PROFILE
OF
HARPER COLLEGE
1980-81
The spirit of Harper College is reflected in its name. William Rainey Harper was a scholar, teacher, writer and administrator who devoted his life to the pursuit of excellence in education. As the first president of the University of Chicago, Dr. Harper initiated programs to bring education into the community for those who could not become resident students at a university. This concept was the basis for the establishment of the community college system and the eventual founding in 1965 of William Rainey Harper College.

In 1967, Harper College opened with an enrollment of about 1,700 students. Today the College's enrollment stands at approximately 20,000 students of all ages participating in degree credit, continuing education, and extension courses on the Harper campus or at other locations throughout the district.

Harper College makes available degree credit and credit free offerings at over 30 off-campus locations, including high schools, hospitals and public libraries.

Nearly one-sixth of the College's degree credit students attend off-campus classes, and over half of these students attend at more than one location. About one-fourth of continuing education students attend off-campus classes.

The College's records contain nearly 118,000 student records dating back to 1967 when the first classes were held. Many more area residents have come to the campus to attend forums, concerts, and cultural and athletic events.

For the many residents in the College community, Harper provides the opportunity for developing a career, obtaining the first two years of a bachelor's degree, learning new skills, retooling for career advancement or change, enriching the quality of one's life, or simply enjoying the discovery of new knowledge. In meeting the varied and changing educational needs of district residents, Harper College continues to be a dynamic institution, a community college in the truest sense of the term.
LOCATION:
Algonquin and Roselle Roads
Palatine, Illinois 60067

TELEPHONE NUMBERS:
General Information: (312) 397-3000
Admissions: (312) 397-3000, extension 500

SERVING THE COMMUNITIES OF:

Arlington Heights
Barrington
Barrington Hills
Buffalo Grove*
Carpentersville*
Deer Park*
Des Plaines*
Elk Grove Village
Fox River Grove
Hanover Park*
Hoffman Estates
Inverness
Lake Barrington
Mount Prospect
North Barrington
Palatine
Prospect Heights
Rolling Meadows
Roselle*
Schaumburg
South Barrington
Tower Lakes
Wheeling

*Portions of these communities are included in the district.

TOTAL DISTRICT POPULATION
473,000

MISSION STATEMENT

The mission of William Rainey Harper College, as part of the system of public community colleges of Illinois, is to provide a comprehensive program of postsecondary education services for residents of its district as well as certain specialized educational programs and services in cooperation with other nearby community colleges. Programs and services offered are those that best meet the needs of the community and simultaneously enable each student maximum opportunity to learn and develop. The College offers innovative and creative programs and services to as many residents as possible while attempting to maintain the highest quality permitted by available resources. These programs and services are provided at a reasonable cost to students, district taxpayers, and the State of Illinois. Each student is welcomed without discrimination and encouraged to seek and consider every idea and opportunity available that will contribute toward setting realistic individual goals and achieving those goals through successful educational experiences.
BOARD OF TRUSTEES (1980-81)

Brian M. Barch, Chairman
Joan M. Klussmann, Vice Chairman
Janet W. Bone, Secretary
Shirley A. Munson
David R. Tomchek
George F. Dasher
Ray V. Mills
John R. Malkowski, Student Trustee

Arlington Heights
Arlington Heights
Palatine
Palatine
Barrington
Palatine
Palatine
Mount Prospect

GENERAL ADMINISTRATION

James J. McGrath, President
David L. Williams, Vice President of Academic Affairs
James D. Perry, Vice President of Administrative Services
Donn B. Stansbury, Vice President of Student Affairs
John A. Lucas, Director of Planning and Research
Elaine N. Stoermer, Director of College Relations

ACADEMIC AFFAIRS

Charles T. Harrington, Dean of Instruction
George H. Voegel, Dean of Educational Services
Patricia G. Bourke, Associate Dean of Life Science and Human Services
George C. Dorner, Associate Dean of Technology, Mathematics, and Physical Science
Larry S. King, Acting Associate Dean of Business and Social Science
Martin J. Ryan, Associate Dean of Communications, Humanities, and Fine Arts
John A. Gelch, Associate Dean of Physical Education, Athletics and Recreation
William R. Howard, Director of Continuing Education and Program Services
Alfred A. Dunikoski, Director of Media Services
Ambrose Easterly, Director of Library Services
Jean E. Lytle, Director of Nursing

ADMINISTRATIVE SERVICES

Anton T. Dolejs, Director of Finance
Arthur L. Bowers, Director of Computer Services
Donald M. Misic, Director of Physical Plant
John A. Neuhaus, Director of Personnel
Betty L. Lewis, Acting Director of Food Service

STUDENT AFFAIRS

Steven J. Catlin, Director of Admissions and Registrar
Elizabeth R. McKay, Director of Environmental Health
Jeanne A. Pankanin, Director of Student Activities
Anne F. Rodgers, Director of Student Development
Fred A. Vaisvil, Director of Public Information

(See Organization Charts, Appendix A)
HARPER COLLEGE STAFF ORGANIZATIONS

Faculty Senate
Karen Keres, President
Wallace Davis, Vice President
Vera Murchison Davis, Secretary
Roy Steffens, Treasurer

Classified Employees Council
Frank Firak, Chairman
Sandra Manner, Vice Chairman
Jan Langdon, Secretary

Representatives
Polly Brandt    Vicki Rowe
Suzan Dabisch   Rena Trevor
Bill Neumann    Audree Walsh
ACADEMIC AREAS

DEPARTMENT/DISCIPLINE

Business and Social Science

Accounting
Anthropology
Banking, Finance and Credit
Data Processing
Economics
Education
Food Service Management
Geography
History
Journalism
Legal Technology
Management
Marketing
Material Management
Political Science
Psychology
Real Estate
Secretarial Science
Sociology

Communications, Humanities and Fine Arts

Art
English
Fashion Design
Fine Arts
French
German
Humanities
Interior Design
Literature
Music
Philosophy
Reading
Spanish
Speech

Life Science and Human Services

Biology
Child Development
Criminal Justice
Dental Hygiene
Dietetic Technician
Health Science
Nursing
Operating Room Technician
Park and Grounds Management/Horticulture
Technology, Mathematics and Physical Science

Architectural Technology
Astronomy
Building Codes and Enforcement
Chemistry
Electronics Technology
Engineering
Fire Science Technology
Geology
Mathematics
Mechanical Engineering Technology
Numerical Control
Physical Science
Physics
Refrigeration and Air Conditioning

Physical Education, Athletics and Recreation

Physical Education
Recreation

Special Services
Adult Basic Education
Handicapped Services
Learning Skills Laboratory
Tutoring

Continuing Education and Program Services

Center for Material Management Education
Center for Real Estate Education
Community Development Education Center
Community Program (general studies and non-credit courses)
Health Care Program
Institute for Management Development
Women's Program
CAREER PROGRAMS

Harper College offers the following career/vocational programs. Both associate degree and certificate programs are offered in many of the subject areas.

Accounting Aide
Accounting Clerk
Accounting - Payroll
Agricultural Marketing - Commodity Futures*
Architectural Technology
Baking
Banking, Finance and Credit
  Banking option
  Savings & Loan option
Brokers License Certification
Building Codes and Enforcement
Business Machine Repair Technology*
Certified Professional Secretary
Child Development
Clerical
Clerk-Typist
Cooking
Criminal Justice
Data Processing - Clerical
Data Processing - Computer Operator
Data Processing Technology
Dental Assisting*
Dental Hygiene
Dental Laboratory Technology*
Dietetic Technician
Digital Electronics and Microprocessor Technology
Electronics Technology
Executive Secretarial Development
Fashion Design
  Design
  Merchandising option
Fire Science Technology
Food Service Management
General Office Assistant
Heating Service
Horticulture
Industrial and Retail Security
Industrial Sales Management and Development
Interior Design
Journalism
Legal Secretary
Legal Technology
Library Technical Assistant*

*These programs are offered through cooperative agreements with other community colleges.
CAREER PROGRAMS (continued)

Machinist
Marketing Mid-Management
  General Marketing option
  Supermarket Management option
Material Management
Mechanical Drafting
  Mechanical Engineering option
  Production Engineering option
Medical Office Assistant
Medical Record Technology*
Medical Transcriptionist
Numerical Control Technician
Nursing
Operating Room Technician
Park and Grounds Operation Management
Physical Therapist Assistant*
Plant Maintenance*
Production Welding
Public Administration
Real Estate
Refrigeration and Air Conditioning
Refrigeration Service
Residential Comfort Systems
Respiratory Care*
Retail Merchandising
Stenographer
Supervisory and Administrative Management
Vending Machine Repair
Word Processing
Word Processing Operator
X-Ray Technology*

*These programs are offered through cooperative agreements with other community colleges.

TRANSFER PROGRAMS

Art
Business Administration
Engineering
Health Education
Liberal Arts
Music
Physical Education
Recreation
Science and Mathematics
## ENROLLMENT

### COMPARISON OF 1979 AND 1980 FALL ENROLLMENTS BY DIVISION

<table>
<thead>
<tr>
<th>Division or Organizational Unit</th>
<th>FTE 1979</th>
<th>FTE 1980</th>
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</thead>
<tbody>
<tr>
<td>Business and Social Science</td>
<td>2777.9</td>
<td>3033.8</td>
</tr>
<tr>
<td>Technology, Math and Physical Science</td>
<td>1270.9</td>
<td>1432.0</td>
</tr>
<tr>
<td>Communications, Humanities and Fine Arts</td>
<td>1660.3</td>
<td>1795.4</td>
</tr>
<tr>
<td>Life Science and Human Services</td>
<td>890.6</td>
<td>917.4</td>
</tr>
<tr>
<td>Physical Education, Athletics and Recreation</td>
<td>111.5</td>
<td>58.7</td>
</tr>
<tr>
<td>Special Services</td>
<td>462.8</td>
<td>500.1</td>
</tr>
<tr>
<td>Continuing Education, High School</td>
<td>446.1</td>
<td>460.5</td>
</tr>
<tr>
<td>Cooperatives, University Extension</td>
<td>71.9</td>
<td>65.2</td>
</tr>
</tbody>
</table>

### STUDENT-FACULTY RATIO

<table>
<thead>
<tr>
<th>Credit FTE Students</th>
<th>FTE Faculty</th>
<th>Ratio</th>
</tr>
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<tbody>
<tr>
<td>1979 7278</td>
<td>316</td>
<td>23.1</td>
</tr>
<tr>
<td>1980 7931</td>
<td>335</td>
<td>23.7</td>
</tr>
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</table>

### ENROLLMENT BY MAJOR AREA OF STUDY

<table>
<thead>
<tr>
<th></th>
<th></th>
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<th></th>
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<tbody>
<tr>
<td>Business and Social Science</td>
<td>1762</td>
<td>1976</td>
<td>3343</td>
<td>3316</td>
</tr>
<tr>
<td>Technology, Math and Physical Science</td>
<td>603</td>
<td>736</td>
<td>866</td>
<td>901</td>
</tr>
<tr>
<td>Communications, Humanities and Fine Arts</td>
<td>3584</td>
<td>4241</td>
<td>401</td>
<td>371</td>
</tr>
<tr>
<td>Life Science and Human Services</td>
<td>98</td>
<td>101</td>
<td>1368</td>
<td>1406</td>
</tr>
<tr>
<td>Physical Education, Athletics and Recreation</td>
<td>58</td>
<td>93</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special Services</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Continuing Education, High School</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Cooperatives, University Extension</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Women's Programs</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
### NUMBER OF FACULTY BY DIVISION

<table>
<thead>
<tr>
<th>Division</th>
<th>Courses</th>
<th>Full-Time Faculty</th>
<th>Full-Time Equivalent Faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business and Social Science</td>
<td>217</td>
<td>46</td>
<td>47.7</td>
</tr>
<tr>
<td>Communications, Humanities and Fine Arts</td>
<td>168</td>
<td>43</td>
<td>18.6</td>
</tr>
<tr>
<td>Continuing Education and Program Services</td>
<td></td>
<td></td>
<td>All part-time faculty equivalent to 33 full-time</td>
</tr>
<tr>
<td>Life Science and Human Services</td>
<td>129</td>
<td>36</td>
<td>23.5</td>
</tr>
<tr>
<td>Physical Education</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Athletics and Recreation</td>
<td>40</td>
<td>5</td>
<td>3</td>
</tr>
<tr>
<td>Special Services</td>
<td>34</td>
<td>8</td>
<td>23</td>
</tr>
<tr>
<td>Student Development</td>
<td>15*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Technology, Mathematics and Physical Science</td>
<td>142</td>
<td>31</td>
<td>29</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>184</td>
<td></td>
<td>144.8</td>
</tr>
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</table>

### DEGREES OF FULL-TIME FACULTY BY DIVISION

<table>
<thead>
<tr>
<th>Division</th>
<th>Master's Degree</th>
<th>Doctorate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business and Social Science</td>
<td>29</td>
<td>5</td>
</tr>
<tr>
<td>Communications, Humanities and Fine Arts</td>
<td>28</td>
<td>11</td>
</tr>
<tr>
<td>Library Services</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Life Science and Human Services</td>
<td>22</td>
<td>6</td>
</tr>
<tr>
<td>Physical Education, Athletics and Recreation</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Student Development</td>
<td>9</td>
<td>7</td>
</tr>
<tr>
<td>Technology, Mathematics and Physical Science</td>
<td>28</td>
<td>4</td>
</tr>
<tr>
<td>Special Services</td>
<td>6</td>
<td>1</td>
</tr>
</tbody>
</table>

*Includes one Admissions Counselor*
FACTS ABOUT HARPER STUDENTS

Did you know that . . .

* The average age of Harper students is 27?

* Fifty-five percent of the students are women?

* Sixty-one percent of Harper students work full time while attending Harper?

* Nine percent of Harper students have a bachelor's degree or higher—In continuing education, 35 percent have already achieved a bachelor's degree or higher?

* Palatine Township shows the highest percentage of population enrolled in traditional credit programs while the Barrington area provides the highest percentage of population for continuing education offerings?

* Two-thirds of Harper's career students become employed full time upon leaving Harper?

* One-third of Harper students transfer to another college?

* One out of every six career students will complete a degree within three years?

* The average salary of Harper alumni who work full time is about $11,700, which is higher than the salary earned by alumni in other community colleges throughout Illinois?

* Fifty percent of former Harper career students now working are very satisfied with their jobs?

* Three-fourths of the jobs they hold are closely related to their major field at Harper?

* More than fifty percent of Harper career students are working within the district, and another ten percent are working close to the Chicago Loop?
STUDENT CLUBS AND ORGANIZATIONS

Student Senate
College Center Program Board
WHCM Radio
The Harbinger, Student Newspaper
Association of Legal Students
Astronomy Club
Ba'hai Club
Catholic Campus Ministry
Cheerleaders
Circle K
Data Processing Club
Engineering Club
Geology Club
Junior American Dental Hygienists Association
Junior Branch of the Food Service Executives Association
Future Secretaries Association
Harper's Bizarre (Fashion Design)
Illinois Association of the Deaf
International Students
Operating Room Technicians Club
Phi Theta Kappa (Honorary Scholastic Society)
Physical Education Majors Club
Pi Theta Epsilon (Law Enforcement)
Political Science Club
Pom Pon Squad
Seekers
Solar Energy and Alternate Resources Club (S.E.A.R.C.H.)
Sophomore Nurses Club
Spread Eagle Ski Club
Student Nurses Association of Illinois
Video Production Club
HARPER COLLEGE BUDGET

I. The Budget Process

The budget is more than a statistical tabulation of numbers that show anticipated revenue and expenditures. It is the financial interpretation of the ongoing educational program for one year beginning July 1 and ending June 30.

Budget planning is a continuous process designed to culminate in the development of a budget that accurately expresses the district's educational program for one year.

Evaluation of the budget at the end of a fiscal year must include an appraisal of the educational program and the total operation of the College.

II. The budgetary cycle consists of the preparation, implementation, and evaluation of the budget. This cycle can be outlined as follows:

A. Preparation
   A cost center function

B. Presentation
   An administrative function

C. Adoption and Authorization
   A Board of Trustees function

D. Administration and Implementation
   A cost center and administrative function

E. Evaluation
   A combined administrative and Board of Trustees function

The budget cycle for Harper College is as follows:

A. July - Actual results of prior year are determined through normal accounting procedures.

B. August - Fund balance residuals from prior year become available.
C. September - October - Preliminary revenue and expenditure estimates are started. (Actual figures for revenue and expenditures may vary from these estimates, depending on the assessed valuation that will be announced in June and the number of new students who actually attend the College in the next September.)

D. October - November - An enrollment study for the following year is completed.

E. December - Overall revenue and expenditure estimates are completed.

Budget requests are sent to deans, associate deans, and other cost center managers.

F. December - January - Budget requests from cost centers are received and tabulated.

G. January - February - The tentative budget is presented to Board of Trustees for review and evaluation.

H. March - April - Budget revenue and expenditure figures are finalized; any necessary adjustments to the tentative budget are discussed.

I. May - June - The revised budget is presented to Board of Trustees for approval; The Legal Budget is posted.

J. June - The assessed valuation is normally announced by the county clerk during June.

K. June - July - The public hearing on the Legal Budget is held.

The Board of Trustees approves and adopts budget.

Tax levy documents are filed.

L. July - The Budget is in force for the new fiscal year.

The budget cycle begins for the following year.
Below is a summary of the 1980-81 Program Budget:

**EDUCATIONAL FUND** $12,790,860

**BUILDING AND MAINTENANCE FUND** $3,512,920

**TOTAL OPERATING FUND** $16,303,780

**AUXILIARY ENTERPRISES** $2,858,100

**BOND AND INTEREST FUND** $1,706,300

Refer to the College Program Budget Book for complete information on the 1980-81 budget.
FUNDING FOR HARPER COLLEGE

Harper College revenue comes from several sources:

1. **Student Tuition:** For 1980-81, Harper College will obtain 26.7 percent of its income from student tuition. Resident tuition is $19.00 per semester hour.

2. **Local Taxes:** Harper College will obtain 29.9 percent of its income from real estate taxes. The present tax rate is 11¢ for the Educational Fund per $100 of equalized assessed valuation. An additional 4¢ per $100 of equalized valuation is obtained for the Building and Maintenance Fund.

State Grants: Harper College will obtain 29.7 percent of its income from state aid. (The state funding formula is explained in the next section.)

In addition, 2.1 percent will be obtained from the Board of Vocational Education and Rehabilitation, and .7 percent from various state grants to support Adult Basic Education.

4. **Others**
   
a. **Chargebacks:** Harper College will obtain 1.0 percent of its income from chargebacks to those areas outside the Harper district that do not have community colleges.

b. **Student fees:** 2.1 percent of the income will be obtained from laboratory and other fees.

c. **Miscellaneous:** 7.8 percent of the income will be obtained from miscellaneous sources such as interest on investments, sales and service fees, and excess revenue.

The State Funding Formula

The funding formula is the method used to channel state money to the individual schools. The formula is cost-based and the money is distributed on the basis of enrolled students. The formula determines how much is needed to operate all the colleges for a year. The resource requirements are determined by using the actual enrollment from the past fiscal year, the
latest unit cost (how much it cost per student last year) and an adjustment for inflation in the areas of salaries, utilities, library materials and general costs plus other identified special needs.

Then all local tax revenue is subtracted, all local tuition revenue is subtracted and the state appropriation is supposed to be the amount remaining.

The bulk of this money is distributed through credit hour grants.

A certain amount of money is paid for each credit hour generated by all students. If the student is in a program that is costly to conduct, such as a health-related program, the College gets more money per credit hour than if the student is in a low cost program such as an English course.

State money is distributed through credit hour grants in seven instructional categories. The College also receives money for grants to fund programs for disadvantaged students on a credit hour basis.

Equalization grants are intended to assist districts where the equalized assessed valuation per student does not meet a statewide standard. The theory is that all students are entitled to a certain level of educational services whether they live in a poor district or a district with adequate assessed valuation.*

The chart in Appendix B shows how the funding formula works.

# CAMPUS BUILDING HISTORY

<table>
<thead>
<tr>
<th>Buildings</th>
<th>Acceptance Dates</th>
<th>Value</th>
<th>Gross Square Feet</th>
</tr>
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<tbody>
<tr>
<td>A</td>
<td>1969</td>
<td>$9,200,000</td>
<td>131,672</td>
</tr>
<tr>
<td>B</td>
<td>1969</td>
<td>1,500,000</td>
<td>13,740</td>
</tr>
<tr>
<td>C</td>
<td>1969</td>
<td>1,700,000</td>
<td>23,868</td>
</tr>
<tr>
<td>D</td>
<td>1969 (D Addition accepted 1974)</td>
<td>8,100,000</td>
<td>116,123</td>
</tr>
<tr>
<td>E</td>
<td>1969</td>
<td>1,000,000</td>
<td>14,040</td>
</tr>
<tr>
<td>F</td>
<td>1969</td>
<td>7,100,000</td>
<td>101,970</td>
</tr>
<tr>
<td>G</td>
<td>1977</td>
<td>1,900,000</td>
<td>27,093</td>
</tr>
<tr>
<td>H</td>
<td>1977</td>
<td>3,800,000</td>
<td>54,907</td>
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<tr>
<td>I</td>
<td>1980</td>
<td>3,700,000</td>
<td>53,189</td>
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<tr>
<td>J</td>
<td>1980</td>
<td>2,700,000</td>
<td>38,788</td>
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<tr>
<td>M</td>
<td>1980</td>
<td>6,800,000</td>
<td>97,100</td>
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<tr>
<td>P</td>
<td>1974</td>
<td>1,900,000</td>
<td>26,799</td>
</tr>
<tr>
<td>T</td>
<td>1973</td>
<td>191,711</td>
<td>6,000</td>
</tr>
<tr>
<td>U</td>
<td>1974</td>
<td>208,041</td>
<td>6,000</td>
</tr>
<tr>
<td>V</td>
<td>1975</td>
<td>202,200</td>
<td>9,000</td>
</tr>
</tbody>
</table>

(Includes Greenhouse)

Total: 16  
$50,001,952  
720,289

*Replacement cost estimate*
ILLINOIS COMMUNITY COLLEGES

Coming of Age in the 80s

* 500,000 Illinois students are served annually by community colleges
* 39 Districts, 51 campuses, 37 locally-elected boards
* 95% students reside locally
* 75% work while attending—living, voting and participating in the life of their communities

Community College Students

* Over 60% of all students enrolled in public higher education attend community colleges.

  One out of 25 adult-age Illinois citizens is enrolled in credit courses at a community college.

  Student age ranges from 17 to over 70 with 50% over the age of 25.

* 95% of occupational/career graduates obtained jobs in Illinois.

  67% obtain jobs in local districts.

  Job placement ratio for occupational graduates better than state average for college age individuals.

* Community colleges enroll a substantial number of minority students.

Community College Programs

* Community colleges are teaching rather than research institutions.

  Faculty emphasis is on classroom instruction.

  Degreed faculty and acknowledged technical experts teach students.

* Quality programs are offered at a very reasonable cost.

  Tuition and fees are considerably less than those at 4-year public and private colleges or the for-profit technical trade schools.

* Career education provides job entry training and retraining.

  Two-year degrees are offered and also certificate programs ranging from several weeks of concentration to one year.

  Flexibility also allows students to take specific occupational courses without a degree requirement.
Community College Programs (Continued)

* General studies provides lifelong learning opportunities with specialized courses, seminars, and workshops.

   Students may upgrade present job skills or explore new career opportunities.

   Open admission policy at Harper means the College will accept any potential student and address deficiencies in learning skills through remedial, developmental and adult basic education.

   Personal development, household and consumer skills courses are offered.

   Community Education, non-credit courses which receive no state funds focus on activities designed to meet the leisure, recreational interests of individuals.
APPENDIX
APPENDIX A

ORGANIZATION CHARTS

1980-81
William Rainey Harper College

Organization Chart
President’s Office
1980/81
William Rainey Harper College

Organization Chart
Office of Academic Affairs
1980/81

President

Vice President
Academic Affairs

Dean
Educational Services
- Director Library Services
- Director Media Services
- Special Services

Dean
Instruction
- Associate Dean Business and Social Science
- Associate Dean Life Science and Human Services
- Associate Dean Communications, Humanities and Fine Arts
- Associate Dean Technology, Math and Physical Science
- Associate Dean Physical Education, Athletics and Recreation

Director Nursing

Director Continuing Education and Program Services
William Rainey Harper College

Organization Chart
Office of Administrative Services
1980/81
THE ILLINOIS COMMUNITY COLLEGE FUNDING FORMULA

\[
\text{COST PER STUDENT} \times \text{INFLATION FACTOR} \times \text{ACTUAL STATE ENROLLMENT} + \text{SPECIAL GRANTS} = \text{TOTAL DOLLARS NEEDED}
\]

\[
- \text{LOCAL TAXES}
\]

\[
- \text{LOCAL TUITION}
\]

\[
\text{STATE MONEY NEEDED} + \text{CREDIT HRS. AT EACH COLLEGE IN 7 CATEGORIES} = \text{MONEY TO EACH COLLEGE}
\]

ACADEMIC REGULATIONS
Dean of Instruction
D129, Ext. 290

COLLEGE NEWSPAPER HARBINGER
A367, Ext. 460, 461

CONTINUING EDUCATION NON-CREDIT COURSES
Office of Admissions & Registrar
C101, Ext. 410, 412

CREDITS OR GRADUATION REQUIREMENTS
Office of Admissions & Registrar
A210, Ext. 505 & College Counselor

DROPPING AND ADDING COURSES
A College counselor in Counseling Center, A347, or in Divisional Offices, & Office of Admissions & Registrar
A213, Ext. 500

FULL OR PART-TIME WORK
Placement & Career Development Center
F132, Illinois Job Service, 397-4509

GRADE REPORTS
Office of Admissions & Registrar
A213, Ext. 500

HANDICAPPED SERVICES
Health Services
A362, Ext. 340

HEALTH SERVICES
A362, Ext 340

HEARING IMPAIRED PROGRAM SUPPORT SERVICES
A147, Voice - Ext. 267
TTY - 397-7600

INTERCOLLEGIATE ATHLETICS
Coordinator, Women's Athletics
M214, Ext 484
Coordinator, Men's Athletics
M215, Ext 485

INTRAMURALS
Coordinator
M224, Ext. 451

LOST AND FOUND ITEMS
Public Safety Office
B101, Ext. 211, 330

PAYMENT OF TUITION AND FEES
Business Office
A214, Ext. 439, 497

PERMISSION TO CARRY MORE THAN 19 HOURS
Dean of Instruction
D129, Ext. 290

PERSONAL PROBLEMS
A College Counselor in Counseling Center, A347, or in Divisional Offices, & Health Services, A362

PROGRAM BOARD
Student Activities Office
A336, Ext. 274, 242

PUBLIC SAFETY AND PARKING
Public Safety Office
B101, Ext. 211, 330
Medical Parking Permits
Health Services, A362, Ext. 340

SCHOLARSHIPS, LOANS OR OTHER FINANCIAL AIDS
Financial Aids Office
A364, Ext. 248, 249

STUDENT ACTIVITIES REGISTRATION AND ACTIVITIES CALENDAR
Student Activities Office
A336, Ext. 243

STUDENT ACTIVITY CARDS
Business Office
A214, Ext. 439, 497

STUDENT CLUBS AND ORGANIZATIONS
Student Activities Office
A336, Ext. 242
Services and Information Directory (cont'd)

STUDENT GOVERNMENT
Student Senate Office A332, Ext. 244 or
Student Activities Office A336, Ext. 243

STUDENT HANDBOOK
Student Activities Office A336, Ext. 243

TRANSCRIPT OF YOUR CREDITS
Office of Admissions & Registrar
A210, Ext. 500

TRANSFER TO ANOTHER COLLEGE
A College counselor in Counseling Center or
Office of Admissions & Registrar
A210, Ext. 505

TUITION REFUND
Office of Admissions & Registrar
A213, Ext. 500
Medical Reasons
Health Services, A362, Ext. 340

TUITION REFUNDS, PAYMENT TO STUDENTS
Business Office, A214, Ext. 439, 497

VETERANS AFFAIRS OFFICE
A364, Ext. 254, 387

VOCATION OR JOB SELECTION
A College counselor in Counseling Center,
A347, or in Divisional Offices, or
Placement Office, F132, Ext. 247

WITHDRAWAL FROM COLLEGE
A College counselor in Counseling Center,
A347, or in Divisional Offices,
& Office of Admissions & Registrar
A213, Ext. 500
Medical Withdrawal
Health Services, A362, Ext. 340
## MAIL CODES

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### SATELLITES

- BARR H S.....Barrington High School
- HAWTHORNE.....Nathanial Hawthorne School
CAMPUS DIRECTORY

BUILDING A, COLLEGE CENTER

Admissions and Business Offices
Student Services
Bookstore
Board Room
Cafeteria

BUILDING B, PUBLIC SAFETY, POWER PLANT, RECEIVING

BUILDING C, ART, CONTINUING EDUCATION OFFICES

BUILDING D, SCIENCE

Life Science and Human Services Division Office
Dental Hygiene Clinic

BUILDING E, LECTURE-DEMONSTRATION CENTER

BUILDING F, LEARNING RESOURCES CENTER

Special Services Division Office
Communications, Humanities, and Fine Arts Division Office
Library

BUILDING G, VOCATIONAL TECHNOLOGY SHOPS AND LABORATORIES

BUILDING H, VOCATIONAL TECHNOLOGY SHOPS AND LABORATORIES

Technology, Mathematics and Physical Science Division Office

BUILDING I, BUSINESS, SOCIAL SCIENCE, AND VOCATIONAL EDUCATION

Child Learning Center

BUILDING J, BUSINESS, SOCIAL SCIENCE, AND VOCATIONAL EDUCATION

Business and Social Science Division Office

BUILDING M, PHYSICAL EDUCATION, ATHLETICS, AND RECREATION

Physical Education, Athletics and Recreation Division Office

BUILDING P, MUSIC

BUILDING T, PARK MANAGEMENT, CERAMICS

BUILDING U, STORAGE

BUILDING V, ROADS AND GROUNDS, PARK MANAGEMENT, GREENHOUSE