
HARPER COLLEGE

1983-1984



Profile

FACTS ABOUT HARPER STUDENTS

Did you know that . . .

- * The average age of Harper students is 29?
- * Fifty-six percent of the students are women?
- * Fifty-seven percent of degree credit Harper students work full time while attending Harper, many of them in semi-professional or technical positions?
- * Eight and one-third percent of Harper's degree credit students have a bachelor's degree or higher; in continuing education, 31 percent have already achieved a bachelor's degree or higher?
- * Schaumburg township shows the highest percentage of population enrolled in degree credit programs at Harper?
- * Sixty-four percent of Harper's career students become employed full time upon leaving Harper?
- * Almost half of Harper degree credit students transfer to another college?
- * One out of every three full-time students will complete an associate degree at Harper?
- * The average income of traditional credit students who are independent is about \$20,600, the average income of parents of dependent students is \$33,800, and the average income of continuing education students is \$29,600?
- * Sixty-two percent of the jobs career alumni hold are closely related to their major field at Harper?
- * Nearly sixty percent of Harper career students are working within the district, and another eight percent are working close to the Chicago Loop?
- * Sixty-eight percent of Harper's degree credit students are part-time students?
- * Forty-two percent of career graduates are regularly supervising other employees five years after leaving Harper?

PROFILE
OF
HARPER COLLEGE
1983-84

FOREWORD

William Rainey Harper College is a two-year public community college founded in 1965. The College offers the associate degree in the arts and sciences and in 60 career areas. In addition, there are more than 15 one-year certificate programs which prepare men and women of all ages for immediate employment. There are numerous other programs and services such as continuing education, business management seminars, cultural affairs, women's studies, support services for hearing impaired students, and community counseling services.

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 in the United States and the eventual founding 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 25,000 students of all ages participating in degree credit, continuing education, and extension courses at the Harper campus or at other locations throughout the district.

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

The College's records contain approximately 220,000 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.

ILLINOIS COMMUNITY COLLEGES*

THE SYSTEM

Although the first public junior college in Illinois was established in Joliet in 1901, the Illinois Public Junior College Act was not passed until 1965. The Act was an outgrowth of the 1964 Master Plan published by the Illinois Board of Higher Education. This legislation, with subsequent amendments, is the basis for the present system of public community college districts in Illinois.

There are currently 39 public community college districts comprised of 52 colleges. Of those 39 districts, 37 have locally elected boards of trustees, one (Chicago) has a locally appointed board of trustees, and one (East St. Louis) has a local board of trustees appointed by the Governor. Thirty-five of the districts have a single college, although most have extension centers. Four districts are multi-college, with Chicago having nine colleges, Illinois Eastern having four colleges, and Black Hawk and DuPage having two colleges each. With the exception of State Community College of East St. Louis, each district has tax levy authority to provide local support for district operations. The 39 districts now include 97 percent of the State's population and 92 percent of the territory in the State.

THE MISSION AND SCOPE

Community colleges have excellence as their principle focus in satisfying the educational needs of the individuals and communities they serve.

Focusing on individual needs requires extensive student and instructional support services designed to analyze individual levels of educational attainment and then to respond with appropriate counseling, placement, and other types of special instructional assistance.

Focusing on community needs requires extensive cooperation with community agencies, organizations, businesses, industries, and educational institutions to identify the needs and address them in a manner which is both educationally and economically sound.

Once educational needs are identified, community colleges provide a broad range of educational programs and services to address them.

Accordingly, the following community college missions, together with their respective scopes which further delineate such missions, are identified.

- Provide Liberal Arts and Sciences Programs: Such programs shall be provided either (1) to prepare students for transfer to four-year colleges and universities or (2) to meet the personal educational goals of individuals throughout their lifetimes.

ILLINOIS COMMUNITY COLLEGES (continued)

- Provide Occupational Programs: Such programs shall be vocational, technical, and semi-technical in nature and shall be for the purpose of providing job training, retraining, and/or upgrading of skills to meet both current and emerging local, regional, and state manpower needs.
- Provide Preparatory, Developmental, and Remedial Programs: Such programs shall include adult basic education, general education development, English as a second language, and any other instruction designed to prepare students for successful experiences in postsecondary education.
- Provide Public Service Programs: Such programs shall include (1) community education activities of an instructional nature such as non-credit adult continuing education and hobby/leisure time activities and (2) community service activities which may include workshops, seminars, forums, and enrichment activities.

THE ILLINOIS COMMUNITY COLLEGE BOARD

The Illinois Community College Board consists of nine members appointed by the Governor and one student member selected by the recognized student advisory group. Board members are appointed at large for six-year terms. The Chairman of the Board is selected by the Governor. The statutory responsibilities of the Board are planning and coordinating the programs and activities of the public community colleges. All colleges are governed by local boards of trustees.

*Reprinted from General Information published by the Illinois Community College Board.

Wisconsin

532 College of Lake County

528 McHenry

512 Harper

535 Oakton

Nondistrict Territory

509 Elgin

504

504 Triton

City Colleges
of Chicago
District 508

Chicago Urban Skills
Institute
Malcolm X
Loop College

502 DuPage

527
Morton

Chicago
City-Wide College

Daley Kennedy-King
College College

Olive-Harvey

516 Waubensee

524
Moraine Valley

525 Joliet

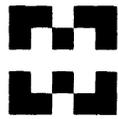
510 Thornton

Community Colleges Districts

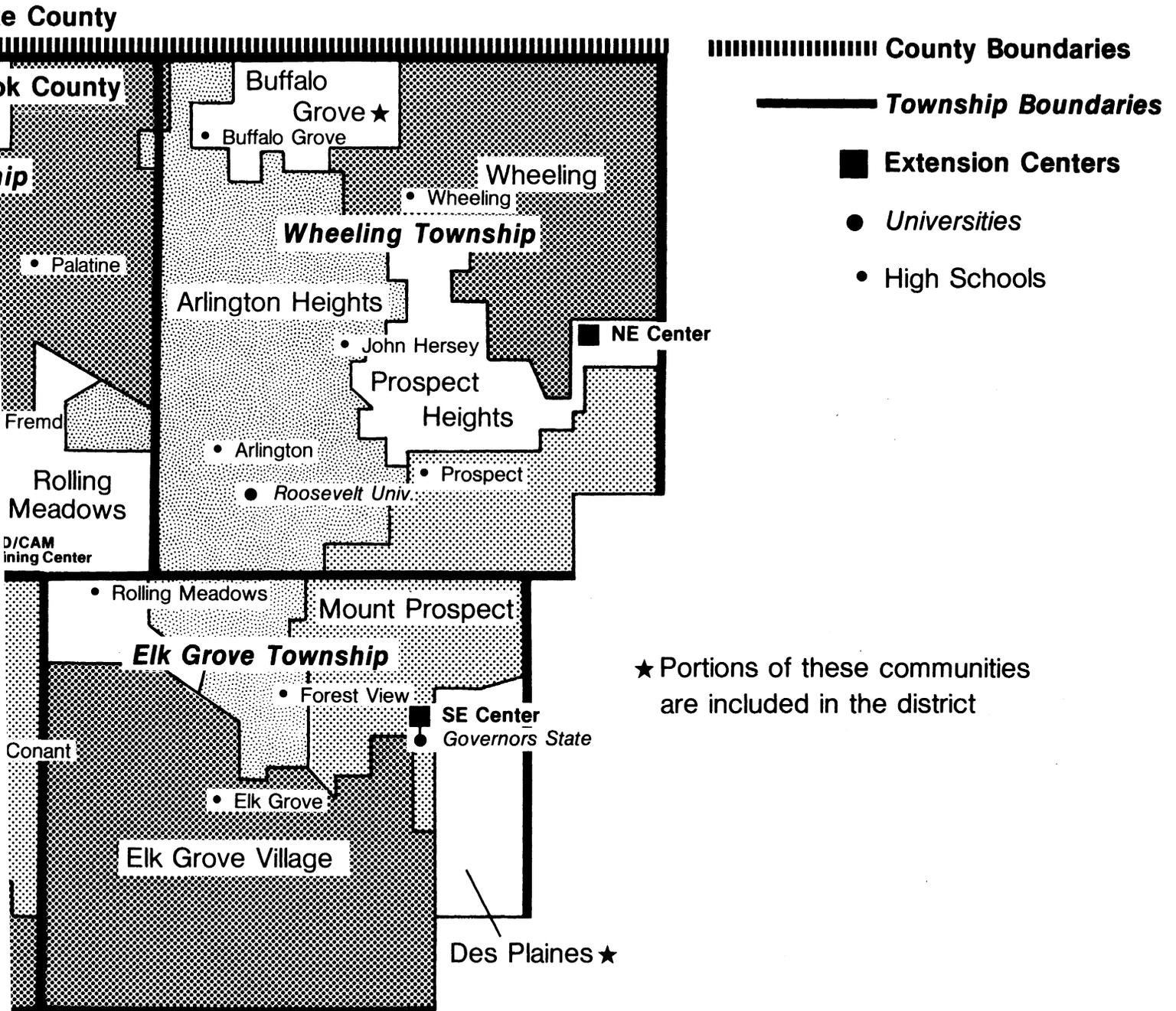
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Prairie State

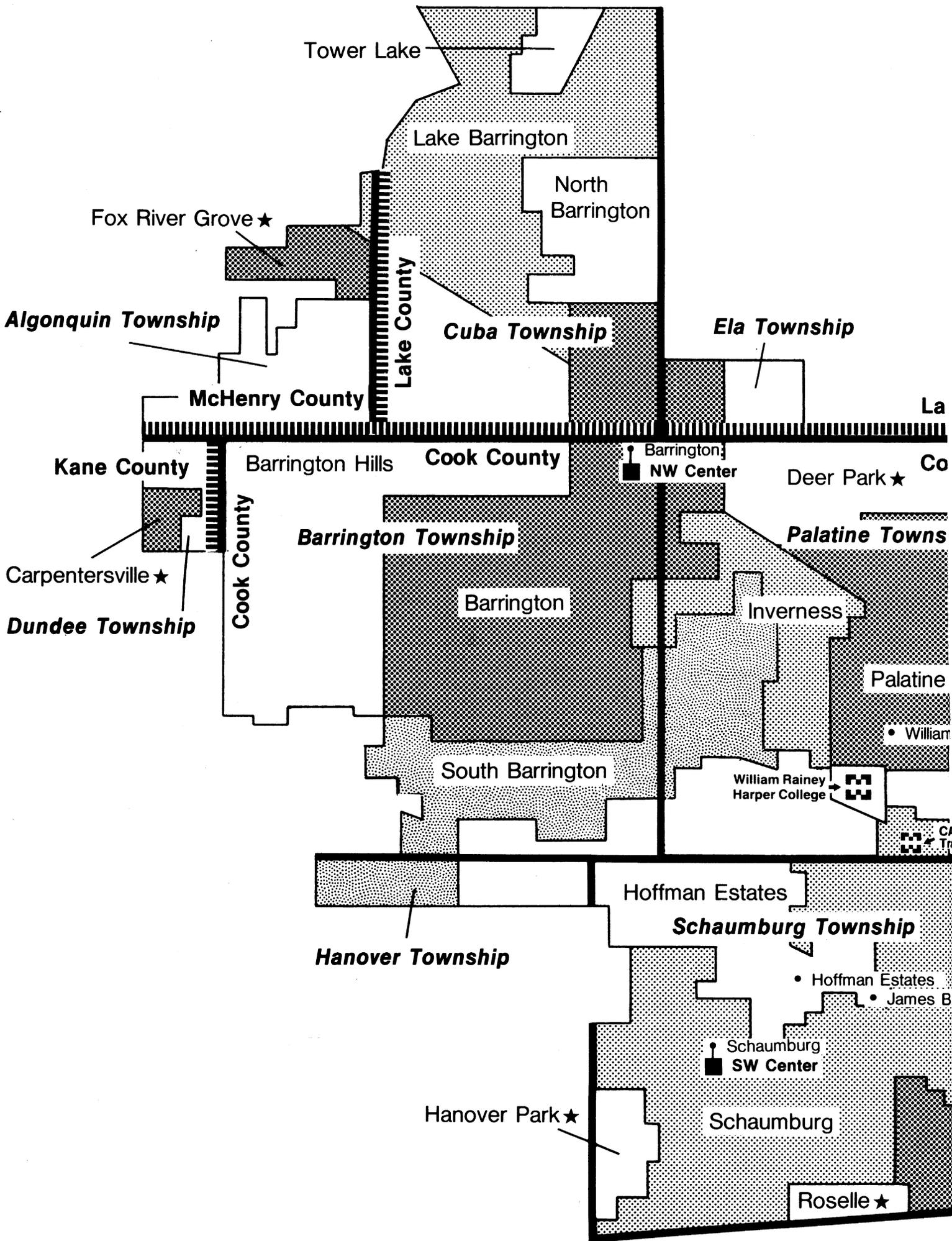
Indiana

Community College District 512



William Rainey Harper College





HARPER COLLEGE PROFILE 1983-84 ACADEMIC YEAR

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

449,000

MISSION STATEMENT

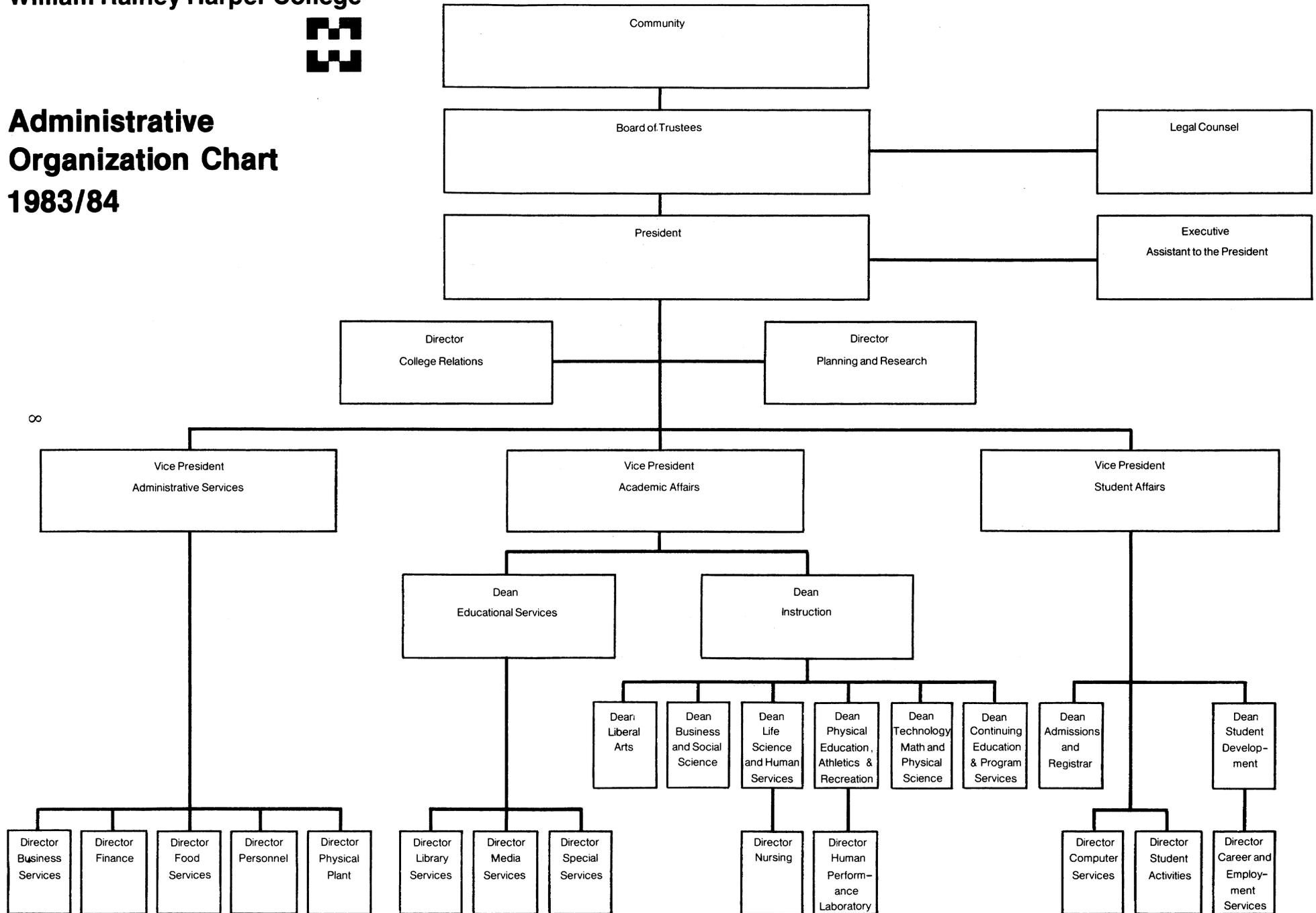
The mission of William Rainey Harper College, as part of the system of public community colleges in Illinois, is to provide to District No. 512 residents a comprehensive postsecondary education which includes transfer, career, and continuing education programs. In addition to fulfilling this primary mission, Harper College also offers specialized programs and services in cooperation with local school districts, area business and industry, and other community colleges. The educational and cultural opportunities offered to students and community residents are developed and enhanced within the Harper College philosophy of academic excellence, service to the community, and innovative educational leadership.

Programs developed to meet the needs of the community are offered at reasonable cost to students, district taxpayers, and the State of Illinois. The ultimate goal of Harper College is to provide an educational environment that allows the individual the maximum opportunity to develop through successful learning experiences.

William Rainey Harper College

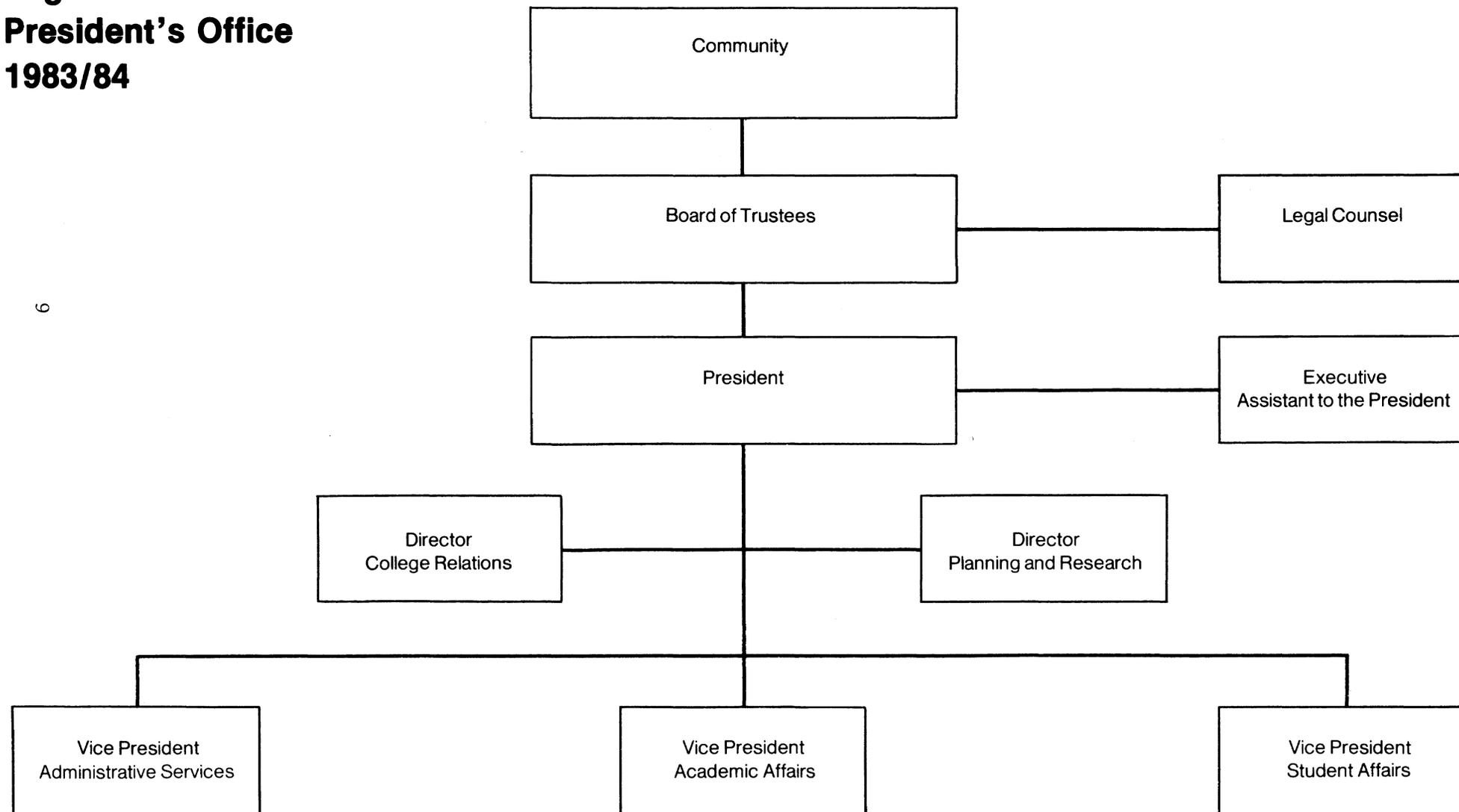


Administrative Organization Chart 1983/84



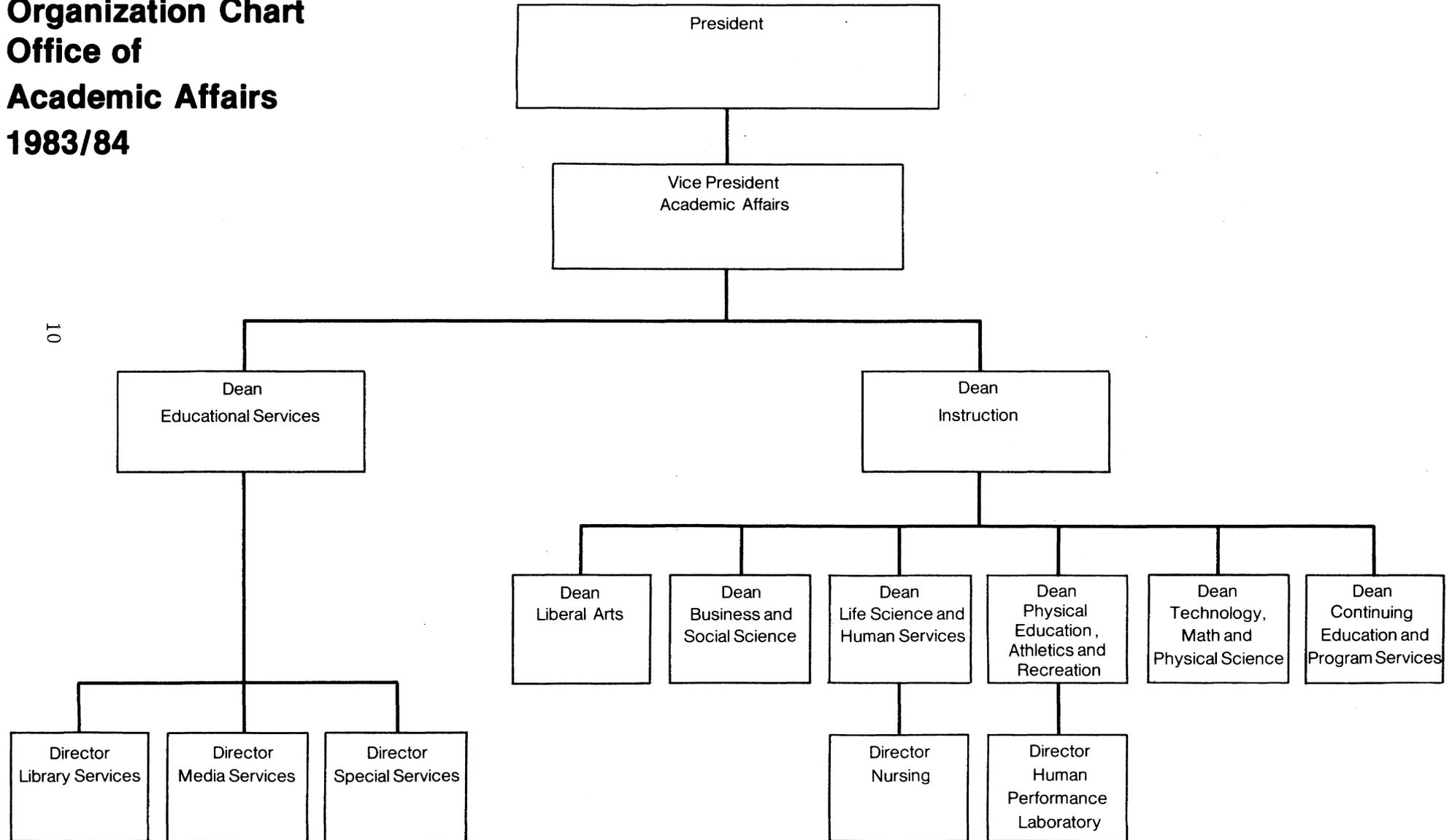


**Organization Chart
President's Office
1983/84**



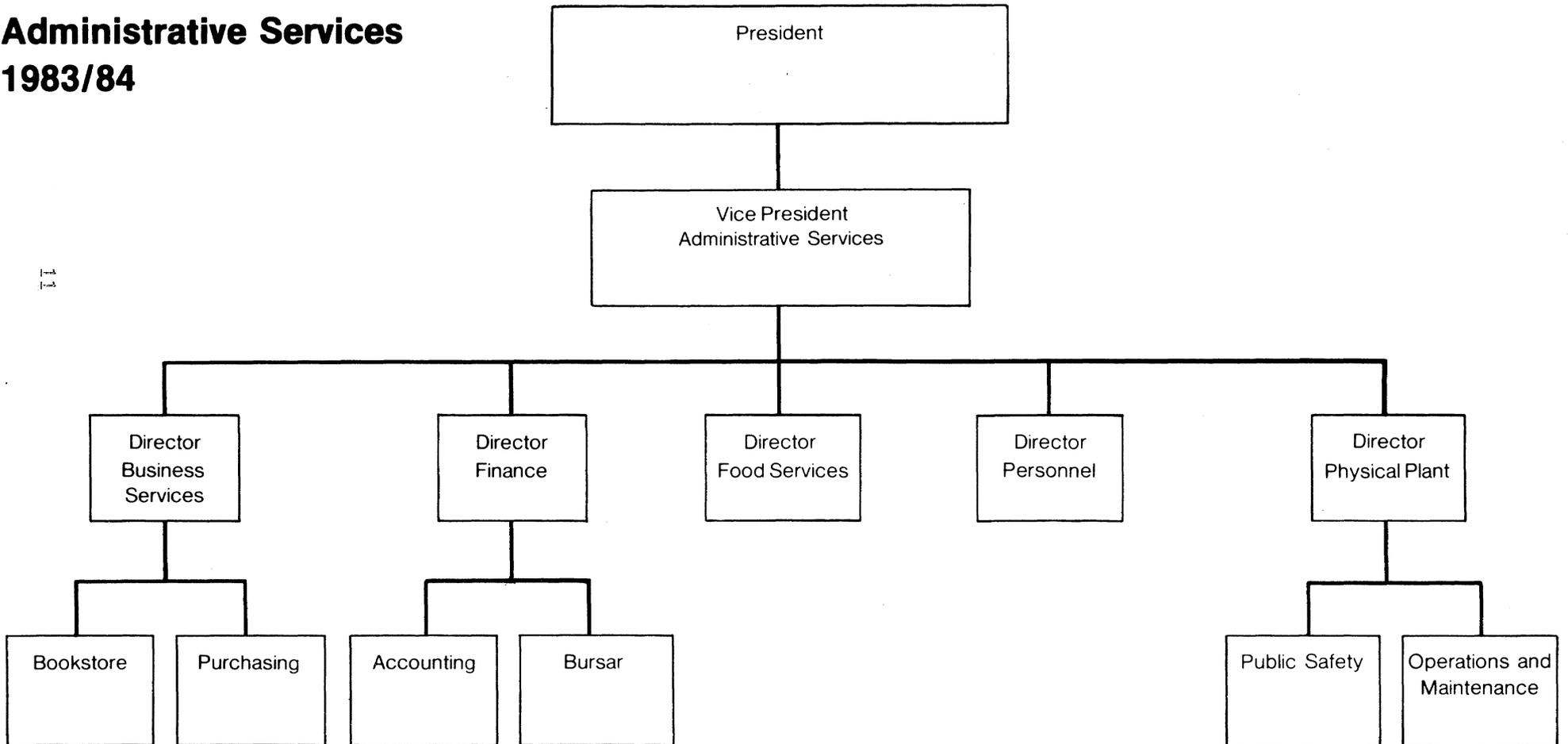


**Organization Chart
Office of
Academic Affairs
1983/84**





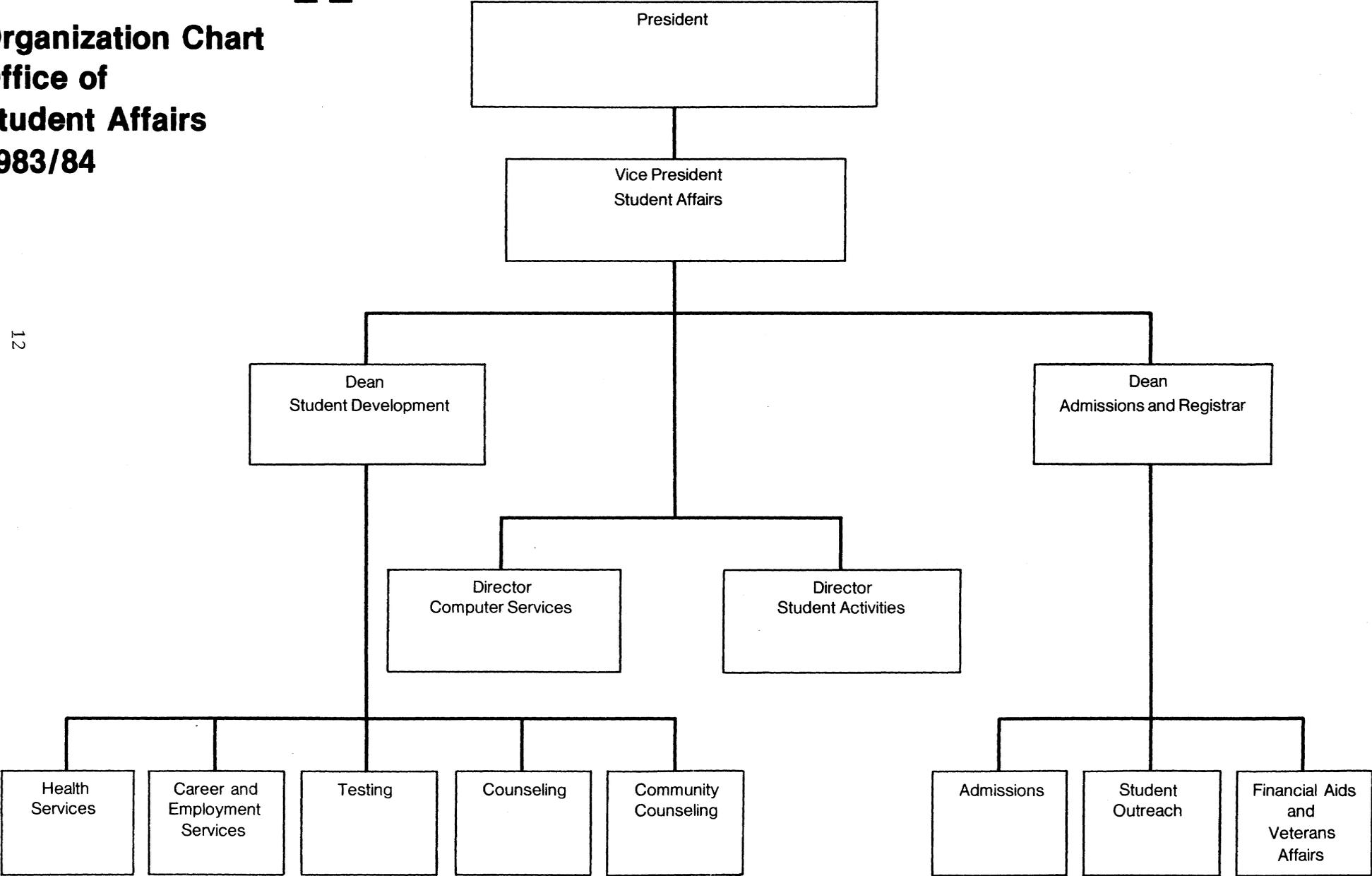
**Organization Chart
Office of
Administrative Services
1983/84**





**Organization Chart
Office of
Student Affairs
1983/84**

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BOARD OF TRUSTEES (1983-84)

Kris Howard, Chairman	Inverness
Donald D. Torisky, Vice Chairman	Schaumburg
Janet W. Bone, Secretary	Palatine
Brian M. Barch	Arlington Heights
John E. Coste	Schaumburg
Molly F. Norwood	Rolling Meadows
David R. Tomchek	Barrington
Cindy Bowers, Student Trustee	Hoffman Estates

GENERAL ADMINISTRATION

James J. McGrath, President
David L. Williams, Vice President of Academic Affairs
Peter R. Bakas, Vice President of Administrative Services
Donn B. Stansbury, Vice President of Student Affairs
Felice P. Avila, Executive Assistant to the President
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, Dean of Life Science and Human Services
George Dorner, Dean of Technology, Mathematics, and Physical Science
John A. Gelch, Dean of Physical Education, Athletics and Recreation
William R. Howard, Dean of Continuing Education and Program Services
Larry S. King, Dean of Business and Social Science
Martin J. Ryan, Dean of Liberal Arts
Judith D. Dincher, Director of Nursing
Eileen Dubin, Director of Library Services
Alfred A. Dunikoski, Director of Media Services
Willard Hoffman, Director of Human Performance Laboratory
Elizabeth McKay, Director of Special Services

ADMINISTRATIVE SERVICES

Larry M. Bielawa, Director of Personnel
Arthur L. Bowers, Director of Computer Services
Donald De Biase, Director of Physical Plant
Anton T. Dolejs, Director of Finance
Donald M. Misic, Director of Business Services
William T. Norvell, Director of Food Service

STUDENT AFFAIRS

Steven J. Catlin, Director of Admissions and Registrar
Bonnie Henry, Director of Student Development
Jeanne A. Pankanin, Director of Student Activities
Fred A. Vaisvil, Director of Career and Employment Services

NUMBER OF EMPLOYEES

Administrators	30
Full-time Faculty	200
Full-time Staff	300
Part-time Faculty	639
Part-time Staff	<u>76</u>
Total	<u>1245</u>

HARPER COLLEGE STAFF ORGANIZATIONS

Faculty Senate

President, Lawrence W. Knight
Vice President, George E. Evans
Secretary, Betty M. Windham
Treasurer, Roy A. Steffens
Grievance Chairperson, Phillip Stewart

Classified Employee Council

Chairperson, Peter Gart
Vice Chairperson, Barbara Schmeltz
Secretary, Linda Pones

Representatives:

Eveline Boissy	Bobbye Levine
Pat DePue	Bill H. Neumann
Dee Johnson	Rena Trevor
Laurel Kelson	Audree Walsh

TRANSFER PROGRAMS

Harper College provides programs of study allowing students to complete requirements for the first two years of a baccalaureate degree. Harper defines these programs as transfer programs. Major fields of study are as follows:

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

CAREER PROGRAMS

Harper College offers career/vocational programs. The sequence of courses is designed for individuals who desire to pursue a specific curriculum to prepare them for a particular career. Both associate degree and certificate programs are offered except where indicated.

Accounting Aide ¹	Commodity Futures*
Accounting Clerk ¹	Cooking ¹
Accounting - Payroll ¹	Criminal Justice
Agricultural Business Technology*	Data Processing - Computer Operator ¹
Agricultural Production Management Technology*	Data Processing - Microcomputers in Business
Architectural Technology	Data Processing Technology
Auto Body Repair* ¹	Dental Assisting*
Automotive Service Excellence*	Dental Hygiene ²
Automotive Technology*	Dental Laboratory Technology*
Aviation Maintenance Technology* ¹	Dietetic Technician ²
Baking ¹	Digital Electronics and Microprocessor Technology
Banking, Finance and Credit	Electronics Servicing*
Banking and Savings Association Management*	Electronics Technology
Biomedical Electronics*	Executive Secretarial Development
Brokers License Certification ¹	Fashion Design
Building Codes and Enforcement ¹	Fashion Merchandising ²
Building Construction Technology*	Financial Management
Construction Layout ¹	Fire Science Technology
Construction Management ¹	Fluid Power Technology*
Business Machine Repair Technology*	Food Manufacturing Technology*
Cardiac Exercise Technology ²	Food Service Management
Certified Professional Secretary ¹	General Office Assistant ¹
Child Development	Graphic Arts*
Civil Engineering Technology*	Graphic Design* ¹
Materials Testing and Inspections ¹	Heating Service ¹
Project Inspector ¹	Horticulture
Clerical ¹	Hotel/Motel Management*
Clerk-Typist ¹	Human Services Technology*
Commercial Art*	Industrial and Retail Security ¹
Commercial Credit Management ²	Industrial Sales Management and Development ¹

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

¹Certificate program only

²Association degree program only

CAREER PROGRAMS (continued)

Industrial Skilled Craft Training*	1	Medical Laboratory Technology*	2
Industrial Building Construction	1	Medical Office Assistant	
Industrial Electrician	1	Medical Records Technology*	
Industrial Heating, Ventilating, Air Conditioning	1	Medical Transcriptionist	1
Industrial Mechanical Maintenance	1	Numerical Control Technician	1
Industrial Welder	1	Nursing	
Machine Repair		Operating Room Technician	1
Maintenance Machinist	1	Park and Grounds Operation Management	
Millwright	1	Pharmacy Technician	1
Moldmaker	1	Photography*	
Pipefitter	1	Physical Therapy Assistant*	
Tool and Die	1	Plant Maintenance/Engineering*	
Tool Grinder	1	Plastics Technology*	
Industrial Supervision*		Production Engineering Technician	1
Industrial Work Measurement*		Production Welding	1
Interior Design	2	Radiography*	2
Interpreter Training	2	Radiologic Technology*	
Journalism	2	Real Estate	
Legal Secretary	2	Refrigeration and Air Conditioning	
Legal Technology		Refrigeration Service	1
Library Technical Assistant*		Residential Comfort Systems	1
Machine Apprenticeship*		Respiratory Care*	
Machine Tool Technology*		Retail Merchandising	1
Machinist	1	Stenographer	
Marketing/Management		Supermarket Management*	
Material Management	1	Supervisory and Administrative Management	
Mechanical Drafting	1	Transportation and Traffic*	
Mechanical Engineering Technology:		Travel and Transportation*	
Computer Aided Design Option	2	Vending Machine Repair	1
Manufacturing/Production Option	2	Water-Wastewater*	1
Mechanical Engineering Option	1	Welding*	
Mechanical Technician	1	Word Processing	1
Media*		Word Processing Operator	1

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

¹ Certificate program only

² Associate degree program only

CONTINUING EDUCATION PROGRAMS

The programs offered in Continuing Education and Program Services are an integral part of the Harper College comprehensive educational effort. They are designed to serve as lifelong learning opportunities for residents of various communities within the district. Programs are aimed at meeting the education and training needs of individuals, business and industry, municipalities, professional and occupational groups. The wide range of offerings covers management training, technical training, psychological and health education needs, as well as fine arts, industrial arts, home economics, and a variety of academic courses.

ACADEMIC AREAS
DEPARTMENTAL DISCIPLINE

Business and Social Science

Accounting and Business Law
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

Liberal 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
Pharmacy Technician

Technology, Mathematics and Physical Science

Architectural Technology
Astronomy
Building Codes and Enforcement
Chemistry
Digital Electronics and Microprocessor Technology
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

Cardiac Exercise Technology
Health Education
Physical Education
Recreation

Special Services

Adult Basic Education
Disabled Student Services
Learning Skills Laboratory
Tutoring

Continuing Education and Program Services

Center for Office and Administrative Services
Center for Real Estate Education
Center for Small Business Education
Community Development Education Center
Community Program
Extension Program
Health Care Program
Institute for Management Development
Material and Business Management Center
Senior Citizens Program
Women's Program

ENROLLMENT

COMPARISON OF 1982 AND 1983 FALL ENROLLMENTS BY DIVISION

<u>Division or Organizational Unit</u>	<u>Full-Time Equivalent (FTE)¹</u>	
	<u>1982</u>	<u>1983</u>
Business and Social Science	3381.7	3360.8
Technology, Math and Physical Science	1649.0	1698.1*
Liberal Arts	1874.7	1783.3
Life Science and Human Services	1028.3	1012.2
Physical Education, Athletics and Recreation	111.9	139.7
Special Services	682.8	780.7*
Continuing Education, High School Cooperatives, University Extension	525.5	512.0
Women's Program	85.8	60.0
Totals	<u>9339.7</u>	<u>9346.8</u>

*100.6 FTE enrollment in Math Laboratory has been transferred to the Technology, Math and Physical Science Division from Special Services.

STUDENT-FACULTY RATIO

<u>Credit FTE Students</u>		<u>FTE Faculty</u>	<u>Ratio</u>
1981	8547	335	23.7
1982	8976	324.75	26.0
Fall 1983	8991	387.38	23.2

ENROLLMENT BY DIVISIONS

	<u>Transfer</u>		<u>Career</u>	
	<u>Fall 1982</u>	<u>Fall 1983</u>	<u>Fall 1982</u>	<u>Fall 1983</u>
Business and Social Science	1912.0	1891.2	1469.3	1469.6
Technology, Math and Physical Science	1201.9	1175.5	447.1	422.0
Liberal Arts	1737.1	1651.3	137.6	132.0
Life Science and Human Services	220.5	208.6	778.8	775.8
Physical Education, Athletics and Recreation	101.2	123.1	10.7	16.6

¹ Full-Time Equivalent (FTE) is the number of 15-credit hour loads represented by the total number of credit hours for which students are enrolled.

FACULTY
FALL 1983

NUMBER OF FACULTY BY DIVISION

	<u>Courses</u>	<u>Full-Time Faculty</u>	<u>Full-Time Equivalent Part-Time Faculty</u>
Business and Social Science	172	49	78.3
Liberal Arts	106	41	38.2
Continuing Education and Program Services	All part-time faculty equivalent to 33 full-time		
Learning Resource Center		6	
Life Science and Human Services	69	37	23.5
Physical Education, Athletics and Recreation	44	6	3.4
Special Services	57	6	24.3
Student Development		18	1.0
Technology, Mathematics and Physical Science	<u>113</u>	<u>37</u>	<u>44.6</u>
TOTAL	561	200	213.9

DEGREES OF FULL-TIME FACULTY BY DIVISION

<u>Division</u>	<u>Master's Degree</u>	<u>CAS</u>	<u>Doctorate</u>
Business and Social Science	39		6
Liberal Arts	29		13
Library Services	5		
Life Science and Human Services	23		5
Physical Education, Athletics and Recreation	6		
Student Development	10		7
Technology, Mathematics and Physical Science	28		6
Special Services	5	1	1

STUDENT CLUBS AND ORGANIZATIONS

Student clubs and organizations operate under the auspices of the Student Activities Office to serve the special needs and interests of the students. Among the recognized clubs and organizations on campus are:

Association of Legal Students
Astronomy Club
Brothers and Sisters in Christ
Catholic Campus Ministry
Cheerleaders
Chess Club
Data Processing Club
Engineering Club
Freshman Nurses Club
Future Secretaries Association
Geology Club
Harper Dance Club
Harper's Bizarre (Fashion Design)
Illinois Association of the Deaf
International Students Club
Junior American Dental Hygienists Association
Junior Branch of the Food Service Executives Association
Martial Arts
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
Program Board
Seekers
Sophomore Nurses Club
Speech Team
Spread Eagle Ski Club
Student Investment Club
Student Nurses Association of Illinois
Student Senate
The Harbinger, Student Newspaper
WHCM Radio
Word Processing Students Association

FUNDING FOR HARPER COLLEGE

Harper College revenue comes from several sources:

1. Student Tuition: For 1983-84, Harper College will obtain 31.9 percent of its income from student tuition. Resident tuition is \$25.00 per semester hour.
2. Local Taxes: Harper College will obtain 34.9 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.
3. State Grants: Harper College will obtain 25.1 percent of its income from state aid. (The state funding formula is explained in the next section.)

In addition, 1.3 percent will be obtained from the Board of Vocational Education and Rehabilitation, .9 percent from various state grants to support Adult Basic Education, and .4 percent from the corporate personal property replacement tax.

4. Others:
 - a. Chargebacks: Harper College will obtain .3 percent of its income from chargebacks to those areas outside the Harper district that do not have community colleges. Chargebacks are also paid for students enrolled in certain programs offered at Harper which are not offered in the students' own community college districts.
 - b. Student fees: 2.3 percent of the income will be obtained from laboratory and other fees.
 - c. Miscellaneous: 2.9 percent of the income will be obtained from miscellaneous sources such as interest on investments, and sales and service fees.

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 Budget Cycle

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

Below is a summary of the 1983-84 Program Budget:

EDUCATIONAL FUND	\$18,800,000
BUILDING AND MAINTENANCE FUND	<u>5,640,000</u>
TOTAL OPERATING FUND	<u>\$24,440,000</u>
AUXILIARY ENTERPRISES	\$ 4,821,941
BOND AND INTEREST FUND	\$ 1,563,000

Refer to the College Program Budget Book for additional information on the 1983-84 budget.

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.

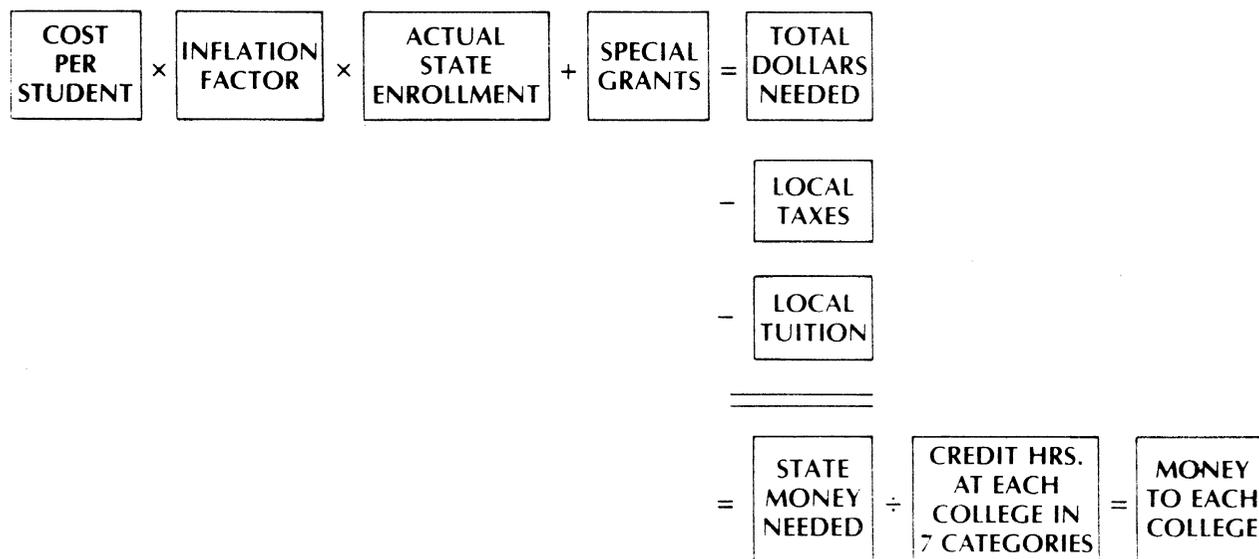
State money is distributed through credit hour grants in seven instructional categories: Baccalaureate, Business, Technical, Health, Remedial, and Adult Basic Education/General Studies. The College also receives money for grants to fund programs for disadvantaged students on a credit hour basis.

Equalization grants are intended to assist districts where the equalized assessed valuation per student does not meet a state-wide 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 on the following page shows how the funding formula works.

*Excerpted from A Handbook for New Community College Trustees, published by Illinois Community College Trustees Association.

THE ILLINOIS COMMUNITY COLLEGE FUNDING FORMULA *



*Reprinted from A Handbook for New Community College Trustees, published by the Illinois Community College Trustees Association.

AMENDMENTS TO THE STATE FUNDING FORMULA

Changes have been made in the use of the state funding formula which have a significant impact on the finances of Harper College.

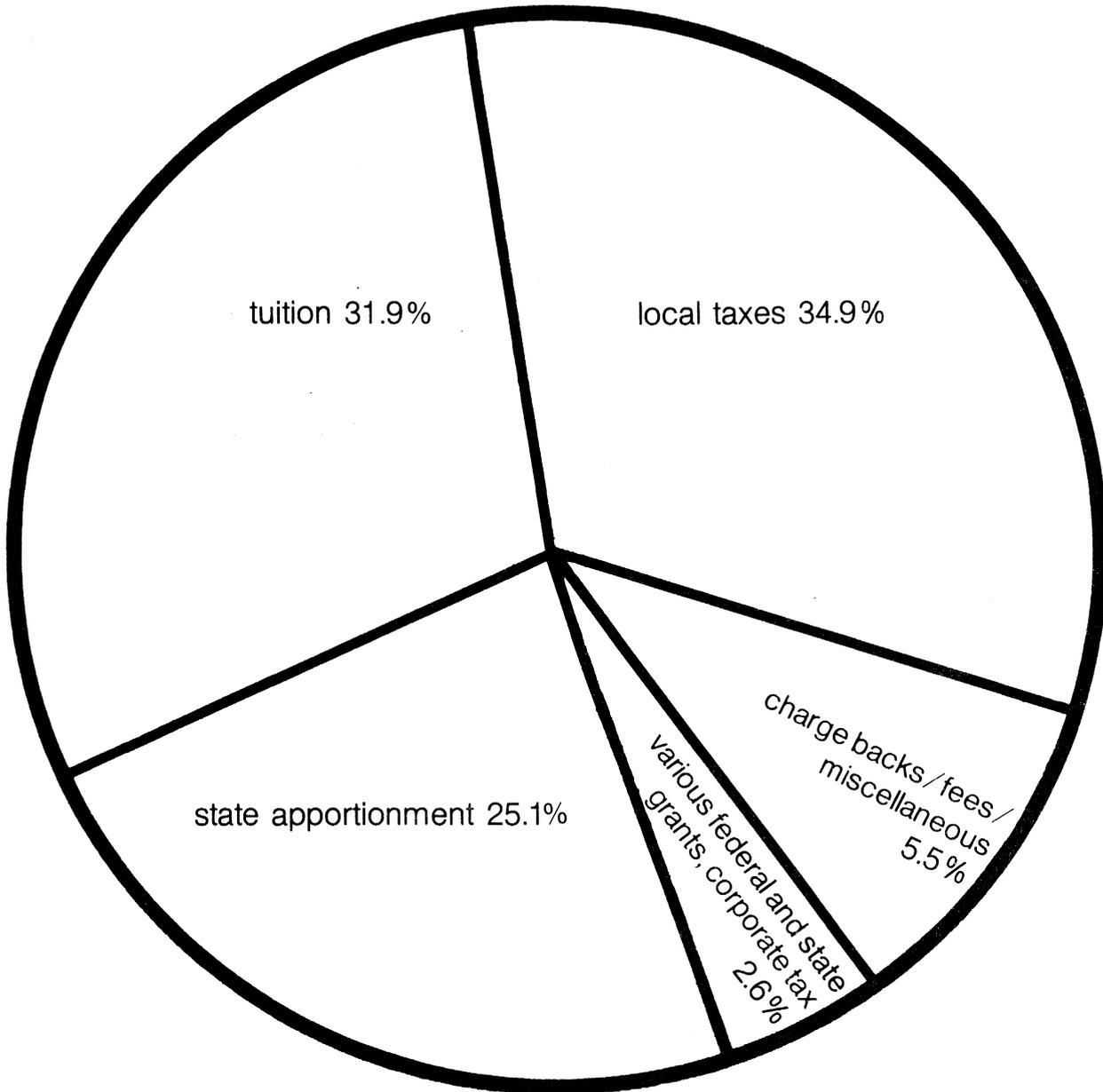
In 1980, the formula was changed with the unit cost of two years prior being used in combination with the enrollment for that period rather than the most current unit cost in combination with the actual enrollment for the current year. This has had the effect of decreasing state aid due to the effects of inflation and rising enrollments.

In 1982, the legislature reduced the rates being paid below that described above, further reducing revenues from this source, and making the College more dependent on taxes, tuition and accumulated balances to meet operating costs.

For 1983, the legislature reduced the rates paid below those authorized in 1982, and provided an increase in funds appropriated for this purpose of less than 1 percent (.008%).

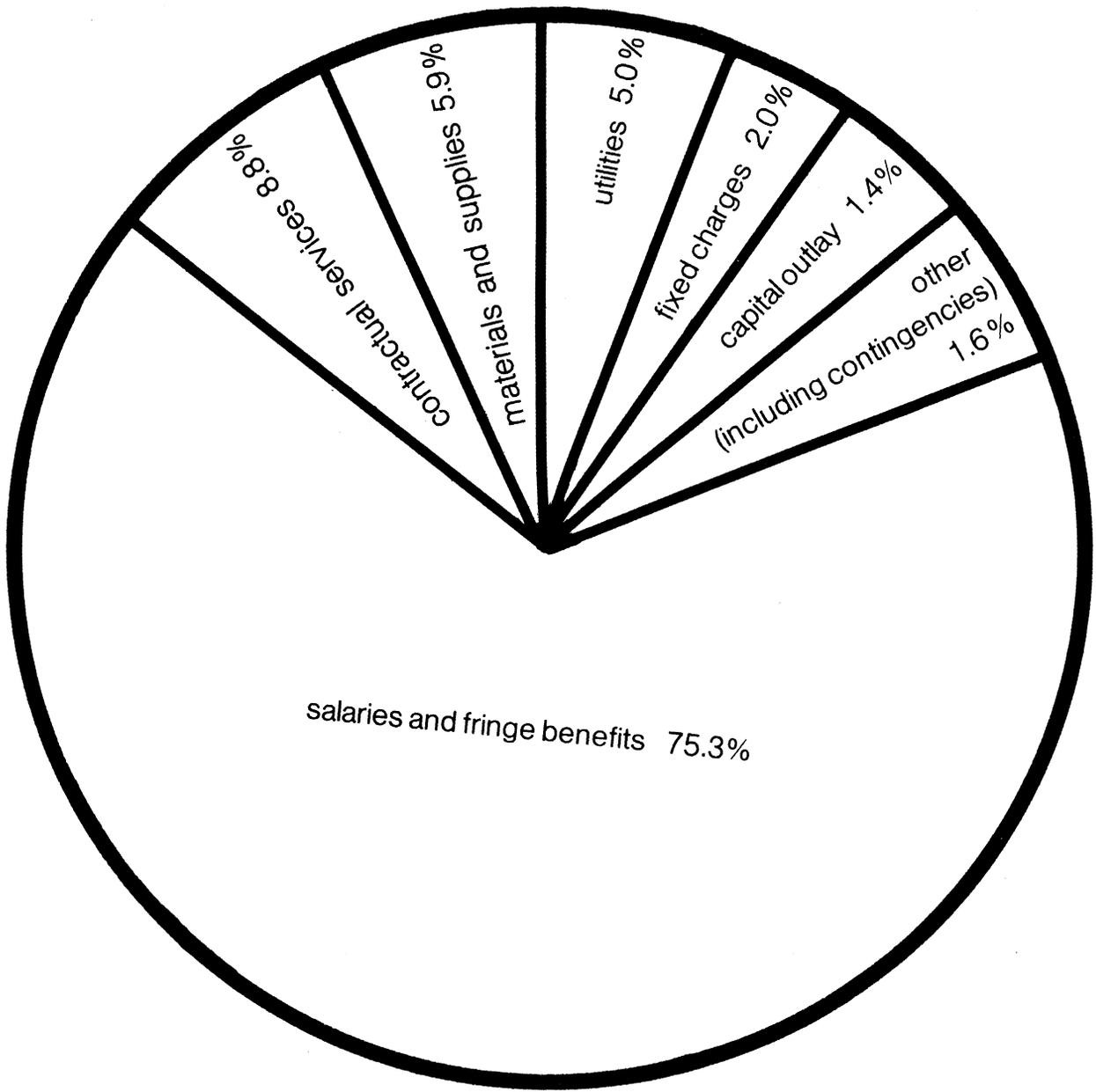
William Rainey Harper College

1983-84 Revenue Chart



William Rainey Harper College

1983-84 Expenditure Chart



CAMPUS BUILDINGS

Capital funds for the College buildings were provided through a combination of General Assembly appropriations and local construction bond issues approved by the district voters in April of 1966. By 1969, 45 percent of the construction master plan was completed. Harper College opened its doors to 5,400 students at the Palatine campus in the fall of that year.

Subsequent buildings were constructed as state appropriations were made available. The physical education center (Building M) was funded through local bond issues approved in a 1975 referendum.

<u>Buildings</u>	<u>Acceptance Dates</u>	<u>Values*</u>	<u>Gross Square Feet</u>
A	1969	\$ 9,900,000	131,700
B	1969	1,500,000	13,700
(B Addition accepted 1984)		356,000	9,200
C	1969	1,800,000	23,900
D	1969	10,300,000	116,100
(D Addition accepted 1974)			
E	1969	1,000,000	13,000
F	1969	7,600,000	102,000
G	1977	1,900,000	19,500
H	1977	3,800,000	62,500
I	1980	3,600,000	44,600
J	1980	3,600,000	47,300
M	1980	8,100,000	97,100
P	1974	1,800,000	26,800
T	1973	407,000	6,000
U	1974	420,000	6,000
V (<u>Includes two Greenhouses</u>)	1975	<u>375,000</u>	<u>12,000</u>
Total: 15 buildings		\$56,102,000	722,200

*Replacement cost estimate

HARPER COLLEGE EDUCATIONAL FOUNDATION

The Harper College Educational Foundation was established in 1973 as a non-profit organization to provide additional funding for the College. Its members are appointed by the Foundation Board, and the appointments are confirmed by the Harper College Board of Trustees. The Foundation works within the framework of goals approved by the elected Board of Trustees, which provides coordinating services for the Foundation.

The purpose of the Foundation is to support the educational mission of the College, specifically to:

1. Assist the College in providing broader educational opportunities for students, alumni, district residents, and employers;
2. Acquire and administer additional assets for the College;
3. Encourage corporations, foundations, and individuals to provide gifts, scholarships, grants, or bequests of money or property;
4. Foster development of special instruction, research, and cultural programs which cannot be funded through the operating budget of the College; and
5. Act in a fiduciary capacity to carry out any of the foregoing purposes.

Harper College Educational Foundation Board of Directors

Officers:

Norval B. Stephens, Jr., President
Executive Vice President
Needham, Harper and Steers Advertising, Inc.

James R. Lancaster, Vice President
President, Bank of Elk Grove

James J. McGrath, Secretary
President, Harper College

Virginia M. Hayter, Treasurer
Mayor, Village of Hoffman Estates

Donald D. Torisky, Trustee Liaison
President and CEO, Borg-Warner Financial Services

HARPER COLLEGE EDUCATIONAL FOUNDATION (continued)

Members:

Orwin L. Carter, Ph. D. President Amersham Corporation	Idilia Jurco Community Leader
John T. Corsten, D.D.S. Dentist	Monte Lazarus Senior Vice President-External Affairs United Airlines
Robert N. Creek Vice President-Administration Union Oil Company of California	Ralph T. Lidge, M.D. Orthopedic Surgeon
Thomas J. Godfrey Attorney Nisen, Elliot, and Meier	Eugene J. Marzelli, Jr. President First Continental Travel
Richard Goode Vice President-Industrial Relations Northrop Corp. Defense Systems Div.	Herbert H. Muehl, Sr. Manager Prudential Insurance Company
Robert L. Hanson Vice President Acco International, Inc.	William E. Simpson Secretary-Treasurer 645 Electronics Distributors Corporation
R. James Harring Corporate Vice President and Director of Planning Motorola, Inc.	John R. Sternberg Pastor St. Peter Lutheran Church
Robin M. Hoffer, D.D.S. Dentist	Dan Thomson President McGraw-Edison Company Halo Lighting Division
John Hug Partner-in-Charge Peat, Marwick, Mitchell & Co.	Donald E. Wilson Vice President of Finance Square D Company

FRIENDS OF HARPER

The Friends of Harper is a non-profit support organization which conducts various projects to increase awareness of the College in the community. Membership is open to any individual or group interested in furthering the mission of Harper College. Members also apprise College personnel of concerns and suggestions from residents in the 23 communities served by the College.

The organization is governed by a board of directors elected from the membership to represent each township in the College district. The Harper College Board of Trustees provides coordinating services for the Friends of Harper organization.

Friends of Harper Board of Directors

Jan Tucker, President
Joan Klussmann, Vice President
Larry Moats, Secretary
Nanci Vanderweel, Treasurer

Kenneth Blevins
Sarah Born
Amy Fremgen
Judith Kating
Ethel Kolerus

James J. McGrath
Herbert H. Muehl, Sr.
Molly Norwood
Sam Oliver
Elaine Stoermer

SERVICE AND INFORMATION DIRECTORY

College Hours

Business Hours: Offices are open for business Monday through Friday from 8:15 am to 4:30 pm. The Admissions and Business Offices are open from 8:15 am until 9:00 pm Monday through Thursday, from 8:15 am until 4:30 pm on Friday, and from 9:00 am until 12:00 noon on Saturday. Operating hours may differ during summer and vacation periods.

Class hours are scheduled Monday through Friday from 7:00 am until 11:00 pm and on Saturday from 7:00 am until 1:30 pm. The campus is closed on Saturday afternoon and Sunday.

Service and
Information
Directory

ACADEMIC REGULATIONS
Dean of Instruction
D129, Ext. 290

AFFIRMATIVE ACTION
Personnel Specialist
A319, Ext. 216, 217

BOX OFFICE
J137, Ext. 547, 549

CAREER/LIFE PLANNING CENTER
A347, Ext. 220

CAD/CAM CENTER
1002 East Algonquin Road
Schaumburg, IL 60195
397-1640

CARDIAC REHABILITATION
Northwest Cardiac Rehabilitation Center
M215, Ext. 486

CASHIER
Business Office
A214, Ext. 439, 497, 478

CENTER FOR NEW STUDENTS/ADULT SERVICES
F132, Ext. 208

CHILD CARE SERVICE, CHILD LEARNING CENTER
I131, Ext. 262 (office I129)

COLLEGE NEWSPAPER HARBINGER
A367, Ext. 460, 461

CONTINUING EDUCATION NON-CREDIT OFFERINGS
CE Admissions
C101, Ext. 410, 412, 301

SERVICE AND INFORMATION DIRECTORY (continued)

CREDITS OR GRADUATION REQUIREMENTS

Registrar's Office
A213, Ext. 505 & Student Development Faculty

DISABLED STUDENT SERVICES

D119, Ext 266

DROPPING AND ADDING COURSES

Student Development Faculty in Student
Development Centers, A347, I117, and D142
Registrar's Office
A213, Ext. 500

EDUCATIONAL FOUNDATION

Rembrandt C. Hiller, Jr., Executive Director
A323b, Ext. 490

EMPLOYMENT

Personnel Department
A322, Ext. 216

FULL OR PART-TIME WORK

Illinois Job Service Representatives
F132, 397-4492 or 397-4509

FRIENDS OF HARPER

College Relations Office
A312, Ext. 230

GRADE REPORTS

Registrar's Office
A213, Ext. 502

HEALTH SERVICES

A362, Ext. 340

HEARING IMPAIRED PROGRAM SUPPORT SERVICES

D119, Voice--Ext. 267 TTY-397-7600

INSURANCE

Personnel Department
A320, Ext. 216, 217

INTERCOLLEGIATE ATHLETICS

Coordinator, Men's Athletics
M215, Ext. 466, 467
Coordinator, Women's Athletics
M214, Ext. 466, 467

INTRAMURALS

Coordinator of Intramurals
M222, Ext. 466, 467

SERVICE AND INFORMATION DIRECTORY (continued)

LOST AND FOUND ITEMS
Public Safety Office
B101, Ext. 330, 491

NORTHEAST CENTER
1375 South Wolf Road
Prospect Heights, IL 60070
537-8660

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

PAYROLL
Business Office
A201, Ext. 228

PERMISSION TO CARRY MORE THAN 18 HOURS
Dean of Instruction
D129, Ext. 290 or Registrar's Office, A212, Ext. 304

PERSONAL PROBLEMS
Student Development Faculty in
Student Development Centers
A347, I117, and D142,
& Health Services, A362, Ext. 340

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

PURCHASING
Business Office
A217, Ext. 222, 205

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

SECTION 504 OF THE SPECIAL SERVICES REHABILITATION
ACT OF 1973
Director
F130, Ext. 261

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

SERVICE AND INFORMATION DIRECTORY (continued)

STUDENT ACTIVITY CARDS

Business Office
A214, Ext. 439, 497

STUDENT CLUBS AND ORGANIZATIONS

Student Activities Office
A336, Ext. 242

STUDENT COMPLAINTS/GRIEVANCES

Vice President of Student Affairs
A317, Ext. 360

STUDENT GOVERNMENT

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

TESTING INFORMATION

Office of Testing Services
A347, Ext. 541

TRANSCRIPT OF YOUR CREDITS

Registrar's Office
A213, Ext. 503

TRANSFER FROM ANOTHER COLLEGE

Student Development Faculty or
Registrar's Office
A213, Ext. 505

TUITION AND FEE PAYMENT

Business Office
A214, Ext. 439, 497, 478

TUITION REFUND REQUEST

Registrar's Office
A213, Ext. 501
Medical Reasons, Health Services
A362, Ext. 340

VETERANS AFFAIRS

A364, Ext. 254, 387

VOCATION OR JOB SELECTION

Student Development Faculty in
Student Development Centers
A347, I117, and D142 or
Illinois Job Service Representatives
F132, 397-4492 or 397-4509

SERVICE AND INFORMATION DIRECTORY (continued)

WITHDRAWAL FROM COLLEGE
Student Development Faculty in
Student Development Centers
A347, I117, and D142,
and Registrar's Office
A213, Ext. 500
Medical Withdrawal, Health Services
A362, Ext. 340

WOMEN'S PROGRAM
P124, Ext. 560

WORD PROCESSING
A145, Ext. 442

MAIL CODES

<u>CODE</u>	<u>DEPARTMENT</u>	<u>CODE</u>	<u>DEPARTMENT</u>
ACA AFF	Academic Affairs	NURSING	Nursing
ACCOUNT	Accounting	PERSONL	Personnel
ADM OFF-C	Admissions Office	P E A R	Physical Education, Athletics & Recreation
ADM SER	Administrative Services		
BKSTORE	Bookstore	PHY PLT	Physical Plant
BOX OFFICE	Box Office	PLG RES	Planning & Research
BUS SER	Business Services	PR & BD	President & Board of Trustees
BUS/S S	Business and Social Science	PRINT SHOP	Print Shop
CAR LIFE PLAN CTR	Career Life Plan- ning Center	PUB SAF	Public Safety
COL REL	College Relations	PURCHAS	Purchasing
COMP SERV	Computer Services	SOC SCI	Business and Social Science
C E/P S	Continuing Educa- tion & Program Services	REG OFF-A	Registrar's Office
DN/INSTR	Dean of Instruction	SP SERV	Special Services
DEN HYG	Dental Hygiene	BUS/S S	Social Science
DIS STU	Disabled Student Services	STU ACT	Student Activities
	Hearing Impaired	STU AFF	Student Affairs
EDU SER	Educational Services	STU DEV-A	Student Develop- ment, Bldg. A
FINANCE	Finance	STU DEV-D	Student Develop- ment, Bldg. D
F A/V A	Financial Aid	STU DEV-I	Student Develop- ment, Bldg. I
FD SERV	Food Service	STU OUTR	Student Outreach
HLTH SER	Health Service	SWITCHBD	Switchboard
ILL JOB SERVICE	Illinois Job Service	T M/P S	Technology, Mathe- matics & Physical Science
INF BTH	Information Booth	F A/V A	Veterans Affairs
INS COM	Institutional Communications	WD PROC	Word Processing Center
LIB ARTS	Liberal Arts	WOM PRG	Women's Program
LIB SERV	Library Services	<u>SATELLITES</u>	
L S/H S	Life Science & Human Services	CAD/CAM CTR	Cad/Cam Center
MAIL CTR	Mail Center	BARR H.S.	Barrington High School
MEDIA SER	Media Services	N.E. CTR	Northeast Center
NEW STU CTR-F	New Student Center	SCHAUMBURG H.S.	Schaumburg High School

STAFFING AND SERVICES

<u>OFFICE</u>	<u>EXTENSION</u>	<u>MONDAY through THURSDAY</u>	<u>FRIDAY</u>	<u>SATURDAY</u>
Admissions - C	206	8:15 am to 4:30 pm	8:15 am to 4:30 pm	
Bookstore	275	8:00 am to 7:00 pm	8:00 am to 4:30 pm	9:00 am to 12:00 pm
Box Office	547	10:00 am to 7:00 pm	10:00 am to 4:30 pm	
Business Office	439	8:15 am to 9:00 pm	8:15 am to 4:30 pm	9:00 am to 12:00 pm
BUS/SS DIV.	311	7:45 am to 9:30 pm	7:45 am to 7:30 pm	7:30 am to 12:30 pm
CAD/CAM Center	397-1640	8:30 am to 4:30 pm	8:30 am to 4:30 pm	
Career & Life Planning Center	220	8:15 am to 8:30 pm (Monday-Wednesday)	8:15 am to 4:30 pm (Thursday-Friday)	
Child Learning Center	262	7:15 am to 4:45 pm	7:15 am to 4:45 pm	
Community Counseling	273	Evenings, by appointment		
CE/PS DIV.	591, 592, 593	8:15 am to 9:00 pm	8:15 am to 9:00 pm	8:15 am to 1:00 pm
Dental Hygiene Clinic	534	8:00 am to 4:30 pm	8:00 am to 4:30 pm	
Disabled Stu- dent Services	266	8:15 am to 4:30 pm (except Thursday) 8:15 am to 8:00 pm (Thursday)	8:15 am to 4:30 pm	
Financial Aid/ Veterans	248 254	8:15 am to 8:00 pm	8:15 am to 4:30 pm	
Game Room		9:00 am to 9:00 pm	9:00 am to 1:30 pm	9:00 am to 12:00 pm (First and third Saturday)
GED/ESL	223	8:15 am to 9:00 pm	8:15 am to 9:00 pm	
Health Service	340	8:15 am to 10:00 pm	8:15 am to 9:00 pm	9:00 am to 1:00 pm
Information Booth	292	7:30 am to 9:30 pm	7:30 am to 9:30 pm	9:00 am to 12:00 pm

STAFFING AND SERVICES (continued)

<u>OFFICE</u>	<u>EXTENSION</u>	<u>MONDAY through THURSDAY</u>	<u>FRIDAY</u>	<u>SATURDAY</u>
Institutional Research	263	8:15 am to 9:30 pm	8:15 am to 9:30 pm	
LIB ART DIV.	285	8:15 am to 8:00 pm	8:15 am to 4:30 pm	
Library :				
Media Desk	551	8:00 am to 9:00 pm	8:00 am to 4:30 pm	9:00 am to 12:00 pm
Print Circulation	584	8:00 am to 9:00 pm	8:00 am to 4:30 pm	9:00 am to 12:00 pm
LS/HS DIV.	523	7:45 am to 4:30 pm	7:45 am to 4:30 pm	
Northeast Center	537-8660	8:15 am to 10:00 pm	8:15 am to 4:30 pm	
New Student and Adult Services Center	258	8:15 am to 8:00 pm	8:15 AM TO 4:30 pm	9:00 am to 12:00 pm
Nursing Lab	538	8:15 am to 4:30 pm	8:15 am to 4:30 pm	9:00 am to 1:00 pm
PEAR DIV.	466	8:15 am to 9:30 pm	8:15 am to 4:30 pm	
Registrar's Office	500	8:00 am to 9:00 pm	8:00 am to 9:00 pm	9:00 am to 12:00 pm.
SP SERV DIV.	204	8:15 am to 4:30 pm	8:15 am to 4:30 pm	
Student Activities	242	8:15 am to 4:30 pm	8:15 am to 4:30 pm	
Student Dev - A	220	8:15 am to 8:00 pm (Monday-Wednesday)	8:15 am to 4:30 pm (Thursday, Friday)	
Student Dev - D	393	8:15 am to 4:30 pm	8:15 am to 4:30 pm	
Student Dev - I	577	8:15 am to 8:00 pm (Monday-Wednesday)	8:15 am to 4:30 pm (Thursday, Friday)	
T M/P S DIV.	374	8:15 am to 9:00 pm	8:15 am to 4:30 pm	
Tutoring Center	539	8:30 am to 9:00 pm	8:30 am to 4:30 pm	
Testing	541	8:15 am to 4:30 pm (Evenings by Appointment)	8:15 am to 4:30 pm	Special Arrangements

CAMPUS DIRECTORY

BUILDING A, COLLEGE CENTER

Business and Registrar's Offices
Student Services
Bookstore
Board Room
Cafeteria

BUILDING B, PHYSICAL PLANT &
PUBLIC SAFETY, RECEIVING

BUILDING C, ART, CONTINUING
EDUCATION OFFICES

Admissions Office

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
Liberal 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

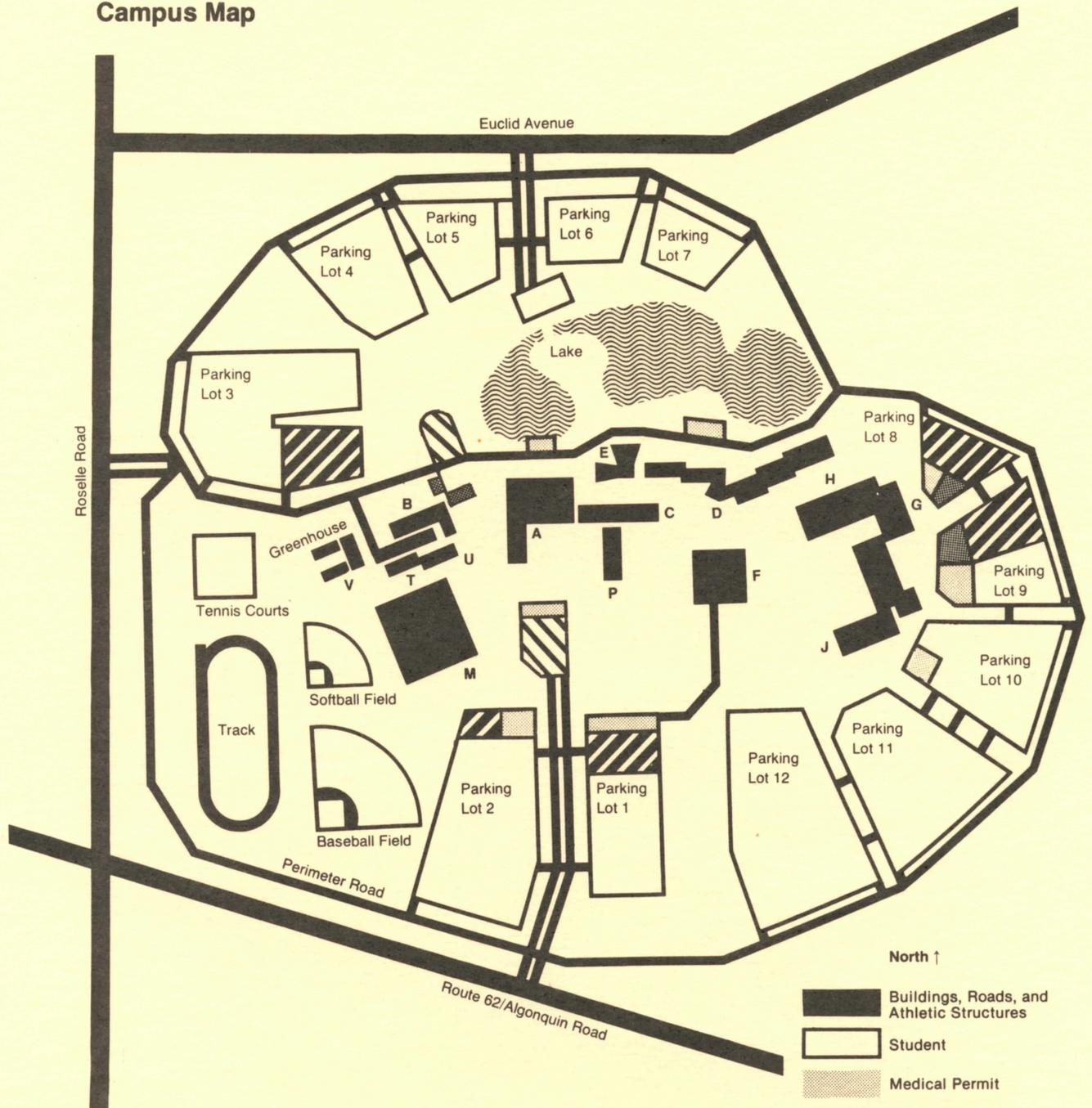
BUILDING P, MUSIC

BUILDING T, ROADS AND GROUNDS

BUILDING U, CERAMICS LAB AND
STORAGE

BUILDING V, PARK MANAGEMENT
AND GREENHOUSES

Campus Map



North ↑

-  Buildings, Roads, and Athletic Structures
-  Student
-  Medical Permit
-  Visitors
-  Administrators
-  Faculty and Staff

