

President's Report

September 2011

Fall marks a beginning of the academic year and there is much anticipation in the air. This mid-September report is being written with the Fall term in full swing. Faculty and staff have settled in and many of our new students have begun to discover the rigor of College-level work. This is a very busy and exciting time on a college campus.

Like most of our sister community colleges across the State and throughout the country, enrollment is flat or down. In our case, headcount is about flat and our FTE enrollment is down approximately 2%. This is largely due to the unusually high growth rates we experienced over the past few years as the economy faltered. This rate of growth was unsustainable. As a result, we had anticipated that enrollment would grow at a slower rate — or between 1-3 %. In addition, some of the stimulus money that funded job training efforts for dislocated workers is now depleted. We believe the projected State revenues that were built into the budget along with close monitoring of expenditures will cover any shortfalls from tuition.

In this last week we filled two very critical positions at the College. This month we will be requesting that the Board ratify the selection of our new Physical Plant Director, Mr. Darryl Knight, along with Ms. Marjorie Kozlowski, who will serve as our new Director of Nursing. These two positions manage large portions of our administrative and academic operations and we welcome both Darryl and Marjorie to the College.

This week the College welcomed back Professor Glenn Taylor, author of *The Ballad of Trenchmouth Taggart*. Professor Taylor's book was the first selected for our new "One Book One Harper" program. It was a delight to have a former Harper professor's book anchor this program which selects one common book for the entire College to read and discuss from the perspective of many different disciplines. We intend to grow this program annually.

We are working very hard to discover tools that will enable us to focus more finely on those students who might experience difficulties with college success. We know from our own research that young men 18-24 years of age have difficulty and African-American men, in particular are at-risk. However, we believe we can define at-risk more specifically. For that reason, we are entering into a contract with IBM Inc. to develop a model which more accurately predicts success and failure. Utilizing sophisticated statistical software and artificial intelligence tools, we are seeking to model the student whose characteristics suggest he/she would be successful in attaining between 15 hours and 30 hours of academic credit. If we are successful in proving that model, we will then be able to much more precisely target those students who

need additional assistance and apply our resources accordingly. We are very excited about this project and will inform the Board as to our progress.

Early next month, on October 7, the College will be hosting a Manufacturing Summit. This meeting will bring together large manufacturing tool makers, CEO's of small to medium manufacturing companies, secondary educators, post-secondary educators, and thought leaders from the Illinois Manufacturers' Association to discuss the need for skilled workforce in this sector. Our intent is to develop a secondary to post-secondary curriculum pathway that supports advanced manufacturing in our District and across the northern Illinois region. Currently, there are more than 7,000 jobs in advanced manufacturing in our area that are "at-risk" as incumbent workers begin to retire. We are responding to an urgent call to examine this issue and seek ways to respond. The response from businesses and school leaders to engage with us on this issue has been very encouraging. We look forward to briefing the Board as we go forward.

At the end of the month, we should be notified by the Department of Labor as to the status of the two TAA grants we submitted for funding. We are very hopeful that one of the two, if not both, will be selected for funding. For us that would mean a minimum of \$700,000 in funding that would support dislocated workers in our District to a maximum of \$2.3 million. We should know the results of this competition by our October Board meeting.

There has been a lot of other activity on the campus this month, as is highlighted below.

Student Success and Engagement

- Student Activities coordinated the following Welcome Week activities:
 - Welcome/information tables were set up at three locations around campus during the hectic first two days of classes to assist students in finding classrooms and getting involved in campus life. An estimated 2,218 students asked for assistance at the tables.
 - Campus Activities Board produced an event featuring Bizarre Magician Brian Brushwood, one of the top performers in the college market. Brushwood has been featured on *The Tonight Show with Jay Leno*. Approximately 500 students checked out the event, and another 135 watched on-line as it was streamed "live" over the Internet.
 - There was a Pep Rally/WHCM Live Remote in the Quad which included several performances by the Harper College Pom & Dance Team, football players distributing season schedules, and students participating in spontaneous "dance offs." Free ice cream sundaes were provided by Student Development. PACE, DART and Harper's Green Committee joined efforts to promote public transportation, along with radio station *The Loop* and their "Crash on Campus" promotion. An estimated 500 students participated.
- The men's cross country team won the Eighth Annual Harper Invitational Cross Country Meet in August.
- Terry Morris, CIS faculty, contributed to Patti Shank's new book, *The Online Learning Idea Book: 95 Proven Ways to Enhance Technology-Based and Blended Learning: Volume 2*.

- Orientation Leader, Mike Gannon, from the Center for New Students was featured in the Washington Post as a guest blogger for the Campus Overload blog.
- The Center for New Students provided advising and orientation services to 3,111 new full-time students this summer.
- Admissions Outreach hosted a Fast Track Information Session at the Harper Professional Center in Schaumburg. This was the first time an information session had been held at this location, as they are typically held on the main campus.
- Fifty-four Whitman Elementary School staff members visited the NEC Reading Room and were given an overview of the services provided to NEC students and their families. They also received an overview of the services available from AED.
- Center for Innovative Instruction produced a multimedia presentation for the Harper Early Alert Team. This presentation is designed to help Harper faculty and staff recognize, react, and respond to problems.
- Tom Knoff and Kurt Hemmer were featured in a Tribune article about their documentary *Wow! Ted Joans Lives!*

Information Technology

- Tested and deployed a new self-service document scanning station for students and community members in the College library. This provides the ability to scan a document and send it to an email address or copy it to a portable memory device. This offers a more ecological alternative to making photocopies and should help reduce paper and toner usage.
- Launched the Health Information Technology Lab/Classroom to support the Health Information Technology program. This classroom contains 33 desktop computers in addition to SMART Classroom technology to provide state of the art presentation capabilities for the instructor.
- Improvements were made to the print shop job submission systems allowing faculty and staff to submit printing requests from both on and off campus.
- Developed a function to display student's personal email address via the portal at login, and allow students to update their email address as appropriate. Personal email addresses are used for the automated password reset function. In one week, more than 1,500 students updated email addresses in the system.
- Members of the IT team met with Valencia College to learn more about their approach to mandatory placement of students into developmental classes using Banner.
- Developed and implemented a Banner workflow to allow department chairs, coordinators and faculty to electronically receive override requests from students and either approve or decline the requests. The workflow replaces a paper-based process that often took many days to complete.

- At the suggestion of our students, a “Clubs and Orgs” tab was added to the student portal. This tab provides students with information regarding civic engagement, legal and financial guidance, and community outreach.

Workforce and Strategic Alliances

- Harper’s SBDC has been named the “State Star” by the Department of Commerce and Economic Opportunity. Bonnie Richter, who manages the SBDC, was acknowledged for her efforts at a national conference in San Diego earlier this month.
- Continuing Education has completed its move to the Wojcik Conference Center. Staff stationed permanently at the front desk of the Wojcik Conference Center will be assisting with walk-in and phone registration.
- Continuing Education began offering programming for students with intellectual disabilities, which has been warmly received by the community.

Marketing

- Harper College has been named a 2012 Military Friendly School. The title recognizes select universities and colleges for their efforts to embrace America’s veterans-turned-students. The designation is given to the top 20% of more than 8,000 colleges, universities and trade schools surveyed by G.I. Jobs magazine. Harper stood out in part for its on-campus veterans programming, which includes the Student Veterans Association, launched last year. Harper has more than 500 student veterans.

Educational Foundation and Community Relations

- Raised \$43,000 in major gift commitments (17% to goal). Gift commitments include the initiation of 3 new scholarship funds.
- Secured 2 new planned gift commitments totaling \$50,000 (18% to goal).
- Awarded \$106,000 from Alexian Brother’s Health System in support of Bilingual Nursing Students.
- Awarded \$7,500 from McGraw Foundation in support of the Summer Bridge program.
- Awarded \$5,000 from Mortenson Construction in support of the Distinguished Alumni Reception.
- Awarded \$5,000 from Northrop Grumman in support of the Choice Scholars Institute.
- Awarded \$50,000 from Schneider Electric/Square D Foundation. \$40,000 in support of Green Technology, \$8,000 in support of the Harper College Tech Center, and \$2,000 in support of the Women’s Program.

- Completed the first e-newsletter for Alumni. This will be emailed in mid-September along with the College's completion of the website updates.

Planning and Institutional Effectiveness

- The climate survey has been sent to all employees. This represents one of three institutional surveys conducted through the Office of Research. The others include the Community College Survey of Student Engagement (CCSSE) which focuses on student perceptions, and the Community Survey which focuses on community needs perceptions.

Finance

- Community College Business Officers Conference – Bret Bonnstetter attended the Community College Business Officers Annual Conference in Louisville, Kentucky from September 18 – 20. Bret presented with Tom Huberty of Sightlines on “Creating a Knowledge Base ‘Map’ of Strategic Facilities Information” at this conference.

Human Resources

- Work on the College's Compensation Study continues. The College's consultant, Mercer, has recently benchmarked selected Harper positions against its own national survey data to ensure good matches between Harper position general functions and comparator general functions. Committee representatives are currently reviewing this information with their constituencies and providing feedback to Mercer. Comparative salary and benefit information for peer and local comparators will be presented in future committee meetings.
- On Wednesday, September 21, the College held a Recognition and Appreciation Breakfast to thank the employees who assisted with the clean-up and restoration of College services after inclement weather on July 22, 2011. This storm resulted in the loss of electricity and flooding in several buildings on campus. Once it was determined that the campus and its buildings were safe to enter, many staff members and their work teams responded quickly to assess, limit and clean-up the damage created by the storm and relocate services and courses. Damage to campus buildings and equipment was estimated at \$350,000. (Harper's insurance deductible is \$5,000.) If not for the quick response of many Harper staff members, the interruption of classes and service operations would have been more significant and the physical damage total much greater.
- The Celebrations Committee, a cross-representative committee of faculty and staff, has been convened to plan, coordinate and execute employee celebrations during the academic year. It is our hope to build some new annual traditions that provide opportunities for appreciation, fellowship . . . and fun.
- Total Compensation Statements were recently mailed to employees, providing in detail the value of most of the college's individual employee benefits and as a resource for understanding the value of employment at Harper College beyond an employee's base salary.

Physical Plant

- Five firms have been interviewed for the D Building Renovation out of a total of twenty submittals. A recommendation for architect/engineer selection will be made at the September Board Meeting. Pending approval, programming and design will commence immediately thereafter.
- Seven firms have been interviewed for the Student Center project out of a total of thirty submittals. A recommendation for architect/engineer selection will be made at the October Board Meeting. Pending approval, the recommended firm will then be submitted to the Capital Development Board (CDB) for final approval. Pending approval from the CDB, programming and design will commence immediately thereafter (anticipated Spring 2012).
- Construction documents by Holabird & Root for the G & H Remodeling Project are at 50% completion, and have been reviewed by Harper College faculty, staff, and administrators. These documents are expected to be 100% complete by year-end and then submitted to the Capital Development Board (CDB) for final approval. Construction is anticipated to commence late Spring/early Summer 2012.
- Euclid and Roselle Road Entrances programming and design is underway by JJR, LLC. Schematic designs are scheduled to be reviewed in late September. Pending approval, construction documents will commence in late October, with construction anticipated to begin early Summer 2012.

Our September Board/Staff Workshop has begun our work in collaboratively developing policies for the College. I look forward to continuing these conversations.

As was noted, we are completing the selection processes for the architectural firms that will be designing our entrances, additions to buildings, and renovations. Soon, we will be seeing and experiencing the impact of our Campus Master Plan.

It's going to be a busy and productive year as we continue to focus on our student success theme. We are off to a great start!

Ken