Dear Members of the Harper Community:

The Profile is designed to acquaint you with Harper College. The College is known academically as one of the finest two-year colleges in the country, yet it is not uncommon to find residents in the area who are not familiar with Harper College. Because the College serves as a major educational, cultural and social resource in the northwest area, members of the Harper Community may wish to learn more about Harper and community colleges in general.

There are 244 full-time faculty and administrators at the College and an additional 367 professional, technical and classified staff members. A part-time faculty of approximately 600 serves Harper’s students. The College is governed by an elected Board of Trustees composed of eight members. Everyone at Harper is committed to the service of the residents in the Harper district.

We hope that this booklet will give you another view of the College and assist you in securing information about Harper and its program.

Sincerely,

James J. McGrath
President
Profile of Harper College
1986-87

I. State Community College System

II. Maps

III. Academic Programs

IV. Students

V. College Finances

VI. Structure and Staff

VII. Services and Facilities

VIII. Auxiliary Organizations
Harper Highlights

• William Rainey Harper College was founded on March 27, 1965.

• The College is named after Dr. William Rainey Harper, first president of the University of Chicago and known as the father of the two-year college.

• The College is governed by an elected board of trustees composed of seven members and a student trustee elected by the students.

• The College encompasses 23 communities with an area of about 200 square miles and a population of 460,000.

• The campus in Palatine has 15 buildings on a total area of 200 acres.

• The operating tax rate is 25 cents per $100 of assessed valuation.

• The tuition rate is $27.00 per credit hour.

• Fall enrollment is approximately 22,800 students.

• Approximately 32 percent of the annual high school graduates in the district attend Harper.

• More than 275,000 students have attended Harper since it was founded.

• Ninety-three percent of the College faculty hold postgraduate degrees.

• The Harper College Learning Resources Center has over 115,000 volumes including microfiche, microfilm and reprints, and about 800 periodical titles. The LRC provides on-line data base searching and has access to 28 other academic institutions in Illinois through the Library Computer System.

• The College operates four extension centers in Barrington, Mount Prospect, Prospect Heights and Schaumburg.

• The College offers over 30 academic scholarships each year covering tuition and fees, each valued at $1,600 per year, as well as various financial grants sponsored by individuals, organizations and companies in the area.
Introduction

William Rainey Harper College is a two-year public community college founded in 1965. The College offers the associate in arts and associate in science degrees and an associate in applied science degree 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, the CAD/CAM Center, 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 22,800 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 more than 250,000 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, completing 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.

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.
Board of Trustees (1986-87)

Kris Howard, Chairman
Donald D. Torisky, Vice Chairman
Molly F. Norwood, Secretary
Barbara Barton
John E. Coste
Sam Lissner
Michael Miller
Toby Ann Suberlak

Inverness
Schaumburg
Rolling Meadows
Palatine
Schaumburg
Elk Grove Village
Arlington Heights
Schaumburg
State Community College System
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 to prepare students for transfer to four-year colleges and universities or to meet the personal educational goals of individuals throughout their lifetimes.

- 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 community education activities of an instructional nature such as non-credit adult continuing education and hobby/leisure time activities and community service activities which may include workshops, seminars, forums, and enrichment activities.

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

Illinois Public Community Colleges

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<td>Southeastern Illinois College</td>
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<td>Spoon River College</td>
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<td>Thornton Community College</td>
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Maps
Community College District 512

William Rainey Harper College

County Boundaries

- Township Boundaries
- Extension Centers
- Universities
- High Schools

★ Portions of these communities are included in the district
Academic Programs
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. Some examples of major fields of study are as follows:

Art
Business Administration
Education
Engineering
Health Education

Liberal Arts
Music
Physical Education
Preprofessional Studies
Recreation
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
Accounting Clerk
Accounting - Payroll
Administrative Assistant
Agricultural Business Technology
Agricultural Production Management Technology
Alternate Living Resident Supervisor
Architectural Technology
Auto Body Repair
Automotive Service Excellence
Automotive Technology
Aviation Maintenance Technology
Baking
Banking, Finance and Credit
Behavioral Medical Assistant
Banking and Savings Association Management
Biomedical Electronics
Brokers License Certification
Building Codes and Enforcement
Building Construction Technology
Construction Layout
Construction Management
Business Machine Repair Technology
Cardiac Exercise Technology
Certified Professional Secretary
Child Development
Civil Technology
Materials Testing and Inspections
Project Inspector
Clerical
Clerk-Typist

Commercial Art
Commercial Credit Management
Commodity Futures
Cooking
Criminal Justice
Data Processing - Computer Operator
Data Processing - Microcomputers in Business
Data Processing Technology
Dental Assisting
Dental Hygiene
Dental Laboratory Technology
Dietetic Technician
Digital Electronics and Microprocessor Technology
Electronics Servicing
Electronics Technology
Executive Secretarial Development
Fashion Design
Fashion Merchandising
Financial Management
Fire Science Technology
Floral Design
Food Manufacturing Technology
Food Service Management
General Office Assistant
Gerontology
Graphic Arts
Graphic Design
Habilitation Aide
Heating Service
Horticulture
Hotel/Motel Management

*These programs are offered through cooperative agreements with other community colleges.
1Certificate program only
2Associate degree program only
Career Programs (continued)

Human Services Technology*
Industrial and Retail Security'
Industrial Sales Management and Development'
Industrial Skilled Craft Training*
   Industrial Building Construction'
   Industrial Electrician'
   Industrial Welder'
   Maintenance Machinist'
   Moldmaker'
   Tool and Die'
Industrial Supervision*
Industrial Work Measurement*
Interior Design'
Interpreter Training
Journalism'
Legal Secretary
Legal Technology'
Library Technical Assistant*
Machine Apprenticeship*
Machine Tool Technology*
Machinist'
Marketing/Management
Material Management
Mechanical Drafting'
Mechanical Engineering Technology:
   Automated Manufacturing Option'
   Mechanical Engineering Option'
   Mechanical Maintenance Repair*
Mechanical Technician'
Media*
Medical Laboratory Technology*
Medical Office Assistant
Medical Records Technology*
Medical Secretary
Medical Transcriptionist'
Numerical Control Technician'
Nursing
Operating Room Technician'
Park and Grounds Operation Management
Personal Banking
Pharmacy Technician'
Photography*
Physical Therapy Assistant*
Plant Maintenance/Engineering*
Plastics*
Production Engineering Technician'
Production Welding'
Radiography**
Radiologic Technology*
Real Estate
Refrigeration and Air Conditioning
Refrigeration Service
Residential Comfort Systems'
Respiratory Care*
Retail Merchandising'
Stenographer'
Supermarket Management*
Supervisory and Administrative Management
Technical Communications*
Transportation and Traffic*
Travel and Transportation*
Water-Wastewater'*
Welding*
   Welder-Advanced*
   Welder-Industrial*
Word Processing'
Word Processing Operator'
X-Ray Technology*

*These programs are offered through cooperative agreements with other community colleges.
'Certificate program only
**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.
Disciplines and Programs by Division

**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
- Communications
- 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
- Habilitation Aide
- Human Services
- Nursing
- Operating Room Technician
- Park and Grounds
  - Management/Horticulture
- Pharmacy Technician

**Technology, Mathematics and Physical Science**
- Architectural Technology
- Astronomy
- Building Codes and Enforcement
- CAD/CAM Center
- 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 Programs and Services**
- Adult Educational Development (GED)
- English as a Second Language (ESL)
- Interpreter Training Program (ITP)
- Sign Language (SGN)
- Tutoring Services

**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
- Northwest Cardiac Rehabilitation Center
- Northwest Training Center for Vocational, Technical and Professional Skills
- Senior Citizens Program
- Women's Program

**Student Development**
- Learning Skills
- Humanistic Psychology
- Career Development
Students
Facts about Harper Students

Did you know that . . .

• The average age of Harper students is 32?

• Sixty percent of the students are women?

• Sixty-two percent of degree credit Harper students work full time while attending Harper, many of them in semi-professional or technical positions?

• Nine percent of Harper’s degree credit students have a bachelor’s degree or higher; in continuing education, 36 percent have already achieved a bachelor’s degree or higher?

• Elk Grove 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?

• Eventually 82 percent of Harper’s baccalaureate oriented alumni will transfer to another college and 69 percent will achieve a bachelor’s degree?

• More than one out of every three full-time students will complete an associate degree at Harper?

• The average income of degree credit students who are independent is about $26,400, the average income of parents of dependent students is $40,900, and the average income of continuing education students is $38,500?

• Sixty-four percent of the jobs career alumni hold are closely related to their major field at Harper?

• More than 65 percent of Harper career alumni are working within the district, and only 3½ percent are working close to the Chicago Loop?

• Seventy percent of Harper’s degree credit students are part-time students?

• About 44 percent of career graduates are regularly supervising other employees six years after leaving Harper?
### Harper Student Profile*

#### Percent Distribution by Program

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#### Percent Distribution by Sex

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</thead>
<tbody>
<tr>
<td>Male</td>
<td>44.7</td>
<td>41.5</td>
<td>40.2</td>
<td>40.4</td>
<td>38.3</td>
</tr>
<tr>
<td>Female</td>
<td>55.3</td>
<td>58.5</td>
<td>59.8</td>
<td>59.6</td>
<td>61.7</td>
</tr>
</tbody>
</table>

#### Percent Distribution by Classload

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Full-time</td>
<td>20.2</td>
<td>19.6</td>
<td>19.6</td>
<td>20.2</td>
<td>17.9</td>
</tr>
<tr>
<td>Part-time</td>
<td>79.8</td>
<td>80.4</td>
<td>80.4</td>
<td>79.8</td>
<td>82.1</td>
</tr>
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</table>

#### Percent Distribution by Age

<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>19 and below</td>
<td>21.0</td>
<td>17.6</td>
<td>20.4</td>
<td>20.6</td>
<td>17.6</td>
</tr>
<tr>
<td>20-21</td>
<td>11.4</td>
<td>12.0</td>
<td>11.5</td>
<td>10.9</td>
<td>9.5</td>
</tr>
<tr>
<td>22-25</td>
<td>16.1</td>
<td>15.2</td>
<td>15.7</td>
<td>14.8</td>
<td>14.4</td>
</tr>
<tr>
<td>26-35</td>
<td>28.5</td>
<td>26.0</td>
<td>24.8</td>
<td>24.9</td>
<td>26.2</td>
</tr>
<tr>
<td>36-45</td>
<td>13.4</td>
<td>16.4</td>
<td>15.6</td>
<td>15.7</td>
<td>17.0</td>
</tr>
<tr>
<td>46-55</td>
<td>6.8</td>
<td>7.1</td>
<td>6.8</td>
<td>7.6</td>
<td>8.7</td>
</tr>
<tr>
<td>Over 55</td>
<td>2.8</td>
<td>5.7</td>
<td>5.2</td>
<td>5.5</td>
<td>6.6</td>
</tr>
</tbody>
</table>

*Includes all credit and non-credit students
Enrollment
Comparison of 1984, 1985 and 1986 Fall Enrollments by Division

<table>
<thead>
<tr>
<th>Division or Organizational Unit</th>
<th>1984</th>
<th>1985</th>
<th>1986</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business and Social Science</td>
<td>2965.4</td>
<td>2716.9</td>
<td>2458.0</td>
</tr>
<tr>
<td>Technology, Math and Physical Science</td>
<td>1508.9</td>
<td>1379.6</td>
<td>1220.2</td>
</tr>
<tr>
<td>Liberal Arts</td>
<td>1736.2*</td>
<td>1631.6</td>
<td>1585.9</td>
</tr>
<tr>
<td>Life Science and Human Services</td>
<td>870.0</td>
<td>730.0</td>
<td>665.9</td>
</tr>
<tr>
<td>Physical Education, Athletics and Recreation</td>
<td>113.9</td>
<td>101.4</td>
<td>109.6</td>
</tr>
<tr>
<td>Special Programs &amp; Services</td>
<td>374.7</td>
<td>285.7</td>
<td>398.9</td>
</tr>
<tr>
<td>Student Development</td>
<td>156.2**</td>
<td>135.4</td>
<td>166.8</td>
</tr>
<tr>
<td>Continuing Education, High School, Cooperatives, University Extension</td>
<td>492.2</td>
<td>481.9</td>
<td>574.8</td>
</tr>
<tr>
<td>Women's Program</td>
<td>67.6</td>
<td>65.4</td>
<td>46.4</td>
</tr>
<tr>
<td>Totals</td>
<td>8285.1</td>
<td>7527.9</td>
<td>7235.9</td>
</tr>
</tbody>
</table>

*FTE enrollment in Communications and Developmental Reading has been transferred to the Liberal Arts Division from Special Services.

**FTE enrollment in learning skills and humanistic psychology courses has been transferred to Student Development from Special Services.

Student-Faculty Ratio

<table>
<thead>
<tr>
<th>Fall Credit FTE Students</th>
<th>FTE Faculty</th>
<th>Ratio</th>
</tr>
</thead>
<tbody>
<tr>
<td>1984</td>
<td>7904</td>
<td></td>
</tr>
<tr>
<td>1985</td>
<td>7215</td>
<td>374.2</td>
</tr>
<tr>
<td>1986</td>
<td>7235</td>
<td>335.6</td>
</tr>
</tbody>
</table>

Enrollment by Divisions

<table>
<thead>
<tr>
<th>Division</th>
<th>Transfer (FTE)</th>
<th>Career (FTE)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Fall 1984</td>
<td>Fall 1985</td>
</tr>
<tr>
<td>Business and Social Science</td>
<td>1839.3</td>
<td>1066.1</td>
</tr>
<tr>
<td>Technology, Math and Physical Science</td>
<td>1089.6</td>
<td>1047.1</td>
</tr>
<tr>
<td>Liberal Arts</td>
<td>1544.6</td>
<td>1502.6</td>
</tr>
<tr>
<td>Life Science and Human Services</td>
<td>397.3</td>
<td>296.1</td>
</tr>
<tr>
<td>Physical Education, Athletics and Recreation</td>
<td>103.6</td>
<td>87.4</td>
</tr>
</tbody>
</table>

'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.'
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
- Campus Crusade for Christ/Athletes in Action
- Catholic Campus Ministry
- Cheerleaders
- Collegiate Illinois Association of the Deaf
- Data Processing Club
- Engineering Club
- Freshman Nurses Club
- Future Secretaries Association
- Geology Club
- Harper's Bizarre (Fashion Design)
- 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)
- Pi Theta Epsilon (Law Enforcement)
- Political Science Club
- Point of View literary magazine
- Pom Pon Squad
- Program Board
- Rhythm & Moves Dance Company
- Sophomore Nurses Club
- Speech Team
- Spread Eagle Ski Club
- Student Nurses Association of Illinois
- Student Senate
- The Harbinger, Student Newspaper
- WHCM Radio
- Word Processing Students Association
College Finances
Funding for Harper

Harper College revenue comes from three major sources: student tuition, local taxes and state apportionment.

**Student Tuition**

The Board of Trustees annually establishes tuition for credit courses which is limited by law to one-third of the per capita cost. The current resident tuition is $27.00 per semester hour.

Tuition and fees for courses of a non-credit nature (courses which do not lead to a state-approved degree or certificate) cover the cost of instruction. No state or local tax monies are used to support these courses.

For 1986-87, tuition revenue is expected to be $6,501,003 which represents 28.26 percent of Harper College’s Educational Fund income.

**Local Taxes**

All real estate property tax in the State of Illinois is used as the basis by which local educational institutions, under the authority of the law, determine the amount of tax revenue that can be made available to them. The tax rate is based on a percentage of the College district’s equalized assessed valuation.

For 1986-87, the anticipated revenue from local taxes is $13,966,564 which represents 48.0 percent of Harper College’s total operating fund income.

**State Apportionment**

The state 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 prior two years, the unit cost (how much it cost per student two years past), 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, and the state apportionment is supposed to be the amount remaining.

The bulk of this 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.

For 1986-87, state apportionment totals $6,672,486 which represents 22.96 percent of the College’s total operating fund income.

**Others**

In addition to these major sources, Harper College obtains some revenue from student fees, chargebacks, interest on investments, sales and service fees, various federal and state grants, and corporate tax.

For 1986-87, the total revenue from these sources is $2,020,756 which represents 6.95 percent of the College’s total income.
Harper College Budget

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.

Budget Philosophy

One of the cornerstones of William Rainey Harper College’s philosophy is the commitment to involve faculty and students in the development and operation of the College. The sharing of authority requires a commensurate sharing of responsibility by the individuals or groups involved. The advisory role of the faculty and students is limited only by the ability of these groups to analyze problems and present recommendations to the faculty, administration, and Board of Trustees. The basis for this philosophy is the belief that the democratic process will ensure that Harper College continues to evolve as one of the outstanding community colleges in higher education.

Based upon this institutional philosophy, a budget philosophy has been developed that involves the faculty and staff in the budget formulation and assigns responsibility to those who share in the authority to implement the budget. The following guidelines have been established:

1. The final authority for the adoption of the budget rests with the Board of Trustees and is based upon the recommendation of the President.

2. The President, in consultation with the three vice presidents, is responsible for balancing expenditures for programs within the framework of the budget based on overall institutional goals.

3. The Vice President of Administrative Services is responsible for the formulation, operation, and control of the adopted budget.

4. In order to obtain faculty and staff involvement, the budget has been decentralized along organizational lines. A decentralized budget places responsibility at the operational level for budgetary planning. A given cost center manager is in the best position to set priorities for efficient operation based upon operating experience. As the budget formulation progresses and reductions are made collectively by all concerned in order to balance the budget, each manager becomes familiar with the operation of all cost centers that in total make up the budget. The result is a budget that the staff has agreed upon, can understand and therefore can support. Thus, budget formulation begins with faculty and staff and proceeds along organizational lines until it is legally adopted by the Board of Trustees.

5. While the business office is responsible for the overall control of the budget, individual cost centers are responsible for their estimates and subsequent expenditures. All expenditures initiated by individual cost centers must receive approval through organizational lines of authority.

6. All expenditures must conform to the policies of the Board of Trustees.
The Budget Cycle

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

1. Preparation — A cost center function
2. Presentation — An administrative function
3. Adoption and Authorization — A Board of Trustees function
4. Administration and Implementation — A cost center and administrative function
5. Evaluation — A combined administrative and Board of Trustees function.

Budget Funds

For the purpose of carrying out the entire educational program of the College, the Board of Trustees, in accordance with the law, has established funds for operation. A fund may be defined simply as a sum of money segregated for the purpose of carrying on specific activities or attaining certain objectives. Each fund is a completely separate entity that must maintain its own financial integrity without permanent assistance from another fund.

The two most important funds in the budget are the Educational Fund and the Operations, Building and Maintenance Fund. These two funds represent the Operating Funds for Harper College.

A. Educational Fund

The Educational Fund budget is the largest and most important operating budget for the College. This fund is established for the purpose of financing the cost of the academic and service programs. It finances the cost of instructional, administrative and professional salaries, supplies and equipment, library books, materials, maintenance of instructional and administrative equipment, and other costs pertaining to the educational program. This fund is currently limited to a local property tax rate of 17.5 cents per $100 of equalized assessed valuation effective with 1985 taxes.

The major sources of revenue for this fund are local taxes, state apportionment and tuition and fees.

The expenditures for this fund are categorized according to the following function and object:

<table>
<thead>
<tr>
<th>Function</th>
<th>Object</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instruction</td>
<td>Salaries</td>
</tr>
<tr>
<td>Academic Support</td>
<td>Employee Benefits</td>
</tr>
<tr>
<td>Student Services</td>
<td>Contractual Services</td>
</tr>
<tr>
<td>General Administration</td>
<td>Materials and Supplies</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>Meetings Expense</td>
</tr>
<tr>
<td></td>
<td>Fixed Charges</td>
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<tr>
<td></td>
<td>Capital Outlay</td>
</tr>
<tr>
<td></td>
<td>Other</td>
</tr>
<tr>
<td></td>
<td>Provision for Contingency</td>
</tr>
</tbody>
</table>

B. Operations, Building and Maintenance Fund

The Operations, Building and Maintenance Fund budget provides for the operation and maintenance of the physical plant. This fund is established for the purpose of maintaining and improving existing
buildings and grounds as well as the fixtures and equipment which are a permanent part of the buildings and grounds. This fund is currently limited to a tax rate of 7.5 cents per $100 of equalized assessed valuation.

The sources of revenue for this fund are local taxes and state apportionment.

The expenditures for this fund are categorized according to the following function and object:

<table>
<thead>
<tr>
<th>Function</th>
<th>Object</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maintenance</td>
<td>Salaries</td>
</tr>
<tr>
<td>Custodial</td>
<td>Employee Benefits</td>
</tr>
<tr>
<td>Roads and Grounds</td>
<td>Contractual Services</td>
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<tr>
<td>Public Safety</td>
<td>Materials and Supplies</td>
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<tr>
<td>Receiving and Transportation</td>
<td>Vehicle and Travel</td>
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<tr>
<td>Utility</td>
<td>Fixed Charges</td>
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<tr>
<td>Administration</td>
<td>Utilities</td>
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<tr>
<td>Institutional</td>
<td>Capital Outlay</td>
</tr>
<tr>
<td></td>
<td>Other</td>
</tr>
<tr>
<td></td>
<td>Contingency</td>
</tr>
</tbody>
</table>

C. Other existing budget funds at Harper College are as follows:

Audit Fund
Auxiliary Enterprises Fund
Bond and Interest Fund
Imprest Cash Fund
Liability, Protection and Settlement Fund
Restricted Purposes Fund
Trust and Agency Fund
Working Cash Fund
Educational Fund Budget — 1986-87
Estimated Revenue

- Student Tuition & Fees (28.3%)
- Local Gov't Sources (42.6%)
- Fed Gov't Sources (1.3%)
- St Gov't Sources (25.0%)
- Repl Corp Pers Prop Tax (1.0%)
- Other Sources (1.9%)
Educational Fund Budget — 1986-87

Expenditures

- Salaries & Benefits (81.1%)
- Materials & Supplies (8.5%)
- Meeting Exp (0.7%)
- Contr Svcs (4.3%)
- Capital & Other (2.6%)
- Utilities & Fixed Chgs (2.4%)
- Contingency (2.4%)
Building Fund Budget — 1986-87
Estimated Revenue

- Student Tui & Fees (1.4%)
- St Gov't Sources (22.0%)
- Rpl Crp Pers Prop Tx (1.2%)
- Other Revenue (0.6%)
- Interest on Invest (6.2%)
- Local Gov't Sources (68.6%)
Building Fund Budget — 1986-87

Expenditures

- Salaries & Benefits (45.9%)
- Utilities & Fixed Chgs (29.1%)
- Capital & Other (3.9%)
- Contr Svcs (8.9%)
- Meeting Exp (0.1%)
- Materials & Supplies (7.4%)
- Contingency (4.7%)
Organizational Structure and Staff
General Administration

James J. McGrath, President
David L. Williams, Vice President of Academic Affairs
Vernon F. Manke, Vice President of Administrative Services
Bonnie Henry, Vice President of Student Affairs
Felice P. Avila, Executive Assistant to the President
Raymond F. Devery, Director of Development
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
Alfred A. Dunikoski, Dean of Learning Resources
John A. Gelch, Dean of Physical Education, Athletics and Recreation
William R. Howard, Dean of Continuing Education and Program Services
Thomas Johnson, Acting Dean of Business and Social Science
Elizabeth McKay, Dean of Special Programs and Services
Martin J. Ryan, Dean of Liberal Arts
Judith Dincher, Director of Nursing
Willard Hoffman, Director of Human Performance Laboratory
Lawrence Haffner, Director of Academic Computing

Administrative Services

Victor E. Berner, Dean of Business Services and Finance
Larry M. Bielawa, Director of Personnel
Donald De Biase, Director of Physical Plant

Student Affairs

Steven J. Catlin, Dean of Admissions and Registrar
Joan Kindle, Dean of Student Development
Bruce Bohrer, Director of Admissions
Arthur L. Bowers, Director of Computer Services
Russell S. Mills, Director of Placement Services
Jeanne A. Pankanin, Director of Student Activities
Fred A. Vaisvil, Director of Career and Employment Services
Number of Employees

<table>
<thead>
<tr>
<th>Category</th>
<th>Number</th>
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</thead>
<tbody>
<tr>
<td>Administrators</td>
<td>37</td>
</tr>
<tr>
<td>Full-time Faculty</td>
<td>207</td>
</tr>
<tr>
<td>Full-time Staff</td>
<td>367</td>
</tr>
<tr>
<td>Part-time Faculty</td>
<td>631</td>
</tr>
<tr>
<td>Part-time Staff</td>
<td>141</td>
</tr>
<tr>
<td>Total</td>
<td>1,383</td>
</tr>
</tbody>
</table>

Harper College Staff Organizations

Faculty Senate

President, Phil Stewart
Vice President, LeRoy Mottla
Secretary, Roger Mussell
Treasurer, William Jedlicka
Grievance Chairperson, George Evans
Senators at Large: William E. Miller
          John Gallagher
          Vera Davis

Classified Employee Council

Chairperson, Linda Pones
Vice Chairperson, Dee Johnson
Secretary, Bridget Calendo
Representatives: Betty Cords
       Joan Drake
       James Foody
       Peter Gart
       Vicki Hathaway
       Bobbye Levine
       Bill Neumann
       Dennis Ryther
# Faculty
## Fall 1986

### Number of Faculty by Division

<table>
<thead>
<tr>
<th>Division</th>
<th>Courses</th>
<th>Full-Time Faculty</th>
<th>Full-Time Equivalent Part-Time Faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business and Social Science</td>
<td>176</td>
<td>46</td>
<td>51.2</td>
</tr>
<tr>
<td>Liberal Arts</td>
<td>148</td>
<td>43</td>
<td>27.0</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>Learning Resource Center</td>
<td></td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Life Science and Human Services</td>
<td></td>
<td>73</td>
<td>35</td>
</tr>
<tr>
<td>Physical Education, Athletics and Recreation</td>
<td>40</td>
<td>6</td>
<td>4.2</td>
</tr>
<tr>
<td>Special Programs and Services</td>
<td>58</td>
<td>5</td>
<td>24.6</td>
</tr>
<tr>
<td>Student Development</td>
<td></td>
<td>16</td>
<td>3.2</td>
</tr>
<tr>
<td>Technology, Mathematics and Physical Science</td>
<td>109</td>
<td>34</td>
<td>21.6</td>
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<tr>
<td>Total</td>
<td>607</td>
<td>191</td>
<td>146.2</td>
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### 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>38</td>
<td>7</td>
</tr>
<tr>
<td>Liberal Arts</td>
<td>29</td>
<td>13</td>
</tr>
<tr>
<td>Library Services</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Life Science and Human Services</td>
<td>23</td>
<td>5</td>
</tr>
<tr>
<td>Physical Education, Athletics and Recreation</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Student Development</td>
<td>10</td>
<td>7</td>
</tr>
<tr>
<td>Technology, Mathematics and Physical Science</td>
<td>31</td>
<td>6</td>
</tr>
<tr>
<td>Special Services</td>
<td>4</td>
<td>1</td>
</tr>
</tbody>
</table>
Services and Facilities
Service and Information Directory

College Hours  
*Business Hours:* Offices are open for business Monday through Friday from 8:00 to 4:30 pm. The Registrar’s and Business Offices are open from 8:00 am until 9:00 pm Monday through Thursday, from 8:00 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:* Classes 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.

---

**Academic Regulations**  
Dean of Instruction  
D129, extension 2290

**Affirmative Action**  
Personnel Specialist  
A319, extension 2216, 2217

**Box Office**  
J137, extension 2547, 2549

**Career/Life Planning Center**  
A347, extension 2220

**CAD/CAM Center**  
H209a, extension 2996  
397-1640

**Cardiac Rehabilitation**  
Northwest Cardiac Rehabilitation Center  
M215, extension 2486

**Cashier**  
Business Office  
A214, extension 2439, 2497, 2478

**Center for New Students/Adult Services**  
F132, extension 2208

**Child Care Service, Child Learning Center**  
I131, extension 2262 (office 1129)

**College Newspaper Harbinger**  
A367, extension 2460, 2461

**Continuing Education Non-Credit Offerings**  
CE Admissions  
C101, extension 2410, 2412, 2301

**Credits or Graduation Requirements**  
Registrar’s Office  
A213, extension 2505 & Student Development Faculty

**Disabled Student Services**  
D119, extension 2266

**Dropping and Adding Courses**  
Student Development Faculty in Student Development Centers, A347, I117 and D142  
Registrar’s Office  
A213, extension 2500

**Educational Foundation**  
Ray Devery, Executive Director  
A323b, extension 2490

**Employment**  
Personnel Department  
A322, extension 2216

**Full or Part-Time Work**  
Illinois Job Service Representatives  
F132, 397-4492 or 397-4509

**Friends of Harper**  
College Relations Office  
A312, extension 2230

**Grade Reports**  
Registrar’s Office  
A213, extension 2502

**Grants**  
Ray Devery, Director of Development  
A323b, extension 2490

**Health Services**  
A362, extension 2340

**Hearing Impaired Program Support Services**  
D119, Voice — extension 2267  
TTY-397-7600
**Service and Information Directory** (continued)

<table>
<thead>
<tr>
<th>Department</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Insurance</strong></td>
<td>Personnel Department</td>
</tr>
<tr>
<td></td>
<td>A320, extension 2216, 2217</td>
</tr>
<tr>
<td><strong>Intercollegiate Athletics</strong></td>
<td>Coordinator, Men's Athletics</td>
</tr>
<tr>
<td></td>
<td>M215, extension 2466, 2467</td>
</tr>
<tr>
<td></td>
<td>Coordinator, Women's Athletics</td>
</tr>
<tr>
<td></td>
<td>M214, extension 2466, 2467</td>
</tr>
<tr>
<td><strong>Library</strong></td>
<td>Director of Library Services</td>
</tr>
<tr>
<td></td>
<td>F203, extension 2585</td>
</tr>
<tr>
<td><strong>Intramurals</strong></td>
<td>Coordinator of Intramurals</td>
</tr>
<tr>
<td></td>
<td>M222, extension 2466, 2467</td>
</tr>
<tr>
<td><strong>Lost and Found Items</strong></td>
<td>Public Safety Office</td>
</tr>
<tr>
<td></td>
<td>B101, extension 2330, 2491</td>
</tr>
<tr>
<td><strong>Northeast Center</strong></td>
<td>1375 South Wolf Road</td>
</tr>
<tr>
<td></td>
<td>Prospect Heights, IL 60070</td>
</tr>
<tr>
<td></td>
<td>537-8660</td>
</tr>
<tr>
<td><strong>Parking and Public Safety</strong></td>
<td>Public Safety Office</td>
</tr>
<tr>
<td></td>
<td>B101, Non-Emergency, extension 2330</td>
</tr>
<tr>
<td></td>
<td>Emergency only, extension 2211</td>
</tr>
<tr>
<td></td>
<td>Medical Parking Permits, Health Services</td>
</tr>
<tr>
<td></td>
<td>A362, extension 2340</td>
</tr>
<tr>
<td><strong>Payroll</strong></td>
<td>Business Office</td>
</tr>
<tr>
<td></td>
<td>A201, extension 2228</td>
</tr>
<tr>
<td><strong>Permission to Carry More than 18 Hours</strong></td>
<td>Dean of Instruction/Dean of Admissions and Registrar</td>
</tr>
<tr>
<td></td>
<td>D129, extension 2290 or Registrar's Office, A212, extension 2304</td>
</tr>
<tr>
<td><strong>Personal Problems</strong></td>
<td>Student Development Faculty in Student Development Centers</td>
</tr>
<tr>
<td></td>
<td>A347, 1117 and D142, and Health Services, A362, extension 2340</td>
</tr>
<tr>
<td><strong>Program Board</strong></td>
<td>Student Activities Office</td>
</tr>
<tr>
<td></td>
<td>A336, extension 2274, 2242</td>
</tr>
<tr>
<td><strong>Purchasing</strong></td>
<td>Business Office</td>
</tr>
<tr>
<td></td>
<td>A217, extension 2222, 2205</td>
</tr>
<tr>
<td><strong>Scholarships, Loans or Other Financial Aids</strong></td>
<td>Financial Aid Office</td>
</tr>
<tr>
<td></td>
<td>A364, extension 2248, 2249</td>
</tr>
<tr>
<td><strong>Section 504 of the Special Services Rehabilitation Act of 1973</strong></td>
<td>Dean of Special Programs and Services</td>
</tr>
<tr>
<td></td>
<td>F130, extension 2261</td>
</tr>
<tr>
<td><strong>Student Activities Registration and Activities Calendar</strong></td>
<td>Student Activities Office</td>
</tr>
<tr>
<td></td>
<td>A336, extension 2243</td>
</tr>
<tr>
<td><strong>Student Activity Cards</strong></td>
<td>Business Office</td>
</tr>
<tr>
<td></td>
<td>A214, extension 2439, 2497</td>
</tr>
<tr>
<td><strong>Student Clubs and Organizations</strong></td>
<td>Student Activities Office</td>
</tr>
<tr>
<td></td>
<td>A336, extension 2242</td>
</tr>
<tr>
<td><strong>Student Complaints/Grievances</strong></td>
<td>Vice President of Student Affairs</td>
</tr>
<tr>
<td></td>
<td>A317, extension 2360</td>
</tr>
<tr>
<td><strong>Student Government</strong></td>
<td>Student Senate Office</td>
</tr>
<tr>
<td></td>
<td>A332, extension 2244 or Student Activities Office</td>
</tr>
<tr>
<td></td>
<td>A336, extension 2224</td>
</tr>
<tr>
<td><strong>Telecourses</strong></td>
<td>I112, extension 2430, 2550</td>
</tr>
<tr>
<td><strong>Testing Information</strong></td>
<td>Office of Testing Services</td>
</tr>
<tr>
<td></td>
<td>A347, extension 2541</td>
</tr>
<tr>
<td><strong>Transcript of Your Credits</strong></td>
<td>Registrar's Office</td>
</tr>
<tr>
<td></td>
<td>A213, extension 2503</td>
</tr>
<tr>
<td><strong>Transfer from Another College</strong></td>
<td>Student Development Faculty or Registrar's Office</td>
</tr>
<tr>
<td></td>
<td>A213, extension 2505</td>
</tr>
</tbody>
</table>
Service and Information Directory (Continued)

Tuition and Fee Payment
Business Office
A214, extension 2439, 2497, 2478

Tuition Refund Request
Registrar’s Office
A213, extension 2501
Medical Reasons, Health Services
A362, extension 2340

Tutoring Service
F132, extension 2539

Veterans Affairs
A364, extension 2254, 2387

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

Withdrawal from College
Student Development Faculty in
Student Development Center
A347, I117 and D142,
and Registrar's Office
A213, extension 2500
Medical Withdrawal, Health Services
A362, extension 2340

Women's Program
P124, extension 2560

Word Processing
A145, extension 2442
## Staffing and Services

<table>
<thead>
<tr>
<th>Office</th>
<th>Extension</th>
<th>Monday through Thursday</th>
<th>Friday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admissions/Student Outreach — C</td>
<td>2206</td>
<td>8:00 am to 4:30 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>Bookstore</td>
<td>2275</td>
<td>7:45 am to 7:00 pm</td>
<td>7:45 am to 4:30 pm</td>
<td>9:00 am to 12:00 pm</td>
</tr>
<tr>
<td>Box Office</td>
<td>2547</td>
<td>10:00 am to 7:00 pm</td>
<td>10:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>Business Office</td>
<td>2439</td>
<td>8:00 am to 9:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td>9:00 am to 12:00 pm</td>
</tr>
<tr>
<td>BUS/SS Division</td>
<td>2311</td>
<td>7:30 am to 9:30 pm</td>
<td>7:30 am to 4:30 pm</td>
<td>7:30 am to 12:30 pm</td>
</tr>
<tr>
<td>CAD/CAM Center</td>
<td>397-1640</td>
<td>8:00 am to 4:30 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>Career &amp; Life Planning Center</td>
<td>2220</td>
<td>8:00 am to 8:30 pm (Monday-Wednesday)</td>
<td>8:00 am to 4:30 pm (Thursday-Friday)</td>
<td></td>
</tr>
<tr>
<td>Child Learning Center</td>
<td>2262</td>
<td>7:15 am to 4:45 pm</td>
<td>7:15 am to 4:45 pm</td>
<td></td>
</tr>
<tr>
<td>Community Counseling</td>
<td>2577</td>
<td>Evenings, by appointment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CE/PS Division</td>
<td>2591</td>
<td>8:00 am to 9:00 pm</td>
<td>8:00 am to 9:00 pm</td>
<td>8:00 am to 1:00 pm</td>
</tr>
<tr>
<td></td>
<td>2592</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2593</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dental Hygiene Clinic</td>
<td>2534</td>
<td>8:00 am to 4:30 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>Disabled Student Services</td>
<td>2266</td>
<td>8:00 am to 4:30 pm (except Thursday)</td>
<td>8:00 am to 8:00 pm (Thursday)</td>
<td></td>
</tr>
<tr>
<td>English as a Second Language</td>
<td>2226</td>
<td>8:00 am to 9:00 pm</td>
<td>8:00 am to 9:00 pm</td>
<td></td>
</tr>
<tr>
<td>Financial Aid Veterans</td>
<td>2248</td>
<td>8:00 am to 8:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td>9:00 am to 12:00 pm (First and third Saturday)</td>
</tr>
<tr>
<td></td>
<td>2254</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Game Room</td>
<td>2223</td>
<td>9:00 am to 9:00 pm</td>
<td>9:00 am to 1:30 pm</td>
<td></td>
</tr>
<tr>
<td>General Education Development</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Health Service</td>
<td>2340</td>
<td>8:00 am to 10:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td>9:00 am to 1:00 pm</td>
</tr>
<tr>
<td>Information Booth</td>
<td>2292</td>
<td>7:30 am to 9:30 pm</td>
<td>7:30 am to 9:30 pm</td>
<td>9:00 am to 12:00 pm</td>
</tr>
<tr>
<td>Institutional Research</td>
<td>2263</td>
<td>8:00 am to 9:30 pm</td>
<td>8:00 am to 9:30 pm</td>
<td></td>
</tr>
<tr>
<td>Liberal Arts Division</td>
<td>2285</td>
<td>8:00 am to 8:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>Library: Media Desk Print</td>
<td>2551</td>
<td>8:00 am to 10:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td>9:00 am to 3:30 pm</td>
</tr>
<tr>
<td>Circulation</td>
<td>2584</td>
<td>8:00 am to 10:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td>9:00 am to 3:30 pm Sunday: 1:00-5:00 pm</td>
</tr>
</tbody>
</table>
## Staffing and Services (continued)

<table>
<thead>
<tr>
<th>Office</th>
<th>Extension</th>
<th>Monday through Thursday</th>
<th>Friday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td>LS/HS Division</td>
<td>2523</td>
<td>7:30 am to 4:30 pm</td>
<td>7:30 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>Northeast Center</td>
<td>537-8660</td>
<td>8:00 am to 10:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>New Student and Adult Services Center</td>
<td>2208</td>
<td>8:00 am to 8:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td>9:00 am to 12:00 pm</td>
</tr>
<tr>
<td>Nursing Lab</td>
<td>2538</td>
<td>8:00 am to 4:30 pm</td>
<td>8:00 am to 4:30 pm</td>
<td>9:00 am to 1:00 pm</td>
</tr>
<tr>
<td>PEAR Division</td>
<td>2466</td>
<td>8:00 am to 9:30 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>Registrar’s Office</td>
<td>2502</td>
<td>8:00 am to 9:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td>9:00 am to 12:00 pm</td>
</tr>
<tr>
<td>Special Programs and Services</td>
<td>2204</td>
<td>8:00 am to 4:30 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>Student Activities</td>
<td>2242</td>
<td>8:00 am to 4:30 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>Student Development — A</td>
<td>2220</td>
<td>8:00 am to 8:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>(Monday-Wednesday)</td>
<td></td>
<td>(Monday-Wednesday)</td>
<td>(Thursday, Friday)</td>
<td></td>
</tr>
<tr>
<td>Student Development — D</td>
<td>2393</td>
<td>8:00 am to 4:30 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>Student Development — I</td>
<td>2522</td>
<td>8:00 am to 8:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>(Monday-Wednesday)</td>
<td></td>
<td>(Monday-Wednesday)</td>
<td>(Thursday, Friday)</td>
<td></td>
</tr>
<tr>
<td>T M/P S Division</td>
<td>2374</td>
<td>8:00 am to 9:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>Testing</td>
<td>2541</td>
<td>8:00 am to 4:30 pm</td>
<td>8:00 am to 4:30 pm</td>
<td>Special Arrangements</td>
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<tr>
<td>(Evenings by Appointment)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tutoring Center</td>
<td>2539</td>
<td>8:30 am to 9:00 pm</td>
<td>8:30 am to 4:30 pm</td>
<td></td>
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</tbody>
</table>
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.

<table>
<thead>
<tr>
<th>Buildings</th>
<th>Acceptance Dates</th>
<th>Values*</th>
<th>Gross Square Feet</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>1969</td>
<td>$ 9,900,000</td>
<td>132,260</td>
</tr>
<tr>
<td>B</td>
<td>1969</td>
<td>1,500,000</td>
<td>13,700</td>
</tr>
<tr>
<td>C</td>
<td>1969</td>
<td>1,800,000</td>
<td>23,900</td>
</tr>
<tr>
<td>D</td>
<td>1969</td>
<td>10,430,450</td>
<td>118,130</td>
</tr>
<tr>
<td>E</td>
<td>1969</td>
<td>1,000,000</td>
<td>13,000</td>
</tr>
<tr>
<td>F</td>
<td>1969</td>
<td>7,600,000</td>
<td>102,000</td>
</tr>
<tr>
<td>G</td>
<td>1977</td>
<td>1,900,000</td>
<td>19,500</td>
</tr>
<tr>
<td>H</td>
<td>1977</td>
<td>3,800,000</td>
<td>62,500</td>
</tr>
<tr>
<td>I</td>
<td>1980</td>
<td>3,600,000</td>
<td>44,600</td>
</tr>
<tr>
<td>J</td>
<td>1980</td>
<td>3,600,000</td>
<td>47,300</td>
</tr>
<tr>
<td>K</td>
<td>1980</td>
<td>8,100,000</td>
<td>97,100</td>
</tr>
<tr>
<td>L</td>
<td>1974</td>
<td>1,800,000</td>
<td>26,800</td>
</tr>
<tr>
<td>M</td>
<td>1973</td>
<td>407,000</td>
<td>6,000</td>
</tr>
<tr>
<td>N</td>
<td>1974</td>
<td>420,000</td>
<td>6,000</td>
</tr>
<tr>
<td>V</td>
<td>1975</td>
<td>375,000</td>
<td>12,000</td>
</tr>
</tbody>
</table>

Total: 15 buildings $56,598,450 733,990

*Replacement cost estimate
Auxiliary Organizations
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.

1986-87
Harper College Educational Foundation Board of Directors

Officers:

James R. Lancaster, President
President
Bank of Elk Grove

John Hug, Vice President
Partner
Peat, Marwick, Mitchell and Company

James J. McGrath, Vice President
President
Harper College

Raymond E. Devery, Secretary and Executive Director
Harper College Educational Foundation

Herbert H. Muehl, Sr., Treasurer
Manager
Prudential Insurance Company

R. James Harring, Past Directors Counsel
Corporate Vice President and Director of Planning, Motorola, Inc.

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

Sally Fairweather
Co-Owner
Fairweather-Hardin Gallery

John H. Gimbel
Vice President-Sales
United Airlines

Thomas J. Godfrey
Attorney
Nisen, Elliot, and Meier

Clarine C. Hall
Executive Director
Illinois Prairie Girl Scout Council

Robert L. Hanson
Vice President
Acco International, Inc.

Robin M. Hoffer, D.D.S.
Dentist

Ralph T. Lidge, M.D.
Orthopedic Surgeon

John Lynch
Regional General Manager
John Fluke Manufacturing Co., Inc.

Robert W. Rogers
General Manager-Midwest Sales
Hewlett-Packard

William E. Simpson
Secretary-Treasurer
645 Electronics Distributors Corporation

John R. Sternberg
Pastor
St. Peter Lutheran Church

T. Stephen Thompson
President
Amersham Corporation

Dan Thomson
President
McGraw-Edison Company Halo Lighting Division

Donald E. Wilson
Vice President of Finance
Square D Company
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.

1986-87
Friends of Harper Board of Directors

Officers:
Sarah Born, President
Arlington Heights
Dr. Amy Fremgen, Vice President
Palatine
Judy Kating, Secretary
Rolling Meadows
Pat McHale, Treasurer
Elk Grove Village

Members:
Donna Joy
Women's Program Representative
Mount Prospect
Sam Oliver, Barrington
Florence Sorokin
Senior Citizens' Representative
Palatine
Eleanor Sweet, Barrington
Jan Tucker, Arlington Heights
Joyce Paul Weltzein, Schaumburg
Cheryl Winstead, Buffalo Grove
Barbara Barton
Liaison, Board of Trustees
Rev. John Sternberg
Liaison, Educational Foundation
James J. McGrath
President, Harper College
Elaine Stoermer
Director of College Relations
Harper College