

The

insider

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Harper Offers Training Opportunities

"Harper needs to be a pacesetter—top of the line—when it comes to the training and development of staff," says Julianne Seely, Training and Development Specialist. "We can't afford a 'get-by' attitude." Committed to that goal and sustained by enthusiasm, Seely developed a customized plan to explore the workplace needs of personnel at all levels. I am prioritizing those needs and am planning activities that include everyone," states Seely.

She generated a questionnaire to employees that asked questions dealing with recognition, support and availability of opportunities to plan professional goals. Armed with responses, Seely examined what is working for employees and what isn't. Consequently, she implemented a new orientation program for employees—programs that deal with the Americans with Disabilities Act, customer service, the Lunch and Learn programs and programs that explore leadership issues.

A typical orientation program is presented in half-day sessions over a period of three days. An overview of the College is given along with information about employee benefits. Additionally, topics such as multicultural awareness, the Preferred Future, the sexual harassment policy and public safety are discussed.

Lunch and Learn programs were designed for all Harper personnel. They provide information of a general nature and present topics such as "Staying Ahead: Overcoming Procrastination," "Exotic Imports and the Law" and "Working Well Under Pressure." They are presented by outside consultants and are free to all employees.

Programs for supervisory personnel include leadership, communications, interpersonal relationships and staff recognition. They encompass the issues of team building, work values and constructive feedback.

Seely sees the training and development program as achieving one of the statements of the Preferred Future: "To provide resources and experiences that enable employees to grow, receive recognition and develop leadership potential."

—Joellen Freeding

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The President's Message

From time to time, as I travel across campus, a faculty or staff member will stop to ask what projects I've been working on. As a result, I decided to use this column to let you know about some ongoing projects and how they affect the College.

It was a great pleasure last month to accompany Rex Burwell, Peggy Kazkaz, Colleen Burns, Randy Schietzelt, John Clarke, Janet Friend-Westney, Chris Staub and Harper Trustee Larry Moats to the Illinois Community College Board meeting in Springfield. Harper received the ICCB Award for Excellence in Teaching and Learning for the Coordinated Studies "Global Village" program. Congratulations to all involved. It was especially nice to receive the award this year as we focus on the Preferred Future goal of teaching and learning.

As another ICCB-related note, we are on the list for approval of a state-funded \$6.5 million capital construction project to fund additional classrooms and a multipurpose auditorium. This list now goes to the Illinois Board of Higher Education. I'll keep you posted on the progress.

I am currently serving on the ICCB Statewide Planning Steering Committee. At last month's meeting, we completed review of the final draft of the state plan, which emerged after a series of town meetings throughout the state over the past six months. The plan will guide the direction of the community college system and includes vision and mission statements

as well as goals for teaching/learning strategies, student access, fiscal and performance accountability, and community building. This is the first time that the entire state community college system has worked together in a plan of this nature.

In July I also became the president of the ICC Presidents' Council, which recently cosponsored a Teaching/Learning Conference with the ICC Faculty Association. Through participation in this organization, Harper Phi Theta Kappa graduates who plan to go on to four-year institutions have received additional scholarship opportunities at Illinois private institutions and state colleges and universities.

As chairman of the board of the Northwest Suburban Association of Commerce and Industry (NSACI), I have been able to observe firsthand the educational and training needs of business, small and large, in our area. Linda Soto has been working with NSACI to develop a Small Business Network. She also attended NSACI's Leadership Academy this year along with Pat Coleman of CAD and Manufacturing.

Another project that I have been actively involved in (with David McShane) is the Statewide Telecommunications Taskforce. The state recently awarded a \$1.3 million grant to the North Suburban Higher Education Regional Consortium to set up a telecommunications network that will connect teachers and students throughout the state via two-way television.

Harper's partners in this effort include the College of Lake County, Oakton Community College, Northeastern Illinois University, National Louis University and DePaul University.

I recently attended the Association of Community College Trustees' Annual Conference in Toronto, where I led a seminar entitled "Marketing the Board." I also spoke on Harper's Preferred Future at the National Council of Marketing and Public Relations in Chicago last month. A benefit of presenting at national conferences is that I have the opportunity to spread the word about what is going on in community colleges in Illinois—and specifically here at Harper. I am gratified to hear from colleagues and others in my travels the positive impression that many already have about the good work we at Harper College are doing.

I feel very strongly that these projects are important to both the College and our community, and I am eager to share any information with all of you. Please feel free to call me with any comments or questions—or stop me when we pass on campus.



FOCUS ON

Human Performance Lab

Harper's Human Performance Lab serves a twofold purpose. First, it provides a training program for students studying cardiac technology, and second, it offers health assessments and fitness programming for community members.

Programs for Students...

Students in the limited enrollment cardiac technology program choose one of three tracks, cardiodynamics, cardiac rehabilitation or cardiovascular fitness. The cardiodynamics track prepares students to monitor heart rhythms and perform electrocardiograms, cardiac ultrasound exams and treadmill stress tests. (Harper is the only community college in the state to offer this specialization.)

The second track, cardiac rehab, offers training for students interested in working with patients in hospitals and rehab centers. Students learn to perform treadmill and fitness tests, develop exercise programs for people with special needs, lead exercise classes and monitor clients via radio telemetry.

Students in the third track, cardiovascular fitness, train to work in corporate fitness centers. They learn to perform fitness assessments, conduct behavior modification classes, carry out body composition analyses, lead exercise classes and develop a budget for health and fitness facilities.

Students in all three tracks are required to work in Harper's clinical programs. "The students work under staff supervisors to gain clinical experience to

bring their classroom instruction to life," says Will Hoffman, director of the Human Performance Lab." He adds, "They also bring added enthusiasm to the community programs."

...and Programs for the Community

Hoffman notes that community members may participate in one or more of four programs. These include cardiac rehab, medical assessments, nutrition and preventive reconditioning.

Clients participating in the cardiac rehab program have either suffered a heart attack, had bypass surgery or angioplasty or have been diagnosed with coronary artery disease.

"Clients who enter the program after a coronary incident will have started their Phase I rehab in the hospital," says Cardiac Rehab Supervisor Laura Adams. "Phase II and III treatments are

available at Harper, and by the time these people get here, they're ready to listen!" They first enroll in Phase II, a three-month sequence that offers physician-supervised and telemetry-monitored exercise. When they move on to Phase III, Adams explains, the clients have more exercise options and more flexible scheduling. "Both phases," she adds, "offer a strong educational component—including nutritional guidance."

Harper's preventive program, Get Fit, offers exercise options with more individualized attention than is often available in a fitness center. As its fourth service, the Human Performance Lab offers medical assessments—stress tests, blood workups and pulmonary function and body fat analyses.

For more information about Harper's Human Performance Lab, please call extension 2468.



Full-time members of the Human Performance Lab staff look over the new computer program for their EKG monitoring system. They include, from left, Debbie Tellschow, Sherilyn Sorem, Mary Strama, Will Hoffman and Laura Adams. The Lab is also staffed by seven other full- and part-time employees.

INSIDER'S VIEW

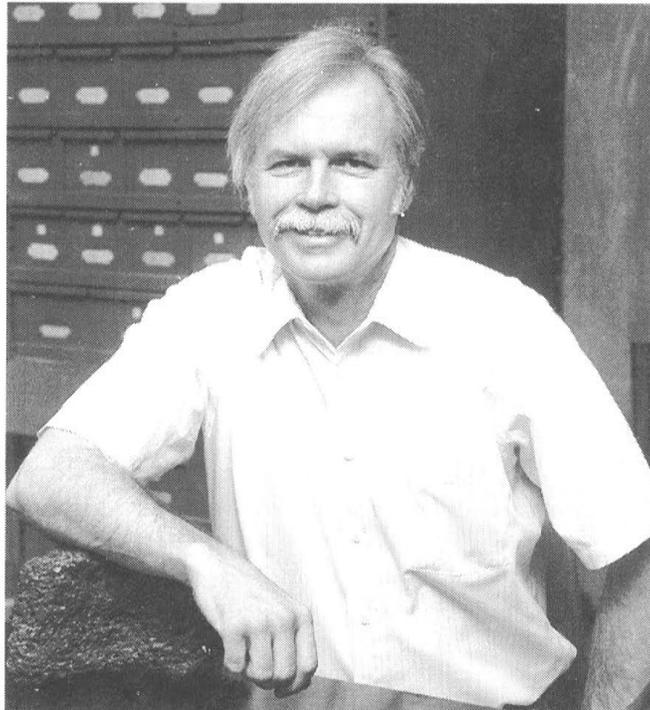
Larry Knight

Larry Knight was brought up to follow the golden rule—advice that has come in handy during his tenure here at Harper. In fact, he says, as Faculty Senate President from 1982-86, he frequently called upon this skill.

"As president, I was a lightning rod for problems!" he explains. "But I found that by being empathetic—and not stepping on toes—I could be more effective." He adds that his term was a wonderful growing period for him personally. "I learned so much about people, and I feel lucky to have held the position."

Knight joined the Harper faculty in 1971 after working in exploration geology for Amoco and completing grant-funded coursework designed to train community college teachers. Since he's been here, he has taught physical geology, historical geology and physical science and presently chairs the physical science department.

On the community level, Knight is active in Friends of the Palatine Library and is, in fact, a past president. The group sponsors used book sales to raise funds for the library, a project Knight especially enjoys as both he and his wife collect used books.



Larry Knight

Born: Fort Wayne, Indiana

Education: B.S., geology, Purdue University; M.S., geology, Southern Illinois University

Family: Wife, Betsy; three children, Jessica, 18, a distinguished scholar at Harper, Meredith, 12, a seventh grader at Winston Park Jr. High School, and Gavin, a second grader at Lake Louise Elementary School

Interests: Geology as both a vocation and an avocation. (I can't separate the two!) I love the outdoors and nature.

Best advice my parents gave me: You can go a long way by practicing honesty and following the golden rule.

If time and money were not a problem: I would travel. I'd start by taking a driving trip to Alaska.

I would like to learn: to be computer literate.

I don't care much for: people who are negative.

Favorite food: Ethnic, especially spicy. I like to try the ethnic restaurants on the north side of Chicago.

One of the books I'm currently reading: *Wonderful Life: The Burgess Shale and Nature of History* by Stephen J. Gould

Favorite movies: foreign

Inside Harper



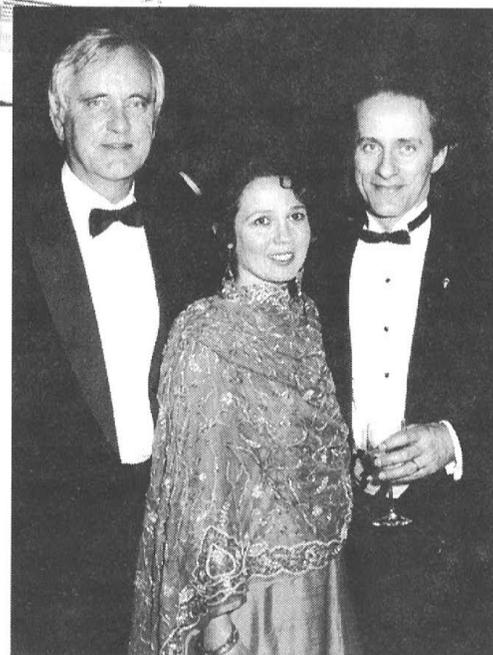
Kathi Osborne and Don DeCarl rehearse for the College's production of *Side by Side by Sondheim*. The play will be performed this month. Call the Box Office at 925-6100 for ticket information.



Representatives of the Sister City program shared information on life in Cape Coast, Ghana, at the Festival of Nations during Harper's Intercultural Week: Unity Through Diversity.



Attendees at the Educational Foundation's Arts for Our Sake Ball were greeted by Tom and Barb Knoff and Pat Paulford (right). Proceeds from the event benefit the arts at the College.



Artist and former Harper student Keith Peterson, right, donated etchings of Salt Creek to each attendee. Here he is shown with his wife, Roberta, and Art Professor John Knudsen. Both Peterson and Knudsen also donated artwork for the auction.



Christa Kraft and her husband Horst enjoyed a pair of Ball tickets - won in a drawing on October 22.

Departmental Developments

Harper faculty members and staff are making cultural arts news! Adjunct LIB ARTS faculty member **Joanne Koch's** production, *A Leading Woman*, was staged by the Chicago Writers' Bloc last month at the Theatre Building in Chicago. In addition, Student Activities Coordinator **Michael Nejman's** photo celebration of cemeteries is being featured through November 27 at the Trojkat Gallery in Chicago. His show is entitled *To Die For!*

Duane Sell, TM/PS, participated in an invitational workshop sponsored by the National Science Foundation last month. Participants served as project directors of faculty enhancement, course/curriculum and calculus grants that involve coalitions of faculty from two- and four-year institutions...**Jane Thomas**, Early Childhood Education, chaired a preconference session, "Childcare and Family Support: Current Trends and Hot Topics," at the annual conference of the National Association for the Education of Young Children in Anaheim, California, earlier this month...**Beverly Hoffman**, ADM OUTR, will serve on the Community Companion Volunteers Advisory Board for the Lutheran Community Services for the Aged in Arlington Heights...**Rich Seiler**, Bookstore manager, has been elected president of the Illinois Association of College Stores. His term begins April 1...and **Joan Young**, PUB, chaired the committee that coordinated the National Council of Marketing and Public Relations Regional Conference held in Chicago last month.

In other campus news, **Carrie Dobbs**, ESL-linguistics professor, has been appointed Professor Emeritus from January 1994-January 1995; **Patricia Ramsey**, AE/LS, has been promoted to coordinator, Workforce Instruction; **Norma Johnson** joins the staff of TM/PS as a part-time secretary; and **Corinna Dobek** has been hired as a bilingual secretary. She will split her time between CNS and AE/LS.

Our best wishes go to **Kelly Hamontree**, PEAR, and her husband, Dean, on the birth of their daughter, Taylor Ann; to **Rich Seiler**, Bookstore, and his wife, Evelyn, on the birth of their daughter, Heather Rose; to **Bruce Bernstein**, Fire Science Technology, and his wife, Lisa, on the birth of son Matthew; and to **Tim Manning**, Architectural Technology, and his wife, Karin, on the birth of their daughter, Emma.

We send our condolences to **Kris Howard**, Board of Trustees, on the death of her husband, Ernest; to **Lea Bartow**, LS/HS, on the death of her mother-in-law; to **Jennifer Pitek**, CNS, on the death of her father; to **Katchen McDonald**, PEAR, on the death of her mother; to **Bonnie Kurth**, CAD/MFG, on the death of her father; and to **Connie DeBoey**, STU DEV I, on the death of her mother.

Retirees' Corner

Four members of the Harper College staff will be honored during a retirement celebration on Thursday, December 9. These include Carrie Dobbs, English as a Second Language; Warren Hill, Custodial Services; Fran LaRue, Center for New Students; and Patrica Schneider, Accounting Services. Join us at 2:30 pm in the fireplace area of Building A as we wish them well!

The Harper
insider

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, S101c, or call extension 6125.

**Editor: Ann Goldberg
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**1200 West Algonquin Road
Palatine, Illinois 60067-7398**