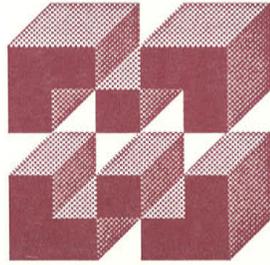


# The Harper Insider



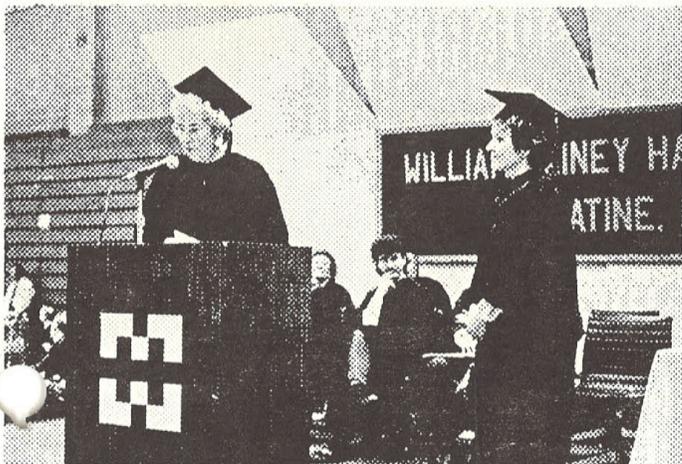
Volume 4, Number 5

June, 1989

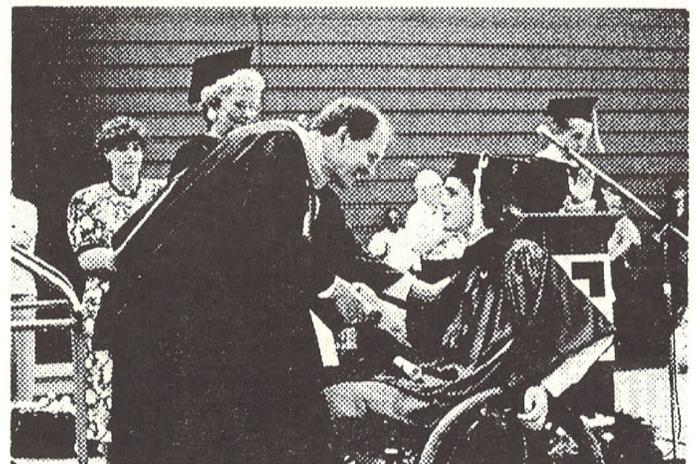
## Commencement 1989



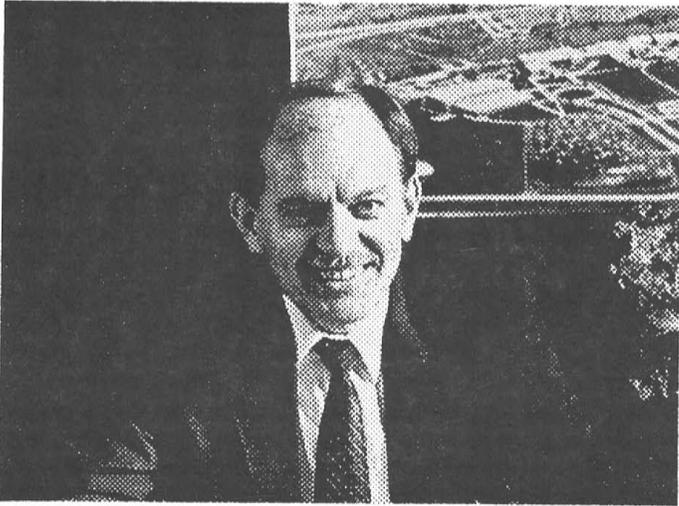
As a returning alumnus from Barrington, guest speaker Dr. Daniel Lawlor had the added pleasure of sharing the day with his mother and other family members. He spoke to the graduates and guests on social issues and the value of making a difference in the lives of others.



Two awards of note were Harper's first honorary degree, conferred upon Jessalyn Nicklas for her leadership in the establishment of the Illinois Community College system and Harper College, and the annual Distinguished Faculty Award presented to Pat Mulcrone.



Participating in his first Harper College Commencement, President Paul Thompson congratulated Peter Soby, Jr. on his achievement, accompanied by applause from the graduates, faculty and guests.



In general, BMRs were backlogged because the maintenance department had to attend to major repair and renovation projects that were budgeted in a three-year plan. This caused a slow-down in responding to the general BMRs. I have been advised that the requests are now being attended to, and requests this coming year will be addressed in a more timely manner.

If a Building Maintenance Request is of an emergency nature, please contact Don DeBiase, director of Physical Plant, so the problem can be attended to as soon as possible.

**What is the target market for career program areas?  
Can we find ways to take career/occupational programs to the businesses who might benefit from the instruction?  
We don't have a coordinated system for marketing and getting career program information out.**

The College is developing a brochure devoted to career programs similar to that produced for transfer programs.

In addition, an all-day meeting held with career program coordinators at the Northeast Center generated new ideas as to how administration and faculty can work together in promoting our career programs. I am confident that these efforts will produce a cogent plan and a well coordinated marketing strategy for our career programs.

## The President's Message

In reviewing the notes from the employee meetings held this year, the thought occurred to me that readers of this column may have the notion that the meetings were used as gripe sessions. On the contrary, many of the comments were very positive about Harper College and reflected staff satisfaction with the environment, the caring attitude, and the competency of the people with whom they work. I will include some of those compliments from time to time. The general feeling is that Harper is a good place to be, but we should always strive to make it better. As in any organization, there is no utopia.

Following are several of those compliments:

- I like the dedication of the people who work in the Center for New Students.
- Our faculty compare very favorably with faculty at universities.
- Services provided for disabled students at Harper are ahead of those provided for most colleges and universities.
- Harper is a school that cares--now even more than it used to.

The following are responses to some of the concerns:

**How do we respond to demands from the community to do more? What is our mission? Should we be all things to all people?**

Comprehensive community colleges have the most diverse curriculum of any system of higher education. This diversity can be the source of tensions, or it can be the basis of strength. For the most part, the tension occurs between trying to be all things to all people (or doing everything the community wants us to do), and prudently allocating our limited resources. What we do, we naturally wish to do well; therefore, we have to be sensitive to our ability to deliver excellence, manage our resources carefully, and respond to the various needs of the community. At Harper, the Enrollment Planning Guidelines document was developed to achieve the "balance" that has to take place among the various offerings. These broad guidelines have been established to communicate Harper's intent to achieve the broad mission of comprehensiveness as a community college, balanced by the limitations of trying to do well everything we undertake.



"Do you remember when education was this much fun?" asks Ray Devery, director of Development. Pictured are Harper preschoolers using the Apple II computers which are a gift from the Harper Parents Preschool Organization and the Educational Foundation.

**Building Maintenance Requests that come in to maintenance are behind in being attended to. Why?  
Does someone prioritize the work schedule for BMRs?**

# Marketing Strategies Underway

In November of 1987, the Institutional Marketing Committee (IMC) requested and received suggestions from employees for marketing Harper College. These were reviewed and discussed by IMC, and then by the Administrative Steering Committee. Some of the strategies are already being addressed, and others are marked for action in the coming year.

An update on three of the strategies presently being implemented follows:

## **Promote college activities and services through cable television.**

"Campus Camera" is a weekly 30-minute magazine format program used to inform and educate the viewers about curriculum and programs available at Harper. It also promotes specific events such as lectures, concerts and registration. The upcoming international study programs to Salzburg and Canterbury have been featured on the program, which airs on area cable channels.

The Harper TV staff also produces programs for various departments that may have need to promote their areas. As one example, Center for New Students personnel recently requested a video tape specifically geared for traditional age students.

## **Market Harper College credit courses to GED students.**

The AED student advisor routinely informs and encourages all GED students and graduates to attend both credit and continuing education classes.

The AED department administers two Job Training Partnership Act (JTPA) grants whose goals include payment for primarily vocationally oriented courses, specifically those that lead to an Associate in Applied Science degree or a certificate.

## **Personalize introductory letters sent in response to all inquiries with appropriate additional material.**

Previously, when a prospective student requested information from Harper, the response was simply to mail out the information. An improvement to that system added a letter addressed to "Dear Student." Now, thanks to a computer program called NAPS (New and Prospective Students), the student receives a personalized letter tailored to his/her individual request including the appropriate additional materials and the name of a specific person to contact for more information.

If you have questions or comments regarding the marketing program, contact Bruce Bohrer, chairman of the IMC, or your divisional representative.



Seated, Bruce Bohrer; L to R Lisa Callas, Shirley Shetka, Beth Quarnstrom, Beverly Hoffman, Pat Carpenter, Peggy Marsell, Miriam Kravis, Kay Kearns, Debbie Vick, Phyllis Risoyd, Kathy Cornman. Not pictured: Candice Conreux and Sherrie Kirm

## Focus on Admissions

The Admissions Office is the starting point for all persons interested in enrolling in credit courses at Harper College. Bruce Bohrer, director of Admissions, says that in this role the department must make a good first impression.

Each year, the Admissions office processes between 10,000 and 12,000 applications for acceptance into Harper's programs. Of these, 85-90 percent of the applicants actually enroll.

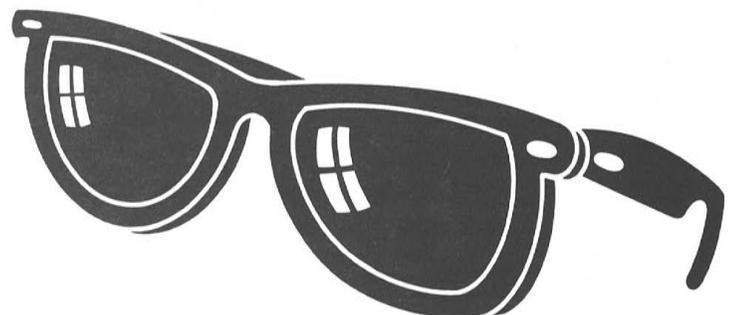
Harper operates on a state mandated open door policy. This policy insures that every high school graduate will be admitted to a community college. Bohrer refers to the policy at Harper as a "screen door" because the screening process of assessment testing and counseling assures that students are placed in classes appropriate to their level of preparation.

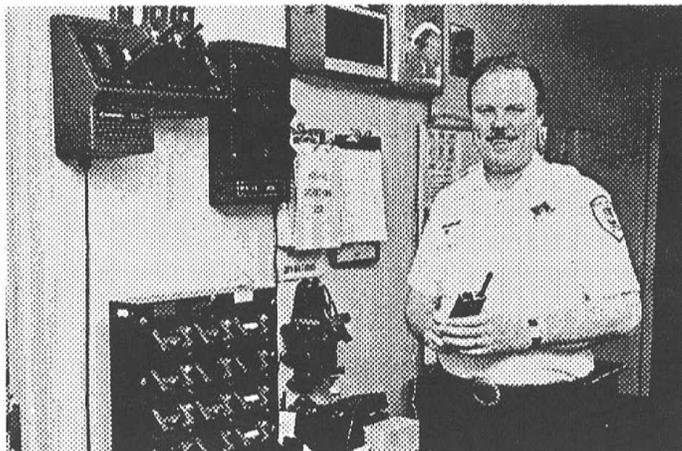
As part of the Admissions Outreach effort, staff recruiters visit area high schools and businesses to contact potential students. An Educational Service Agreement between Harper and businesses in the district allows the employees who live outside the district to attend classes at the resident tuition rate. All area businesses are eligible for this agreement, and there is no charge to the employer for filing the agreement with the College.

Admissions personnel also handle special programs such as limited enrollment, study abroad and international students.

Tracking each student is vital. A computer program called NAPS (New and Prospective Students), which was written by Computer Services, makes the process more manageable.

The Admissions office is currently being remodeled, and the work should be finished by midsummer. With this completed, the office and its efficient staff will make an even better first impression on our future students.





## Insider's View of Kevin King

Kevin King worked as a police officer for 12 years before becoming the Supervisor of Public Safety at Harper. For six of those years he was a juvenile officer, so he was very familiar with issues concerning young people. He has been at Harper since 1978.

There are 25 people on his staff, six of whom are sworn police officers.

King says he enjoys the diversity of working in a college community and that his job is more service-oriented than would be possible in a municipal police department.

The main problems he and his staff deal with are antisocial behavior, fighting, damage to vehicles and theft. He can contact the Palatine Police Department for assistance if necessary.

King says the most frustrating part of his job is the parking situation. His department issues 5,000 tickets per year.

He feels he needs a good sense of humor for his job and finds he must not take things too seriously.

King is a member of both the Lions Club and the Board of Fire and Police Commissioners in Streamwood.

**Born:** Oak Park, IL

**Education:** Lewis University, Lockport, IL, (B.A.)

**Family:** wife Eileenmary; daughters Colleen, 21 and Nanci, 18; and son David, 20

**Favorite food:** pizza and chocolate cake doughnuts

**Hobby:** square dancing, camping, TV, outside work at home, and pets Rags and Nosy (dogs) and Muffy and Snuffy (cats)

**Best advice my parents gave me:** Work hard and take care of your family.

**I would like to learn:** to be more patient

**I can't stand:** people without personal integrity - people who are dishonest

**If time and money were not a problem:** I would like to travel the country in a motor home.

**One thing I've learned in life:** to listen to other people's viewpoints

## From the Chair Professional Development Assessment

The Professional Development Assessment Committee, chaired by Larry Kent, consists of five faculty members who meet on a monthly basis, or more often if necessary, to review applications from faculty members for professional development credit.

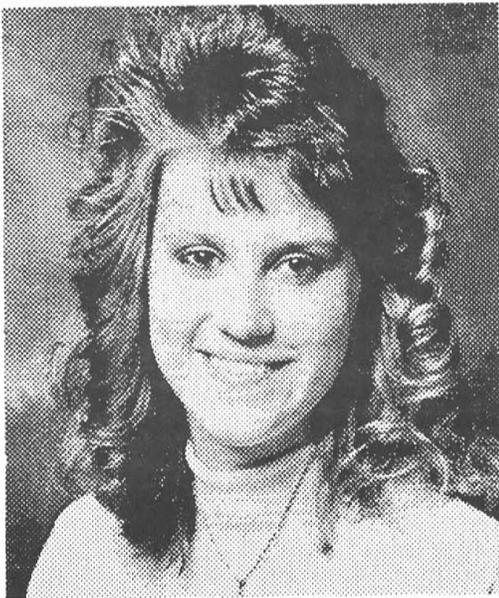
Professional development credits are an alternative means of evaluating professional growth. Research projects, writing books/pamphlets and attendance at professional seminars and conferences are examples of the types of activities for which credit may be given. The committee guideline for determining credit amounts is that approximately 30 hours of work on a project is roughly equivalent to one hour of graduate credit.

During the last academic year, 26 applications were submitted to the committee. The route to approval begins with the faculty member, who submits a proposal prior to starting a project. The committee reviews the proposal, adds its recommendation and forwards it to the supervisor who then forwards it to the vice president of Academic Affairs with recommendation. The vice president of Academic Affairs sends notice of preliminary approval to the faculty member and the committee. When the project is completed, the faculty member submits a completion report for final approval and notice of equivalent credit.

Kent says this is a "good innovative program - perhaps superior to classroom instruction."



A highlight of the recent Buffalo Grove Night sponsored by the Admissions Office was an award presented by Vice President Bonnie Henry to Buffalo Grove High School Principal Marvin Christensen. The award, honoring the high school's contributions toward higher education, was presented during a program featuring interaction between faculty members from Harper and Buffalo Grove High School.



## Getting to Know Trustee Darlene Ivarson

Student Trustee Darlene Ivarson's interest in student government goes back to her junior high school days. Her enthusiasm for extracurricular activities continued through high school and helped her to win election to the Harper College Student Senate last fall. At the urging of her fellow senators, in April she sought and won the post of Student Trustee on the Harper College Board, earning 131 out of 222 votes.

Ivarson looks forward to her year as Student Trustee. After attending her first meeting and receiving a warm welcome from the other Trustees she says her greatest concern at this point is following in Laura Jacobson's footsteps. Ivarson says that the former Student Trustee "will be a hard act to follow."

Ivarson's plans for her year on the Board of Trustees include efforts to increase student awareness and student participation. She already has made plans to organize the fall elections for the Student Senate, with an eye to attracting enthusiastic representatives to serve on that body. She also hopes to institute a recycling program at the College and has begun to lay the groundwork for the project.

The Student Trustee's hard work has not been limited to her extracurricular activities. She is an excellent student, majoring in biology and maintaining a 3.79 gpa. Her part-time job at a nearby veterinary hospital reflects her interest in science, but she is undecided about an eventual career.

Ivarson is pleased with her experiences at Harper, in and out of the classroom. She has persuaded several friends to take classes here this summer, citing such outstanding services as the Tutoring Center as examples of Harper quality.

After earning her degree at Harper, Ivarson would like to take advantage of the Study Abroad Program by spending the fall of 1990 attending classes in Canterbury, England, before transferring to a four-year college.

Harper is fortunate to have such a bright, enthusiastic young woman serving as Student Trustee.



Elaine Stoermer, director of College Relations, and Tom Johnson, dean of Business and Social Science division, presented gifts to British educators Bob Billingham (L) and Jim Borland (R) at the farewell reception. Billingham and Borland visited Harper as part of a new program developed by the Illinois Consortium for International Studies and Programs providing short-term exchange for administrators at member colleges and their counterparts in England. Stoermer and Johnson plan their visit to England for October, 1989.



L to R: Kathleen Muedder, vice president, Zurich-American Insurance; Peg Smith, coordinator of the Harper College Legal Secretarial program; and Professor Robert Zilkowski, coordinator of the Business Information Management and Word Processing programs.

Smith and Zilkowski thank Ms. Muedder for the corporate gifts of two Hewlett-Packard Laser Jet 2000 printers given to the Office and Administrative Services department. The printers will be used in classes incorporating word processing, automated office skills and desktop publishing.



Known as Pat Pinianski when she was Harper's TV producer/director, successful romance novelist Patricia Rosemoor appeared as a guest panelist during Women's History Week. The author of "A Change of Heart" and "Working It Out" had also taught classes in writing and video production at Harper during the early 1980s.

## Retirees Feted

Farewell and best wishes to Michael Bartos, professor of English, and Jeanette Mazurek and Lola Smith, professors of Nursing, who were honored recently at a retirement reception in the Board Room.

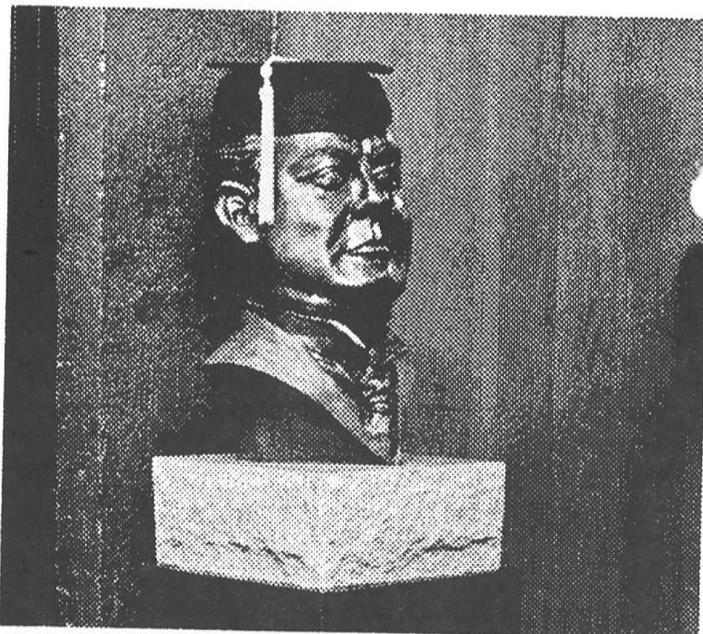
Bartos joined the faculty in 1967, Mazurek in 1970 and Smith in 1973 - a total of 57 years of service to Harper College. Our thanks to each of you for a job well done.

## Department Developments

**Darice DaMata-Geiger**, part-time speech instructor, has been selected to study Chinese theatre this summer at the Shanghai Drama Institute. The six-week program, sponsored by the University of Minnesota, will include movement training, Oriental dance, martial arts, make-up, Chinese costume and history. DaMata-Geiger recently designed the costumes for the Harper production of "Jacques Brel is Alive and Well and Living in Paris"....**Patricia Mulcrone**, associate professor/chairperson, Adult Educational Development, was recently initiated into Kappa Delta Pi, an honor society in education. Purposes of the society include emphasis upon excellence in education, recognition of outstanding scholarship and contributions to education, and the encouragement of service, leadership, and research in education....**Renee Zellner**, associate professor, Physical Education, Athletics and Recreation, received the Region IV Coach of the Year award in Women's Track....**John Johnson**, coach, Men's Track and Field, received Region IV Coach of the Year award in Men's Track....**Martha Lynn Bolt**, associate professor, PEAR, is the recipient of the NJCAA Women's Tennis Coach Association service award at NJCAA Women's Tennis Tournament in Tucson, AZ....**Michael Bartos**, professor of English, gave a presentation on teaching Shakespeare in the community college at the 25th annual Community College/University English Articulation conference at the University of Illinois recently....Professor Bartos is currently a member of the zoning board of the Village of West Dundee....**Kay Quam**, coordinator, Continuing Education/Program Services, received her Ph.D. in Continuing Education in May....**Sam Geati**, industry services specialist, CE/PS, will attend Oxford University for a two-week course in international business as part of his MBA program....New faces to be seen around campus include **Melvyn Hampton**, Technology, Mathematics and Physical Science; **Denise Bush**, AED, Special Programs & Services; **Jennifer Lesiak**, Life Sciences and Human Services; **Michelle Guthrie**, Business & Social Science; **Jennifer Costello**, Registrar's Office; **Bridget Kurtz**, Food Service; **Rebecca McClure**, CE/PS; **Patricia Carpenter**, Admissions; **Gertrude Holl**, Career & Life Planning. **Mary Eileen Brown**, AED, Special Programs & Services, is now working full time. **Steven Hill** has transferred to communications technician, Computer Services. Promoted to new positions recently were **Patricia Coleman**, TM/PS; **Anthony Garcia**, Print Shop; **Mary Ann Buckner**, Student Development; **Nancy Domain**, CE/PS and **Dawn Spannraft**, CE/PS. **Laura Spagnolo**, Registrar's Office, has been rehired. While **Susan Carlson**, CE/PS, is on a medical leave, **Russell Kingsley** will be filling in for her at the Northeast Center.



Wedding bells rang May 13 for **Mike Knudsen**, Publications and Communication. Father of the groom is **John Knudsen**, Liberal Arts. Best wishes and much happiness to Mike and Mercedes!



A tradition begins? William Rainey Harper saluted this year's graduates in a traditional mortarboard, which he wore for Convocation and Commencement. The cap, size 11-1/4, was given to the College by Collegiate Cap and Gown Company.

## For Your Information

Board Committee of the Whole	Thursday, June 15 7:30 pm, Board Room
Campus Closed	Friday, June 16
Illinois Community College Board	Friday, June 16 Holiday Inn—Springfield
Communications Forum	Monday, June 19 2:00 pm, Board Room
Board Meeting	Thursday, June 22 8:00 pm, Board Room
Campus Closed	Friday, June 23 and 30 July 7
Board Committee of the Whole	Wednesday, July 12 7:30 pm, Board Room
Campus Closed	Friday, July 14 and 21

The **Harper Insider** is the monthly Harper College newsletter produced by Publications and Communication Services. We cordially invite all employees to contribute stories and information before the first of the month for the issue published at midmonth. Please contact Gwen Nowak, A302, extension 2628.