

The

Insider

A Publication for Employees of William Rainey Harper College

Volume 8, Number 4 April, 1993

Leaner Budget Prepares College for Future

"We are in a sound position financially," says Vern Manke, vice president of Administrative Services. "But to avoid problems in the future, we must make some changes today." These comments refer to the three percent budget cuts that cost center managers have been asked to consider for next fiscal year.

After reviewing anticipated budgets and available funds, Harper's executive council agreed that a leaner budget would prepare the College for the future. They asked each department to consider reductions. These reductions will be necessary for several reasons: (1) the lack of increases in state funding, (2) an imposed freeze on assessed property values (and possible future tax limitation legislation), and (3) fairly stable enrollment projections.

The executive council will consider each department's reductions individually—looking specifically for programs and services that are duplicated or obsolete, while recognizing those that are efficient as they operate today.

"The answer to this lies in redefining, prioritizing and redistributing funds," Manke explains. "We'll eliminate some things to make funds available elsewhere—for new programs and technologies that we define as being higher priority." He adds that he doesn't see this as a problem at all—but rather as a challenge. "If we're open-minded and objective, we can still maintain excellent quality," he explains. "We just have to do more with the same amount of money and live within the boundaries that have been set."

Manke adds that many Harper employees will have to be retrained in new technologies but that this spring's budget redistributions are not precursors to a reduction-in-force.

"I do not want to portray a situation of being financially destitute," Manke insists. "In fact we're in a very good position financially. But if we plan now for the future, we'll remain financially strong while at the same time meeting the new challenges."

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The President's Message

This month's President's Message was written by David McShane, Harper's vice president of Information Systems.

Several years ago, College officials determined that the computing systems on campus were disparate and required updating. After much deliberation, it became evident that Harper needed to better position itself in acquiring and supporting the emerging computing technologies. Therefore, the College contracted with Technology Specialists, Inc., to study existing systems/support services and submit a five-year plan that Harper would use for direction.

The plan that emerged would require the College to:

- Establish a common support service—the Information Systems division—assigned to (1) establish standards for acquiring technology; (2) leverage available budget monies toward purchasing technology; (3) integrate voice, video and data transmissions on a common electronic highway; and (4) provide technological support for the teaching/learning process.

- Develop an infrastructure to create a high speed, high bandwidth telecommunications network that integrates the transmission of data, video and audio signals and permits students, faculty and staff to access information resources both on and off campus. The campus will need to be rewired so that all classrooms, lecture halls,

conference rooms, computing labs and offices connect—via a wall outlet—to this network.

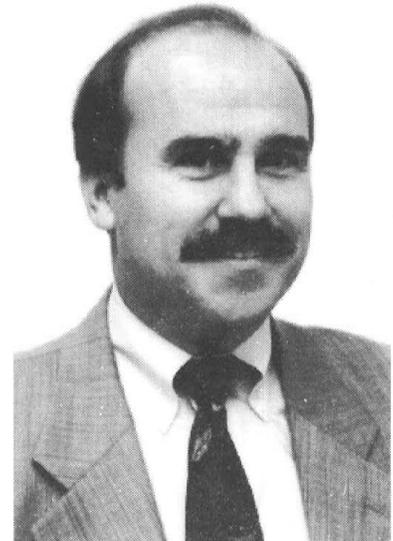
- Replace outdated and inflexible administrative and LRC computing systems to provide better access to and retrieval of information and more productive support to our students and community.

- Explore new and emerging technologies (e.g., multimedia, image processing and artificial intelligence) and incorporate them into the College's instructional and operational areas.

- Provide instructional assistance and support through computer-managed instruction, computer-aided instruction and other related technologies for effective teaching and learning.

The components of the plan allow for some to be implemented independently while others require concurrent activities and participation by many individuals across campus.

Commencement of the plan was targeted for the 1991-92 fiscal year, but due to the complexity of this undertaking, setbacks were inevitable. Since a primary component of the plan was to hire the most effective and efficient staff, it was necessary to begin the lengthy process of hiring a chief information officer and adequate technical staff. While the College moved forward on hiring these people, TSI was contracted to proceed with implementation of the plan.



David McShane

Examples of activities either underway or completed include recommendations from the Preferred Future workshops that have been acted upon; directions for technology recommended by the Academic and Administrative Computing committees; standardization of desktop workstations and office productivity software; implementation of touchtone registration and direct-inward-dial (DID) systems; selection of administrative software and hardware; design of the campus network; and acquisition of various items—and the list goes on!

In a future President's Message I will update the status of the technology plan (along with the changes and modifications that the various committees submit) and elaborate on other future activities.

FOCUS ON

Continuing Education-- Business/Social Science and Liberal Arts

Last fall Harper's Continuing Education department decentralized. Although some of the coordinators had already been working in the divisions, those assigned to C102 are now housed in the divisional offices and are accountable to the divisional deans. While there have been problems with the transition, the coordinators say that in general it has been smooth.

"In the process of decentralizing we've revamped and reorganized," Jim Wertz says. "Each of us has taken on new courses, while passing some to the other coordinators." Wertz, who formerly handled vocational/technical courses, now works in the Business/Social Science division and coordinates the Travel Academy, Certified Financial Planning, Personal Business and Finance, Bartender Alcohol Awareness, Culinary Arts and Office Career Programs.

"Actually the transition has been fairly smooth for me," says Susan Carlson, whose offerings—formerly called Personal and Cultural Enrichment—now fall under Liberal Arts. She is responsible for course programming in the areas of cultural awareness, cultural arts, career enrichment, home and family, international (language), and leisure and learning skills. She is the only coordinator still stationed in C102; she'll join the Liberal Arts division when Building L is completed.

Carlson explains that many continuing education courses are profitable financially because the coordinators

stay abreast of trends and provide programming that's timely, strong—and successful.

"We are capitalizing on the positive aspects of the new system by planning for our immediate future," Carlson adds. "This includes specific goals for student interaction, program planning, and building a communication system and a centralized base to provide the greatest potential for success."

But the decentralization has had problems. In fact, the biggest problem is communicating with one another and providing continuity. To address this problem, the coordinators have formed a continuing education forum that meets monthly (or more often) to discuss ideas and concerns.

"The concept of a forum is excellent,"

says Linda Soto, whose Business and Professional Development offerings now fall under Business/Social Science. "The forum is a communication mechanism that brings together everyone who sponsors a continuing education program," she adds, explaining that it gives coordinators a chance to communicate concerns and make recommendations. The forum also provides an opportunity for personnel from other campus support services—such as Enrollment Services and Academic Affairs—to meet with the coordinators as a group.

Soto says that her offerings have changed less than those of other coordinators. She now manages continuing education programs in computer software training, the Institute for Management Development, the Institute for Small Business

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Questions? Ask the Continuing Education coordinators:

Division	Coordinator	Extension
AE/LS.....	Anne Ruland.....	2715
Business/Social Science.....	Linda Soto.....	2834
	Jim Wertz.....	2833
CAD and Manufacturing.....	Orville Northstrum.....	2999
Career Transition Center.....	Mary Ann Jirak.....	459-8233
Human Performance.....	Will Hoffman.....	2486
Liberal Arts.....	Susan Carlson.....	2653
Life Science/Human Services..	Shirley Sanders.....	2685
Music Academy.....	Mark Mrozinski.....	2659
PEAR.....	Jim Blasky.....	2392
Resources for Women.....	Damaris Reid.....	2560

INSIDER'S VIEW

Anna Harshbarger

A thread woven through Anna Harshbarger's life is the name William Rainey Harper. After graduating from William Rainey Harper High School, Anna continued her education at the University of Chicago, where William Rainey Harper was the first president. Fifteen years ago, she became an employee at yet another institution bearing that name—William Rainey Harper College.



The scope of her career spans many facets of the educational field. She began her career as an instructional aide at an IGE (Independently Guided Education) school, then was secretary to the dean of students at Palatine High School and now serves as Harper's senior clerk, chargeback/joint agreement. Her next position, she says, will be a housemother at a four-year university!

Committed to women's liberation, Anna describes herself as a capable and independent person who can't understand prejudice and has always fought it. An accomplished pianist, she also enjoys baking, especially tortes and strudel. She is the mother of four, and one of her sons is currently attending Harper. Anna hopes that at least a few of her nine grandchildren will attend Harper also.

She has no plans to retire and would like to work as long as she is able. When she does retire, however, she will travel and "harass my kids."

Anna closed the interview with a poignant tribute to Harper: "I think Harper is a great place to work. In a sense, it's a family—a family that came to my aid when I was widowed. I have seen it grow, and I love being a part of it."

Born: Chicago

Education: Harper High School, Chicago, and three years at the University of Chicago

Family: Four children and nine grandchildren

Interests: Bridge, music, cooking, playing piano

Best advice my parents gave me: Give 110 percent.

If time and money were not a problem: I would travel.

I would like to learn: All the software programs without getting frazzled.

One thing I've learned in life: A smile is worth a hundred frowns.

I don't care for: bigotry.

Favorite food: All!

Last movie seen: *A League of Their Own*

—Joellen Freeding

Annual Campaign

Donations Top \$14,000



Chuck Gura and Marianne Gasparaitis, PHY PLT, members of the Annual Campaign committee, attach leaves to the tree in Building A. The theme for this year's campaign was "Money can grow on trees. Be a LEAF (Loyal Employee and Friend)."

More than 175 employees donated to 55 Educational Foundation funds during this spring's annual campaign. In fact, College employees doubled their contributions from last year, with the campaign netting more than \$14,000. The campaign offered a new option this year—donors were able to earmark their contributions to any existing foundation fund.

Barb Knoff, who heads up the campaign was delighted with the results. "Most employees were especially pleased to have a choice," she said. "Interestingly, 34 percent

of the donations were unspecified—the contributions were directed to the College's greatest need." She added that other frequently designated funds included the international studies program, GED scholarship, Minority Access to Higher Education Grant and Wellness Week.

Those who contributed were entered in a raffle held at the Harper Hop. Winners include Betty Windham, round trip tickets to Honolulu for two on United Airlines; Roger Mussell, one week's condo lodging in Egg Harbor, Door County, Wisconsin; Joyce

Schoonover, complimentary weekend accommodations at the Woodfield Hilton; Mike Korrick, "Bubbles and Brunch" and Saturday night accommodations at the Hyatt Regency Woodfield; Frank Olsofka, "A Day at the Races" for four at Arlington International Racecourse; Fran Larue, dinner for two at El Meson Restaurant; Janet Friend-Westney, \$50 gift certificate for Harry G's Crabhouse; George Evans, Samsill split-leather cowhide portfolio; Barb Radebaugh and Sharon Lanera, \$25 gift certificate to the Big Kahuna; and Dave McShane, Suzanne Sons, and Don DeBiase, four complimentary general clubhouse admissions to opening day at Arlington International Racecourse.

Contributions are still being accepted! Contact Barb Knoff at extension 2490 for details.

Continuing Education

(continued from page 3)

Development and international trade as well as professional development for real estate re-licensure and updates for the paralegal profession.

The coordinators agree that communication and program management was easier when continuing education was centralized, but they have plunged into the change ready to move forward. Soto summarizes: "I knew when I moved to the division last August that the C.E. programs would be in flux. Within the next 18 months the processes will be more integrated and we'll feel more at home."

Inside Harper



Danny and the Juniors provided musical entertainment during the evening. Members of the group include Bill Howard on keyboard, Paul Thompson as lead singer and Patty Roberts and Laurie Wren on vocals.



Steve Catlin and his wife, Kay, stop to chat with Marilyn Monroe and James Dean during the Harper Hop held March 12.



Job seekers met with representatives from area businesses during the Job Fair held on March 23.

Construction Update

Bad weather this winter has delayed the construction of Buildings L and S, but soon the projects will progress full force. "The fall is always a bad time to start a job, but once we get under roof, we can really move," says Don DeBiase, Harper's retiring director of the Physical Plant.

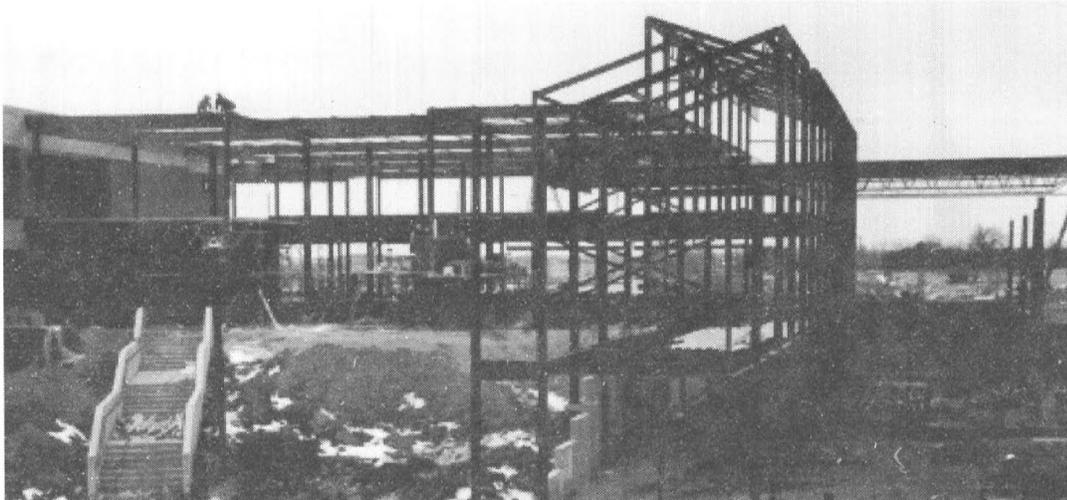
But the new construction is only one of the projects scheduled around campus this spring and beyond. Other remodeling jobs and repairs include reroofing the east end of Building D, installing a sprinkler system and electrical system in Building M, remodeling

campus buildings to meet the requirements of the Americans with Disabilities Act and resurfacing—and possibly joining and enlarging—parking lots 1 and 12 to accommodate the increased traffic for Building L.

When DeBiase hangs up his hat later this month, he'll have headed up Harper's Physical Plant for a decade. "I'm leaving Harper a lot better than I found it," he says, "and I like what we've done!" During his tenure, in fact, the College has replaced nearly every roof on campus; installed

brighter and more efficient exterior lighting; eliminated retaining walls; resurfaced all parking lots (except those being used during construction) as well as the tennis courts and running track; replaced all sidewalks; solved the drainage problems in the athletic fields (under the direction of Chuck Gura); and landscaped extensively.

But as he prepares to leave the College, DeBiase has only one regret: "If only there were a way to get rid of the geese..."



Construction workers atop the frame of Building L were beset by many weather-related delays this winter.

Board of Trustees Budget Planning Calendar

April 22—Review revenue projections and new personnel and capital equipment requests

May 27—Discuss expenditure projections and other fund budgets

June 9—Review Student Activity budget and finalize all other budgets

June 24—Adopt preliminary budget

August 26—Public hearing and adoption of legal budget

Departmental Developments

Congratulations to the staff of the **Harbinger**. The publication took second place honors in the Associated Collegiate Press' "Best of the Midwest" contest in the two-year college category...Cartoonist Dan Beyer's cartoon from the publication's February 18 edition was picked up for national distribution by the Tribune Media Services. This service usually carries only work by professional cartoonists.

Philosophy professor Jerome Stone's paper "Is a Non-relativist Post Modernism Possible?" will be published in the Hervormde Teologiese Studies of the Republic of South Africa...**Mary Ann Jirak** and Harper's **Career Transition Center** have been recognized with the College Placement Council's Award of Excellence for programming...and **Robert Laws**, FA/VA, earned a Master of Science in human administrative services from the Spertus College of Judaica.

Thirty-four handbell choirs will be on campus on Saturday, April 24, at 5:00 pm in Building M for the annual Handbell Festival. *Silver Celebration*, the College's Silver Anniversary piece, will also be presented at this time. Harper's Handbell Choir is directed by **Shirley Hipwell**.

We send a welcome to Harper's new employees. These include **Barbara Hardy**, LAC, part-time Writing Center specialist; **Laurie Lamb**, AE/LS-AED, part-time secretary; **Margaret Canary**, DEV OFF, administrative assistant; and **Jean Blackburn**, data entry clerk, and **Beth Younglove**, part-time accounting clerk, BKSTORE.

Susan Nowakowski, IS/US, has been promoted to local area network specialist, and **Russ Mills**, STU DEV, will serve as the acting dean of Student Development.

Harper Challenge Winners Announced

The results of the Harper Challenge photo contest are in! Although no one identified every photo correctly, four entrants missed only one. (And interestingly, no two entrants missed the *same* one!) Winners include Liz McKay, dean of AE/LS; Steve Catlin, dean of Enrollment Services; George Voegel, former dean of Curriculum Development; and the father/daughter team of Juli Peterson, administrative assistant to the vice president of Academic Affairs, and Ray DePalma, former biology faculty member. In a drawing held during the Harper Hop on March 12, Liz McKay won the grand prize—a print of the Harper College watercolor by artist Tom Lynch. Congratulations, and thanks to all who participated!

The Harper
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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 twenty-fifth of the month for the issue published the following month. Please send contributions to PUB, A302, or call extension 2512.

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Designer: Mike Knudsen
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Printed by the Harper Print Shop
under the direction of Peter Gart

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