \log (FS/R) + \log (R/HU) + \log (HU/S) + \log (S/RA)$
3. $\log (P/S) = \log (P/FS) + \log (FS/R) + \log (R/HU) + \log (HU/S)$
4. $\log (P/HU) = \log (P/FS) + \log (FS/R) + \log (R/HU)$
5. $\log (P/R) = \log (P/FS) + \log (FS/R)$
6. $\log (P/FS) = \log (P/FS)$



REFERENCES

Mr. Jack Meltzer
Director, Center for Urban Studies
University of Chicago
5848 S. University Avenue
Chicago, Illinois 60637
(312) 643-0800 Ex. 4761

Mr. Donald B. Salyer
Director, Department of Planning and Redevelopment
City Hall
Cedar Rapids, Iowa 52401
(319) 398-5041.

Mr. Paul Zimmerer
Director, Mayors' Committee for Economic and Cultural Development
Civic Center
Chicago, Illinois 60602
(312) 744-4842

Mr. Gladstone L. Chandler, Jr.
Assistant City Manager for Community Development
City Hall
14340 Euclid Avenue
East Cleveland, Ohio 44112
(216) 681-5020 Ex. 289

Hon. Lloyd L. Turner, Mayor
City Hall
Waterloo, Iowa 50705
(319) 233-5246

Mr. John Curfman, Director
Planning Commission
P.O. Box 447
Sioux City, Iowa 51102
(712) 277-2121



July 23, 1970
File No. 70127

Dr. John Lucas, Director
Office of Planning and Development
William Rainey Harper College
Algonquin and Roselle Roads
Palatine, Illinois 60067

Dear Dr. Lucas:

I have appreciated the opportunity of our recent meeting to discuss your needs for a population projection.

I submit the following proposal for your consideration.

I. Subject

Prepare population projection for District 512 as per map enclosed with your July 9th correspondence.

II. Specifications

- (1) Projection term: 1970-1995
- (2) Internal time intervals: Single years to 1980; five-year intervals thereafter to term.
- (3) Population characteristics: Age by five-year intervals.

III. Approach

- (1) A comparative analysis of available population projections for the subject.
- (2) Preparation of a new projection based upon "components" method--i. e., separate treatment of fertility, mortality and net migration.
- (3) Evaluation of projection results in terms of recent trends in residential construction within the subject.

IV. Time

Sixty days from date of acceptance of a contract.

-2-

- V. Fee
Based upon estimated time for personnel assigned
to project: \$5,000 - \$6,000.

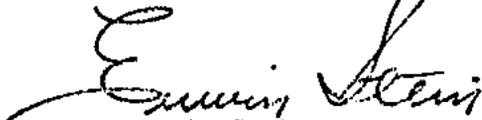
It is my understanding that estimates of college enrollment will be derived by your staff from the population projections furnished. Therefore, the preparation of such estimates is not included in the scope of work proposed here.

Kindly feel free to call upon us should you wish elaboration or clarification of any portion of this proposal.

We look forward to the prospect of working with you.

Sincerely,

MARC a Corporate Service Group



Erwin Stein
Vice-President and Secretary

ES:lg

COOPERATIVE AGREEMENT

THIS AGREEMENT entered into at Palatine, Illinois, this _____ day of _____, A. D. 19____, by and between William Rainey Harper College, Junior College District #512 and High School District #214.

The following agreement is effected by the proper authorizing bodies of both parties, each in independent status from the other. The agreement is to be governed by the following general concepts of cooperative action:

1. High School District #214 assumes full responsibility for approval by the appropriate approving bodies within the State of Illinois for the course to be taught at Harper College and known as "Orientation to Health Occupations".
2. District #214 will provide all students for said course. The maximum number of students will be 35.
3. Harper College will assume no responsibility for the safety of students while in transit to the college campus or to other facilities necessary to the effectation of this course.
4. Harper College will provide all agreements and schedules with hospitals, nursing homes, etc. which are considered necessary to facilitate the learning process as outlined in the proposal for said course. District #214 will pay Harper College the amount of \$800 for said scheduling.
5. Harper College will furnish the instructor and provide a room on the Harper College Campus for the instruction of said course.
6. District #214 will make it mandatory for students to carry the comprehensive student insurance plan if they are to participate in the Orientation to the Health Occupations Class (a copy of this insurance plan to be attached to this agreement).
7. District #214 will be responsible for all appropriate registration of students in said course and for the recording of grades, etc. at the conclusion of same.

For services of instruction and space on the Harper College Campus the following costs will be borne by District #214 payable to the Comptroller of Harper College on or before May 15, 1971.

FOR BOARD ACTION

I. Subject

Algonquin Road Improvement, temporary construction easement and purchase of right-of-way by State of Illinois.

II. Information

The administration has been informed that the State Highway Department requires two triangular parcels of College property to complete the Algonquin Road extension project. The area of right-of-way needed equals 0.69 acres. In addition, the Department of Public Works and Buildings has requested that the College grant a temporary construction easement for a period of 120 days covering access and egress to the 0.69 acre right-of-way parcel.

III. Summary

The Algonquin Road improvement (Project AG C20-2) will provide two twenty-four foot concrete highway lanes separated by a sixteen foot medial strip from the Illinois Route 53 cloverleaf to a point 120 feet west of the Algonquin-Roselle Road intersection. Improvement of Roselle Road from the intersection northward to the College Road "B" entry is included in the project.

The administration has committed the College in the amount of \$500.00 for the following addition to the project:

1. For the extension of the westbound left-turn storage bay to provide for maximum number of left turning vehicles from Algonquin Road to our campus Road "A",
2. To provide for the installation of electrical conduit to supply a future traffic control signal at the Algonquin-Road "A" intersection.

III. Summary (cont.)

A serious study has been made regarding the immediate installation of traffic control signal at the Algonquin-Road "A" intersection. The findings of this effort provide the following alternatives.

1. Install a traffic light equipped with left-turn controls which would operate automatically and could be hand controlled during high traffic volume periods by our Safety Department. It is estimated that the cost of such an installation is approximately \$38,000.
2. Postpone the installation of the traffic control signal to a later date, controlling the intersection with College Safety Officers during peak traffic volume periods. The monthly cost will approximate \$600 per month.
3. Hire contract police officers to control the traffic at peak volume periods at the intersection. The monthly cost of this alternative will exceed \$750 per month and will be possible only if sufficient Palatine Police officers are available for this detail.

The progress of the Euclid Avenue extension was delayed due to the Salt Creek Flood Water Project. The County Highway Department and the Conservation Service have now determined that the flood water control project would have only a minor effect on the Euclid Avenue extension construction. This county Highway will be two twenty-four foot lanes divided by a sixteen foot medial strip. A 200 foot left storage bay will be provided for westbound traffic turning onto the north campus road. The County is not providing an electrified traffic control signal at the Euclid-North Campus Road intersection at this time. They have indicated that they will install such a control as the need becomes apparent, and the left-turn frequency criteria is reached.

IV. Conclusions

It is concluded that both intersections, Algonquin and Euclid will be controlled by College Safety Officers until the traffic volume justifies installation of electrified

IV. Conclusions (cont.)

traffic control signals. The time period for this growth depends on many variables, a conservative estimate would be the school year 1972-73; at which time the College will have to bear the expense of the Algonquin signal.

One of the most important factors concerning the traffic flow patterns is the impact of the Euclid Avenue extension on college traffic. It is concluded that any monies received for the sale of college property, or easement fees be deposited in the Site and Construction Fund to be used for future construction.

V. Recommendation

The administration, based on the rationale herein stated, recommends the following Board action.

1. That the administration, assisted by the Board Attorney, be empowered to negotiate with the Illinois State Highway Department for the 0.69 acres of college property, known as Parcel No. 2, which will be condemned to allow the completion of the Algonquin Road improvement.
2. That the administration, assisted by the Board Attorney, be empowered to negotiate the temporary construction easements requested by the Illinois State Highway Department.
3. That the installation of electrified traffic control signals at the College Road "A"-Algonquin Road intersection be postponed until the traffic volume is at a level which cannot be adequately handled by traffic-control trained Campus Safety Officers and the impact of the Euclid Avenue extension opening can be evaluated in terms of changing campus traffic patterns.

VI. Related Correspondence

Letter of Offer dated July 24, 1970 from Attorney General
Letter of Offer dated July 16, 1970 from Attorney General
Letter of Offer dated July 14, 1970 from Attorney General



WILLIAM J. SCOTT
ATTORNEY GENERAL
STATE OF ILLINOIS

ADDRESS REPLY TO:

10444 S. KEDZIE AVENUE
CHICAGO, ILLINOIS 60655
TELEPHONE: 233-4182

July 24, 1970

| | |
|---------------------|--|
| Harper College | |
| B & G Division | |
| Director | |
| Maint. Supv. | |
| R & G Supv. | |
| Cust. Supv. | |
| Safety Supv. | |
| H & V Supv. | |
| EARL F. BARTHOLOMEW | |
| SPECIAL ASSISTANT | |
| ATTORNEY GENERAL | |
| Follow up | |

Via Certif. Mail
#487283
Ret. Rcpt. Req'd.

Mr. Robert J. Hughes
Harper College
Algonquin & Roselle Roads
Palatine, Illinois

Re: AG C20-2
Algonquin Road
Section 116-Y-1-R
Job. No. R-90-107-69
Parcel No. 2

Dear Mr. Hughes:

Pursuant to our letter to you of July 16th, The State of Illinois, through the Department of Public Works and Buildings, hereby offers the Board and all other parties that may have an interest in the real estate, legally described on the attached page (revised), the sum of Thirteen Thousand Seven Hundred Fifty-Eight (\$13,758.00) Dollars as just compensation for the aforesaid real property, free and clear of any and all taxes, encumbrances, liens and objections, as and in full payment for the taking of said property, including damage to the remainder, if any. This offer constitutes the State's full approved appraisal of the fair market value of the land to be acquired and the damage to the remainder, if any.

Again, please do not hesitate to write this office should you desire me to discuss and explain this matter to the Board.

If, however, we do not hear from you within ten days from the date of this letter, we will assume that you have rejected the offer.

Yours very truly,

DEPARTMENT OF PUBLIC WORKS AND
BUILDINGS OF THE STATE OF ILLINOIS

By Earl F. Bartholomew
Special Assistant Attorney General

Parcel 2
Board of Junior College-District 512

The east 17 feet of the west 50 feet of the South 400 feet of the Southeast 1/4 of the Southwest 1/4 of Section 28, Township 42 North, Range 10 East of the Third Principal Meridian, in Cook County, Illinois.

also

That part of the East 1/2 of the Northwest 1/4 of Section 33, Township and Range as aforesaid; bounded and described as follows:

Beginning at the intersection of the North line of Algonquin Road as per document 11194105, and the east line of Roselle Road; thence north along said east line to the north line of said East 1/2 of the Northwest 1/4 of Section 33; thence east along said north line a distance of 17 feet to a point; thence south parallel with said east line to a point normally distant 17 feet east of a point on said east line, said point being 50 feet north of the point of beginning; thence southeasterly to a point normally distant 20 feet northeasterly of a point on said north line of Algonquin Road, said point being 40 feet southeasterly of said point of beginning; thence southeasterly parallel with said north line of Algonquin Road a distance of 75 feet to a point; thence southeasterly along a line to a point on said north line of Algonquin Road, said point lying 572.6 feet southeasterly of said point of beginning; thence northwesterly along said north line of Algonquin Road to the point of beginning.

| | | |
|---------------|---|-------------|
| Total Holding | = | 66.27 Acres |
| Area Taken | = | .69 Acres |
| Remainder | = | 65.58 Acres |

R-90-107-69

LFC

5/13/70

Rev.

LFC

7/7/70



WILLIAM J. SCOTT
ATTORNEY GENERAL
STATE OF ILLINOIS

ADDRESS REPLY TO:
10444 S. KEDZIE AVENUE
CHICAGO, ILLINOIS 60655
TELEPHONE: 233-4182

July 16, 1970

EARL F. BARTHOLOMEW
SPECIAL ASSISTANT
ATTORNEY GENERAL

Mr. Robert J. Hughes
Harper College
Algonquin & Roselle Roads
Palatine, Illinois

Re: AG C20-2
Algonquin Road
Section 116-Y-1-R
R-90-107-79
Parcel 2

| | |
|----------------|--------------|
| Harper College | |
| B & G Division | |
| | Director |
| | Maint. Supv. |
| | R & G Supv. |
| | Cust. Supv. |
| | Safety Supv. |
| | H & V Supv. |
| | Storkeeper |
| | File |
| | Follow up |

Dear Mr. Hughes:

Please disregard our letter of July 13, 1970 which contained an offer for real property owned by Board of Junior College-District 512.

The State Highway Department has re-engineered the project and has decided to take a smaller amount of land. As soon as we have a new appraisal and engineering study, we will make you another offer. It, of course, will be in a lesser amount since the parcel required will be smaller.

Enclosed is a revised Exhibit "A", to be attached to the Temporary Construction Easement left with you for signature by the Board. Also enclosed is a revised plat showing the area now required by the State.

Thank you for your cooperation in this matter.

Very truly yours,

EARL F. BARTHOLOMEW
Special Assistant
Attorney General

EFB:nm
encls/2

Parcel 2
Board of Junior College-District 512

The east 17 feet of the west 50 feet of the South 400 feet of the Southeast 1/4 of the Southwest 1/4 of Section 28, Township 42 North, Range 10 East of the Third Principal Meridian, in Cook County, Illinois.

also

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| | | |
|---------------|---|-------------|
| Total Holding | = | 66.27 Acres |
| Area Taken | = | .69 Acres |
| Remainder | = | 65.58 Acres |

R-90-107-69
LFC
5/13/70

Rev.
LFC
7/7/70



WILLIAM J. SCOTT
ATTORNEY GENERAL
STATE OF ILLINOIS

ADDRESS REPLY TO:
10444 S. KEDZIE AVENUE
CHICAGO, ILLINOIS 60655
TELEPHONE: 233-4182

July 14, 1970

| | |
|---------------------|--------------|
| Harper College | |
| B & G Division | |
| | Director |
| | Maint. Supv. |
| | R & G Supv. |
| | Cust. Supv. |
| | Safety Supv. |
| | H & V Supv. |
| | Storekeeper |
| File | |
| EARL F. BARTHOLOMEW | |
| SPECIAL | Follow up |
| ATTORNEY GENERAL | |

Mr. Robert J. Hughes
Harper College
Algonquin & Roselle Roads
Palatine, Illinois

Re: AG C20-2
Algonquin Road
Section 116-Y-1-R
R-90-107-79
Parcel 2

Dear Mr. Hughes:

The Department of Public Works and Buildings of the State of Illinois is undertaking the construction of the above highway improvement. In order to construct this public improvement, however, it has become necessary for the State of Illinois to acquire real property, which is legally described on the attached page, owned by the Board of Junior College-District 512.

The Constitution of the State of Illinois and the Constitution of the United States guarantee that property cannot be taken for public use without the payment to the owner of "Just Compensation".

The State of Illinois, through the Department of Public Works and Buildings, hereby offers the Board and all other parties that may have an interest in the real estate, the sum of Twenty Thousand Five Hundred Ninety-One (\$20,591.00) Dollars as just compensation for the aforesaid real property, free and clear of any and all taxes, encumbrances, liens and objections, as and in full payment for the taking of said property, including damage to the remainder, if any. This offer constitutes the State's full approved appraisal of the fair market value of the land to be acquired and the damage to the remainder, if any.

I would be pleased to arrange an appointment with you, at your and the Board's convenience, to discuss this offer and to explain the full effect of the property acquisition, the necessity for the acquisition, and the steps available to the Board and the State, if the Board should elect to reject the State's offer.

Please call or write this office so that such meeting can be arranged in the very near future.

If, however, we do not hear from you within ten days from the date of this letter, we will assume that you have rejected the offer.

Enclosed is a brochure prepared by William J. Scott, Attorney General of the State of Illinois, entitled, "Eminent Domain and its Effect on your Property", which I hope will assist the members of the Board to a better understanding of the law in regard to the acquisition of this property.

Yours very truly,

DEPARTMENT OF PUBLIC WORKS AND
BUILDINGS OF THE STATE OF ILLINOIS

By 
Special Assistant Attorney General

EFB:nm
encls.
CERTIFIED MAIL #485018
RETURN RECEIPT REQUESTED

Parcel 2
Board of Junior College-District 512

The east 17 feet of the west 50 feet of the Southeast 1/4 of the Southwest 1/4 of Section 28, Township 42 North, Range 10 East of the Third Principal Meridian, in Cook County, Illinois.

also

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| | | |
|---------------|---|--------------|
| Total Holding | = | 174.64 Acres |
| Area Taken | = | 1.05 Acres |
| Remainder | = | 173.59 Acres |

DEPARTMENT OF PUBLIC WORKS AND BUILDINGS
FOR THE USE OF THE STATE OF ILLINOIS

Temporary Construction Easement

THIS INDENTURE WITNESSETH, that the BOARD OF JUNIOR COLLEGE, DISTRICT 512, Palatine, Illinois, for and in consideration of the sum of Ten (\$10.00) Dollars in hand paid, the receipt and adequacy whereof is hereby acknowledged, does hereby grant to the Department of Public Works and Buildings for the use of the State of Illinois, a temporary construction easement for a period of 120 days from the date of this instrument with the full and free right and authority to enter, together with full rights of ingress and egress thereto and perform construction and related work within the parcel of land shown on attached Exhibit "A" or any portion thereof within the lands described in the Exhibit "A", which are lands owned in fee simple, by the Grantor.

IN WITNESS WHEREOF, the Grantor has hereunto set its hand and seal this 17 day of Aug. 1970 A.D. 1970.

BOARD OF JUNIOR COLLEGE
DISTRICT 512

By James I. Hannell (Seal)
President

ATTEST:

John W. Haas (Seal)
Secretary *pro tem*

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

I, the undersigned, a Notary Public in and for said County and State aforesaid, DO HEREBY CERTIF, that James I. Hannell and John W. Haas, personally known to me to be the same persons whose names are subscribed in the foregoing instrument, appeared before me this day in person and acknowledged that they signed, sealed and delivered the said instrument as their free and voluntary act, for the uses and purposes therein set forth, including the release and waiver of the right of homestead.

Given under my hand and notarial seal, this 17th day of August, A.D., 1970.

Barbara C. Neal
Notary Public

My commission expires: Nov 7, 1971

Parcel 2
Board of Junior College-District 512

The east 17 feet of the west 50 feet of the South 400 feet of the Southeast 1/4 of the Southwest 1/4 of Section 28, Township 42 North, Range 10 East of the Third Principal Meridian, in Cook County, Illinois.

also

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| | | |
|---------------|---|-------------|
| Total Holding | = | 66.27 Acres |
| Area Taken | = | .69 Acres |
| Remainder | = | 65.58 Acres |

R-90-107-69
LFC
5/13/70

Rev.
LFC
7/7/70

FOR BOARD ACTION

I. SUBJECT

Extension of insurance coverage for non-academic employees.

II. REASON FOR CONSIDERATION BY THE BOARD

The extensions recommended by the Administration require the expenditure of an additional \$6,100 per fiscal year at the present rate of premiums. They also constitute a change in the Board policy regarding insurance coverage for non-academic employees.

III. BACKGROUND INFORMATION

At the present time non-academic employees have a coverage of life insurance at the flat sum of \$5,000 regardless of their annual salary. Non-academic employees are not covered under the Long-Term Disability insurance, which is provided for the faculty.

It is proposed that the same life insurance coverage be extended to the non-academic as to the academic staff, namely, that a sum equal to one time their annual salary, rounded to the next highest thousand dollars, be provided. This would create a uniform life insurance coverage for the academic and non-academic staff.

In addition, it is recommended that the Long-Term Disability insurance be extended to the non-academic staff not previously covered.

IV. ANALYSIS AND CONCLUSIONS

The following points are mentioned as rationale for the proposals:

We now have two different "classes" of employees, faculty and non-academic. The treatment of both in respect to insurance by the college should be more equal. This would facilitate administration of the program, simplify forms, and would disarm any complaints that we have a "second-class" of citizen within the college family, or that we are discriminating against a certain class of employee.

V. RECOMMENDED ACTION

It is recommended that the Board approve life insurance coverage to an amount equal to one time the annual salary rounded to the next highest thousand dollars for non-academic employees previously limited to a flat sum of \$5,000.

It is recommended that the Board approve the extension of Long-Term Disability insurance to the staff not previously covered.

W. von Mangel

Effective August 31
~~XXXXXXXXXXXXXXXXXXXX~~

JOSEPH B. GATTS
Insurance Consultant
206 North Brockway, Apt. 6.
Palatine, Illinois 60067

June 15, 1970

Mr. William J. Mann
Harper College
Palatine, Illinois

Dear Bill:

Supplementing our discussion of last Friday, the following will give you fairly accurate estimated costs for the plan changes:

To increase classified, custodial and grounds, cafeteria and other administrative employees now earning less than \$7,800 annually to one times annual salary for Life and AD&D and the same basic LTD formula (60% of monthly salary) would produce the following costs:

I. Life and AD&D -- assuming 140 employees at an average increase of \$2,000.

A. $140 \times \$2,000 = \$280,000$ volume $\times \$0.467$
(average rate per \$1,000); monthly premium \$130.76 - annual \$1,569.

II. LTD - estimated average monthly earnings for this group of employees; \$550 - benefit \$330.

A. $\$330 \times \overset{81}{.79}$ (estimated new LTD rate per \$100) $= \$2.64$ monthly. 140 employees at $\$2.64 = \365.40 projected annual cost
~~\$4,384.~~ ^{374.22}
4,490.64

III. Total cost both plans

6,059.64
\$5,953

The above changes would provide one basic plan of benefits for all employees; with certain contract people being eligible for larger amounts of Life and AD&D.

C
O
P
Y

RECEIVED

JUN 18 1970

DIRECTOR OF PERSONNEL

Prudential could then provide one announcement booklet, and one certificate, for all employees. This obviously would simplify administration of the plan.

Such a plan should eliminate any questions concerning preferential treatment between classes of employees. As to the larger amounts of Life and AD&D insurance for those contract employees involved; it is general practice in industry to provide such protection for key employees.

I'll be available, Bill, if you need additional information. Would suggest we move quickly; if such a decision is made. We could possibly have new announcement booklets available by August 1.

Sincerely,

Joseph B. Gatts

C
O
P
Y

RESOLUTION

Whereas, the administration of William Rainey Harper College has proposed the establishment of a permanent archives for the learned writings and personal effects of William Rainey Harper and his descendents to occupy permanent exhibit space on the campus of this institution.

Whereas, William Rainey Harper is internationally recognized as the father of the American community college movement, and whereas, his tenure as first president of the University of Chicago marked Dr. Harper as a visionary and innovator among leaders in American higher education.

Whereas, Mrs. Jane Harper Overton of Barrington and Chicago, Illinois, granddaughter of William Rainey Harper, has generously presented to Harper College gifts consisting of a portrait and two walking canes which have been designated as archive exhibits (one and two). And whereas, the thoughtful generosity of Mrs. Overton is gratefully recognized by the Board of Trustees, administration, faculty, staff and students of Harper College.

Therefore, be it now resolved by the Board of Trustees of William Rainey Harper College that a memorial plaque be struck honoring Mrs. Jane Harper Overton and future patrons of the William Rainey Harper archives at Harper College.

Presented, passed and approved the _____ day of _____ 1970, by the Board of Trustees of William Rainey Harper College, Junior College District #512, Counties of Cook, Kane, Lake and McHenry and the State of Illinois.

James J. Hamill, Chairman
Board of Trustees

attest:

Lawrence R. Moats, Secretary
Board of Trustees

N E W S



William Rainey Harper College

359-4200 Algonquin and Roselle Roads Palatine, Illinois 60067

Contact: Don Andries, Director
Community Relations
Ext. 261, 262

FOR IMMEDIATE RELEASE

HARPER COLLEGE RECEIVES DONATION
OF WILLIAM RAINEY HARPER PORTRAIT
STUDY AND PERSONAL EFFECTS

Public community college, named after first president of
University of Chicago, to establish archive collection

William Rainey Harper College, Palatine, is taking the first step toward
establishing an archive honoring its namesake.

The public community college, just five years young, is reaching into the
past of William Rainey Harper, educational prodigy of the 19th century and first
president of the University of Chicago.

Evidence of a "tradition-building" mood at Harper College was displayed
at the August 17 board of trustees meeting. A formal resolution was adopted
honoring Jane Harper Overton of Barrington and Chicago, Ill. for her gift to the
community college of William Rainey Harper memorabilia.

Mrs. Overton, a granddaughter of the famous educator, has presented the
college with a 1902 portrait study of Dr. Harper, a walking stick he received
in 1883 as a gift from his students, and a cane handle which once belonged to
Dr. Harper's father.

According to Robert E. Lahti, president of Harper College, the three items

(more)

Harper Receives Harper Portrait Study
Add one

represent the first donations toward the establishment of a permanent archive on the Palatine campus for the learned writings and personal effects of William Rainey Harper.

Mrs. Overton, who was an honored guest at the Harper College campus dedication last May, had presented the unsolicited family keepsakes to Dr. Lahti several weeks ago. She is an assistant professor of Biology at the University of Chicago.

William Rainey Harper has long been credited with being the "father" of the community college movement which has only come of age within the last 10 years. In the late 1800's, Dr. Harper referred to the first two years in higher education as the "junior college." And in 1896, he divided the University of Chicago into two major divisions -- the academic or junior college and the university or senior college,

By the close of the 19th century, Dr. Harper asserted in a speech to the National Education Association (NEA) that 25 per cent of the smaller colleges would eventually take their place as two-year institutions, offering freshman and sophomore curricula.

Before his untimely death in 1906 at age 49, Dr. Harper had backed up his words with action. He lent his support to two such institutions, one in Joliet, Ill. and the other in Goshen, Ind. The former college continues to this day.

Dr. Harper never knew that the movement he began in Illinois would produce nearly 40 public two-year institutions by 1970 with a total head-count enrollment approaching 200,000. And he might have been visibly moved to imagine that a living institution would be named in his honor.

(more)

Harper Receives Harper Portrait Study
Add one

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Dr. Harper never knew that the movement he began in Illinois would produce nearly 40 public two-year institutions by 1970 with a total head-count enrollment approaching 200,000. And he might have been visibly moved to imagine that a living institution would be named in his honor.

(more)

Harper Receives Harper Portrait Study
Add two

On October 8, 1967, 61 years after Dr. Harper's death, groundbreaking ceremonies were held for the first phase of the William Rainey Harper College campus. Just a month earlier, Harper College had begun instruction in leased facilities.

By the fall, 1969 completion of this first construction phase, Harper College's enrollment had mushroomed from 1,725 to over 5,000, marking it as Illinois's fastest growing community college.

Harper's 200-acre tract in Palatine will be developed in stages. But it started with a gesture of greatness, just as Dr. Harper, who received his doctorate at age 19, would have wished.

At the groundbreaking ceremony, soil from Muskingum College (where Dr. Harper received his bachelor's degree at age 14), from Yale University (where he earned his Ph. D. and later became a full professor at age 29), and from the University of Chicago, were mixed with the soil of Harper's campus.

As one observer of the ceremony has remarked, this suggests "a fertile base to nourish the now flourishing tree which Dr. Harper planted as a seedling."

###

8/18/70

MEMORANDUM

TO: Mr. William Mann, Vice President Business Affairs
FROM: Mr. Don Misic, Director of Business Services
DATE: August 12, 1970

SUBJECT: Loss of Schematic Design Costs Due to Change
in Design

The \$7,937.37 loss of expended funds for architectural fees is due to changes in design of the gymnasium and the business classroom building. Schematic design fees are computed on the basis of 0.9% of the construction and the \$7,937.37 therefore represents a construction cost figure of \$881,930. In other words, schematic designs for facilities with an estimated construction cost of \$881,930 were not useable.

In any project where the time lag between the original master plan and the commencement of construction of the final building covers a number of years, the possibility of changes is very probable. In a situation such as ours where much of our planning depends on projections and not solely on historical data, and in addition, on availability of State funds and the need of conforming to current State guidelines, the probability of change is much greater.

Situations such as this reinforce our stand in holding back on giving the go ahead to proceed to the next stage - Design Documents, until we are extremely sure that the particular building's basic design will not require a substantial change.



DM:np

Don W

More info
w/

Rec
JUN 25 1970

MEMORANDUM

To: W. J. Mann

From: A. A. Dolejs

Date: 6/25/70

Regarding the \$21,590.83 long term receivable in the Site and Construction Fund which represents architectural work done by Caudill Rowlett Scott, you have their memorandum in which Ed Finlay states that all of this pre-engineering work done on the gymnasium and business classroom, totaling \$7,937.37 will be lost to us due to a completely different program and design. Would you please authorize writing up this long term receivable? This would leave the auditorium and gallery and little theater for \$13,901.32 on our books as a receivable.

AAD:bjm