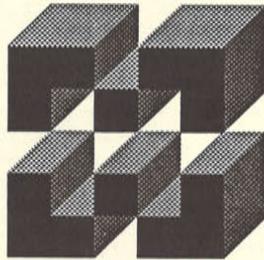


The Harper Insider



Volume 3 Number 1

January, 1988

The following poem was written by Yvonne Thomson of the Registrar's Office.

'Twas the Night of Registration

'Twas the night of registration
And all through the school
Every creature was stirring
'Tis a standard rule.

The forms were all stacked
On the counter with care
In hopes that the students
Soon would be there.

The operators were seated
All snug in their seats
While visions of classes
Danced on the screens.

With Kath in the bay
And I at my desk
We had just settled in
For a long month's fest.

When out in the hall
There arose such a clatter
I sprang from my chair
To see what was the matter.

Away from my office
I flew like a flash
I ran down the stairs
To behold the crash.

A terminal had fallen
On the freshly waxed floor
Students were scampering
Out of the door.

Then what to my wondering eye
Should appear
But a miniature computer
To add to my fear.

With a little new keyboard
So fast and quick
I knew in a moment
It must be a trick.

More rapid than eagles
My staff, they came
I whistled and shouted
And called them by name —

Now Bobbye, now Carol
Now Adele, now Suzanne
On Anna, on Karen
On Yvonne and JoAnne,

To terminal one
To terminal two
To ALL terminals
All of you!

As efficient minds
To challenge are put
When met with obstacles
Do better than should,



So to the terminals
The staff, they flew
With all of their knowledge
And then some, too.

And then in a twinkling
I heard all the keys
As they typed the courses
As each student would please.

As I turned my head
And was looking around
Through the door came more students
By leaps and bounds.

They were dressed by the times
With hairstyles galore
Some pink, some purple
And some unadorned.

Bundles of books
Were carried in packs
With schedules completed
They could now relax.

Their eyes were sparkling
As they made merry
They laughed and giggled
And on they carried -

Some sat at the tables
With papers and pen
Confused and toiled
In need of a friend.

When indeed the answer
Seemed clear in their heads
They threw back their books
And left, instead.

I looked at their faces
And wondered why
They look back at us
And give such a sigh.

Their questions are many
Our answers as quick
Each one is different
None meant to delict.

From the smiles they flash
And nods of their heads
Soon gave us to know
We had nothing to dread.

Some speak not a word
But hand us their work
Ever so innocent
Of problems that lurk.

And taking their schedules
Renewed, as they go
Giving pitiful glances
To the line in tow.

It's almost over
The end is in sight
The line is now gone
Like a bird in flight.

As I ascend the stairs
To my staff I call
To your desks once again
And thanks! . . . you all!!!



Stuffed animals and games galore add up to a happy Christmas for needy children through Harper's successful Toys for Tots collection.

Insider's View of Linda Pones

A night person, Linda Pones has worked afternoons and evenings for the last 13 years in Planning and Research. She enjoys working with statistics and currently acts as evening supervisor. Due to her "inquisitive" nature, and a desire to get things done, she became an active participant in the Classified Employee Council. Recently elected President of the Council for a third term, Pones has nothing but praise for her hard working colleagues and the support she receives from her boss, Jack Lucas. Although the job of council president is time-consuming and demanding, the rewards of "helping people" and guiding employees through the organizational process make it time well spent. Pones encourages all employees to become involved in council activities. Meetings are held the first and third Tuesday of each month at 2:00 p.m. usually in A241. All employees are invited to attend a meeting and are encouraged to present suggestions or problems to the council representatives. Pones explains that problems can often be solved just by asking and finding out correct information. She emphasizes that meetings are not gossip sessions; there is much work and responsibility that goes along with the position of a council member. For those unable to attend the meetings, a call to Pones or other council reps is all that's needed for your views to be expressed.

Born: Bellwood, Illinois, currently lives in Schaumburg

Family: Married to Village of Schaumburg firefighter/fire inspector; 18-year old son, Mike, a student at Harper and student aide in Computer Services; 13-year old daughter, Melissa

Hobbies: Shopping and gardening



Linda Pones

Favorite "pig-out" food: Anything that tastes good — especially White Castle sliders

Favorite book: *Ditka*

Last movie seen: *Out of Africa*

I would like to stop: My home shopping club addiction

One thing I've learned in life: Be aggressive.

I can't stand: People who are disorganized and insensitive to the needs of others.

Best advice my parents gave me: Be yourself.

If money and time were no problem: I would travel and never stop shopping.

From the Chair



Promotions Committee

Jack Tippens, chairperson, and a committee of eight persons are responsible for developing criteria for excellence. The promotions committee reviews all applications for promotion in rank and puts them in rank order. The list is submitted to the vice presidents and president, and then recommended to the Board of Trustees, who makes the final decision. The committee, made up of members from different disciplines, works continuously to make the ranking process as objective as possible. Points are assigned for all areas of criteria, including time in rank and service, professional growth and institutional and professional service. The committee recently simplified the application form and continues to work to improve the process.

Institutional Marketing

Chairperson Bruce Bohrer and a committee of 21 (with representation from all areas of the College, including two students) were very pleased with the response to the marketing effort. All employees have been invited to participate in meetings and asked to submit marketing strategies. The committee received 190 completed marketing strategy forms and expresses gratitude to the employees who took the time to submit recommendations.

Each suggestion is discussed by the committee and any financial and additional staff needs are considered and indicated on the strategy sheet. The committee will make recommendations in January to the Administrative Marketing Committee, chaired by Pat Bourke, for consideration in the '88 budget. A written report will be distributed to faculty and staff that will address each suggestion and the outcome. Some strategies have been, or soon will be, implemented. There were many good marketing ideas submitted which can supplement the existing marketing activities. Every suggestion will be given thorough attention. Bohrer commented that all submitted strategies were sincere and conscientious, with a lot of thought given to the overall effect on the College. The *Insider* will keep you posted on outcomes.

Focus on the Physical Plant

The Physical Plant Area is divided into five departments: administrative, maintenance and utilities, custodial, public safety, roads and grounds, shipping and receiving and the mail center. Due to space considerations, this month's *Insider* will focus on the administration and the maintenance and utilities department. Subsequent issues will feature the other departments that fall within the Physical Plant area.

Upon entering Building B, you will be greeted by Marianne Gasparaitis and Gloria Tokarz. When visitors enter the office of Don DeBiase, Director of the Physical Plant Division, they are surrounded by lions — in photographs, brass and ceramic — which he collects.



Don DeBiase, Director Physical Plant

DeBiase came to Harper five years ago after doing similar work at School District 59, DuPage and Morton community colleges. Since DeBiase has been at Harper, there has been some staff reorganization and an emphasis on training for new employees and ongoing training for staff members.

Projects recently completed are the new sidewalks and new lighting on campus and in the parking lots. Most of the roofs have been repaired and chillers and boilers updated. Future projects will be a complete renovation of furniture, including desks and chairs, and enhancements to the climate control system. Preventive maintenance takes place on a regular schedule, and DeBiase frequently makes a walking inspection of the campus and asks his staff to keep their eyes open for items and areas needing attention.

DeBiase has much praise for "excellent personnel" and says that his position brings him much personal satisfaction.



Marianne Gasparaitis (on phone) and Gloria Tokarz

Fortunately for Harper students, faculty and staff, the continuous productivity from Building B is directly tied into improving the working and learning physical environment. Plans are under way for improvements in the Honeywell 1000 climate control system. Other additions will include a new fire alarm system which will locate the source of a fire faster and with more accuracy, a better security system, and a system to conserve the use of electricity.



Maintenance and utilities supervisor Carl Butterfield (center) and foremen Bob Loitfellner (left) and Darrell Richie.

Carl Butterfield, Supervisor of Utilities has been at Harper since 1970. He had similar work experience with the State of Illinois and United Airlines. He began at Harper as a power plant operator, one of five in the department, when maintenance and athletics were housed in a converted horse barn. Butterfield reminds us that turning off lights when not in use may sound like a small savings in electricity but when multiplied by the numbers of lights on campus, the conserved wattage adds up to considerable dollar savings.

The maintenance staff works hard to maintain and add conservation measures and is currently involved in readying the campus buildings for winter. The crew of 20 persons operates under the capable direction of Maintenance Foremen Robert Loitfellner and Darrell Richie.

The switchboard and power plant make up the Utilities Department. Chief switchboard operator Paula Blacker and operators Karen Collins and Mary Waskiewicz have been in their new quarters in Building B for one year.



Left to right, Greg Dalessandro, Peter Aceves, Hil Kerstein, Sandy Palmer, Bobbie Richardson, Dan Conrad (behind Dan - Kevin Courtney), Ed Bowman, Mike Knutson, (behind Mike - Val Schetter), Mike Garceau, Bill Porm, Jo Stehle, Carl Butterfield, Darrell Richie
Seated are from left to right, Tom Foley, Bob Loitfellner, Steve McCarthy, and Don Wille.
Missing from photo are: Larry Olson, Art Roggenbuck, Bob Terreberry, Jack Beltz and Al Kornett.

This article has just touched upon the activities of the Physical Plant. Next time you're on your way out to the parking lot or driving by Building B, give a thought to those who work so hard to make Harper a comfortable and safe place to work and learn.



Chief switchboard operator Paula Blacker (seated) and operators (left to right) Karen Collins and Mary Waskiewicz are comfortably situated in their new quarters in Building B.

Mark your calendars for Thursday evening, January 21, to attend a festive farewell for Jim McGrath. The McGraths will be leaving for Washington D.C. where he will begin his duties as President of Trinity College. All employees are invited to attend — no group gives a better send-off to one of its own than the Harper family. The festivities will be at the Hyatt Regency Woodfield in Schaumburg. You will receive an invitation in the mail with more details.

Department Developments

A special holiday welcome to new employees **Rebecca Beach**, Planning and Research; **Karen Johnstone**, Student Development; **Gail McCusker** and **Helen Sutton**, Admissions; **Nancy Wahl**, LRC Library; **Anthony Garcia**, LRC Print Shop; **Ronald Schubert**, Public Safety; **Ashim Asani**, Physical Plant; and **Justin Goodman**, LRC Media Services. Congratulations to **Christopher Kungie**, LRC Media Services and **Paula Long**, Academic Computing who were recently promoted. Congrats also to **Joan Toomey**, Special Programs and Services and **Joy Droll**, Bus/SS who will receive raises through reclassification. Chef **Ted Trzcinski** brings Christmas cheer to the needy by cooking all the turkeys at the Salvation Army located near Lawrence and Broadway. Last year over 600 people ate turkey basted by our chef. **Joan Kindie**, Dean of Student Development, was appointed chairperson of a national task force to study the needs of commuter students for the National Association of Student Personnel Administrators. **Elaine Stoermer**, Director of College Relations, has been elected Chairman of the Marketing and Public Relations Commission of the Illinois Community College Administrators Association for 1987-88. **Mike Brown**, Liberal Arts, wrote *Fiery Finales and Ghostly Visages* which was prominently featured in the December 1987 issue of *Amiga World*. **Jerry Stone**, Liberal Arts, published an article in the *American Journal of Theology and Philosophy* and presented a paper at the recent meeting of The Association for the Development of Philosophy Teaching, Lincoln, Illinois. **Harley Chapman**, Philosophy Chairperson, completed a two-year term as president of the organization. Approximately 1000 persons attended a career and college information night sponsored by Student Development on November 2. Our best wishes go to **Dorothy Fagan**, Word Processing, **Helga Schulz**, Northeast Center and **Muriel Zoboff**, Finance who will be retiring at the end of this month. We'll miss you - please keep us informed of what you're up to through our Retirees' Corner.

Condolences to Physical Plant Foreman **Bill Schurak** and his family on the death of his mother. We were also saddened to hear of the death on December 4 of retired warehouse foreman **Vern Schroeder**, who had retired in 1985 after 14 years at Harper.

Retirees' Corner

Ambrose Easterly, former Director of Library Services, and his wife Ruby have just moved into a new home in Dowelltown, Tennessee. A number of Harper friends have accepted the Easterlys' open invitation to Harperites to stop by and visit on their way to or from Florida. Visitors have included **Bill and Marian Nelson**, **Len and June Steffen**, **Dick and Betty Cwik**, and **George and Jean Makas**. Ambrose spends his time fencing, wood cutting, working with stamps and running 10 miles a week while Ruby is busy with homemaking and quilting. The Easterlys visited the Harper campus last spring and saw many former colleagues. Happy holidays to all our retirees and we hope to hear from more of you.

Note of Thanks

Dear Friends,

Thank you all for the many, many expressions of sympathy and prayers for me during this sad time of my life. It's a comfort to know that I have been remembered by my friends from Harper.

For the present I plan to stay here and not make any "quick" decisions. My family is in constant touch with me, people here have been so kind and I have wonderful new neighbors.

Thank you all again for your thoughtfulness.

Beverly Strauss

Did You Know?

The third bay in the Harper College Dining Hall on the east side of the building has been designated as a dining area for employees. There are signs designating the area and more tables and chairs will be provided. Employees are invited to enjoy lunch (purchased or brown bag) and breaks in this reserved area. There will be no reserved area during specific times such as registration when all three bays are required.

From Personnel

The Prescription Card Service (P.C.S.) program is a new benefit being offered this year. The cards are currently printed with a code of C18 for dependents. This means that dependent children age 18 and under are covered under the plan. If you have dependents who are over age 18 and are full-time students, the card needs to be replaced with a C23, showing an age limit of 24 years. If you try to use the PCS card with the incorrect code, the claim will be denied. Please contact Peg Gorman, extension 2634 if you need a new card.

Professional Growth

Northeastern Illinois University is offering a graduate program with a community college concentration in conjunction with Chicago State University and Governors State University. The master of arts degree will prepare the student for professional responsibility in an administrative career. The program requires a minimum of 36 graduate credit hours and successful completion of the master's degree comprehensive exam. For information contact Dr. Jeanne Baxter of NIU at 794-2786 or the department secretary at 794-2792.

For Your Information

The American Wholesale Club, with locations in Lombard and Arlington Heights, is offering free memberships to Harper employees. At American Wholesale Club, members pay 20-60% less than the retail prices on quality name-brand merchandise. American Wholesale Club carries more than 3500 items in more than 200 product categories, including apparel, office supplies, electronics, housewares, groceries, tires, hardware and appliances. For your free membership application, contact Doug Gould at 577-1204.

From Health Services

Joe Torroll, Blood Program Consultant of LIFESOURCE sent a thank you letter to those people who were involved with this year's blood drive. Harper faculty, staff and students donated 123 pints of blood. Torroll writes, "Your successful blood drive came at a time of critical need. The day after your blood drive, a 36 year old man underwent a liver transplant. Complications set in and so far, he's used 864 units of blood products. Without Harper's donations, which produced more than 490 units of blood products, his situation could have grown critical very quickly. We're all very grateful for your successful blood drive and continued support."

A Winter Getaway

Join fellow employees and alumni for a weekend in the sun. The Harper group will leave for the warmth of Arizona from O'Hare on Friday, February 26 at 7:30 a.m. and spend two nights and three days at the Paradise Valley Resort in Scottsdale. The resort features a night club, two swimming pools, four outdoor and two indoor tennis courts, a full health spa, two restaurants and an 18-hole championship golf course just minutes away.

The price of \$325.00 per person based on double occupancy includes round-trip air via America West nonstop Chicago-Phoenix, returning to Chicago Sunday, February 28 at 10:30 p.m.

For a brochure and more details, contact Ray Devery in the Development Office, extension 2490.

The Harper Insider, a monthly publication of the Institutional Communications Office, has been developed as part of the College Relations Departmental program of information for the college community and produced with assistance from LRC Media Services.

Employee groups and individual administrators, faculty and staff members are cordially invited to contribute stories and information before the first of the month for the issue published at midmonth. Please contact Patty Roberts, Institutional Communications, A302, extension 2628.