Dear Members of the Harper Community:

As a member of the Harper district, you may wish to learn more about the College and the Illinois community college system. The Profile is designed to acquaint you with Harper College, legally known as District 512. Harper is a major educational, cultural and social resource in the northwest area.

The student population is served by 200 faculty, 88 professional/technical, 244 classified, 41 supervisory/confidential staff, 81 custodial and maintenance, and 33 administrative staff. A part-time faculty of 850 supplements our teaching staff. The College is governed by a Board of Trustees composed of seven members elected by the community and a student trustee elected by the students. Everyone at Harper is committed to providing quality instruction and services that respond to the needs of the residents of the district.

We hope that this booklet will give you a good overview and that you will take advantage of the resources that Harper College provides.

Sincerely,

Paul N. Thompson
President
Profile of Harper College
1991

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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 495,000.
- The campus in Palatine has 15 buildings on a total area of 200 acres.
- The operating tax rate is 30 cents per $100 of assessed valuation.
- The tuition rate is $30.00 per credit hour.
- Fall enrollment is approximately 24,500 students.
- Approximately 28 percent of the annual high school graduates in the district attend Harper.
- More than 325,000 different students have attended Harper since it was founded.
- Approximately 93 percent of the College faculty hold postgraduate degrees.
- The Harper College Learning Resources Center has 155,000 volumes including microforms and reprints, and about 800 periodical titles. The media collection of 115,000 items consists of videotapes, films, audiotapes, slides, filmstrips and other formats. Through on-line searching of a national data base, the LRC has access to academic institutions nationwide, as well as to those in Illinois.
- The College operates four extension centers in Barrington, Prospect Heights, Elk Grove Village and Hoffman Estates.
- The College offers over 50 academic scholarships each year covering tuition and fees, each valued at $850 per year, as well as various financial grants sponsored by individuals, organizations and companies in the area which range from $100 to $8,000, with the majority averaging $500.
Introduction

William Rainey Harper College is a two-year public community college founded in 1965. The College offers both the associate in arts and associate in science degrees as well as 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 24,500 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 325,000 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 (1990-91)

Barbara Barton, Chairman
Peter R. Bakas, Vice Chairman
John E. Coste, Secretary
Kris Howard
Stephen McCulley
Lawrence Moats
Molly Norwood
Michael Trippedi

Palatine
Arlington Heights
Schaumburg
Inverness
Roselle
Inverness
Rolling Meadows
Rolling Meadows
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 50 colleges and five branches. 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-six of the districts have a single college. Three districts are multi-college, with Chicago having nine colleges, Illinois Eastern having four colleges, and Black Hawk having two colleges. 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 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 Educational 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>Joseph Cipfl, President</td>
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<td>Black Hawk College-Quad Cities</td>
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<td>Black Hawk College-East</td>
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<td>Charles Warthen, President</td>
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<td>Waubonsee Community College</td>
<td>516</td>
<td>Illinois Route 47 at Harter Road Sugar Grove, IL 60554-9799</td>
<td>708/466-4811</td>
</tr>
<tr>
<td>John Swalec, President</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>John Wood Community College</td>
<td>539</td>
<td>150 South 48th Street Quincy, IL 63201-9147</td>
<td>217/224-6500</td>
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<tr>
<td>Robert Keys, President</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Maps
Illinois Public Community College Districts

July 1, 1990
Community College District 512

- Tower Lake
- Hanover Township
- Hanover Park
- 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
Harper College serves 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: 495,000
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
- Biological Sciences
- Business Administration
- Communications
- Computer Science
- Education
- Engineering
- Foreign Languages
- Health Education
- Liberal Arts
- Music
- Physical Education
- Recreation
- Science and Mathematics
- Social Science

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 Service and Supply
- Agricultural Business Technology
- Alternate Living Resident Supervisor
- Architectural Technology
- Auto Body Repair and Painting
- Automation Skills
- Automotive Service Excellence
- Automotive Technology
- Aviation Maintenance Technology
- Banking and Savings Association Management
- Banking, Finance and Credit
- Basic Addiction Counseling
- Biomedical Electronics Technology
- Bread and Pastry Arts
- Building Codes and Enforcement
- Building Construction Technology
- Construction Layout
- Construction Management
- Business Information Management
- CAD Technician
- CAM
- Cardiac Exercise Technology
- Certified Professional Secretary
- Chemical Technology
- Bio-Tech Option
- Chem-Tech Option
- Child and Youth Advocacy
- Child Development
- Civil Technology
- Materials Testing and Inspections
- Project Inspector
- CNC Technician
- Commercial Credit Management
- Communication Arts and Sciences
- Criminal Justice
- Culinary Arts
- Data Processing - Computer Operator
- Data Processing - Microcomputers in Business
- Data Processing Technology
- Dental Assisting
- Dental Hygiene
- Dental Laboratory Technology
- Diesel Technology
- Dietetic Technician
- Digital Electronics and Microprocessor Technology
- Electronics Servicing
- Electronics Technology
- Executive Secretarial Development
- Facilities Operation and Engineering
- Fashion Design
- Fashion Merchandising
- Financial Management
- Fire Science Technology
- Food Manufacturing Technology
- Food Service Management
- Foster Care
- General Office Assistant
- Gerontology
- Graphic Arts
- Graphic Design
- Habilitation Aide
- Heating Service
- Horticulture
- Hotel/Motel Management
- Human Services

*These programs are offered through cooperative agreements with other community colleges.
1Certificate program only
2Associate degree program only
3Data Processing will change to Computer Information Systems starting fall, 1991.
Career Programs (continued)

Industrial and Retail Security
Industrial Sales Management and Development
Industrial Supervision Technology
Industrial Work Measurement
Interior Design
International Marketing
Interpretation Transliteration
Investment Economics and Analysis
Journalism
Laser Electro-Optic
Legal Secretary
Legal Technology
Library Science
Library Technical Assistant
Library Technology
Machine Apprenticeship
Machine Repair Specialist
Machine Technology Apprenticeship
Machine Tool, Career Advanced Program
Machine Tool Operation
Machine Tool Technology
Machinist
Magnetic Resonance Imaging
Maintenance Machinist
Marketing/Management
Material Management
Mechanical Drafting
Mechanical Engineering Technology:
  Automated Manufacturing Option
  Mechanical Engineering Option
Mechanical Maintenance/Repair
Media
Medical/Dental Secretary
Medical Laboratory Technology
Medical Office Assistant
Medical Record Technology
Medical Transcriptionist
Mental Health Generalist
Microcomputers in Business
Moldmaker
Nuclear Medicine
Nursing
Operating Room Technician
Ophthalmic Technician
Park and Grounds Operation Management
Personal Banking
Pharmacy Technician
Photo Offset
Photography
Physical Therapy Assistant
Plastics
Plastics Processing and Fabricating
Plastics Technology
Production Engineering Technician
Production Welding
Productions Management Technology
Radiography
Radiologic Technology
Real Estate
Refrigeration and Air Conditioning Service
Refrigeration Service
Residential Comfort Systems
Respiratory Care
Respiratory Therapy Technician
Retail Merchandising
Secretarial
Small Business Specialist
Substance Abuse
Supermarket Management
Supervisory and Administrative Management
Technical Communications
Tool and Moldmaker
Transportation and Traffic Management
Travel and Transportation
Water/Wastewater
Welding
Word Processing Operator

*These programs are offered through cooperative agreements with other community colleges.
1Certificate program only
2Associate 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. Programs are aimed at meeting the educational, cultural 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.
Continuing Education

I Continuing Education and Program Services Division
Business and Professional Department
Adjunct Faculty Development
Computer Applications for Business
Computer Training
Desktop Publishing
Management Development
Office Personnel
Paralegal/Legal Updates
Professional Sales Training
Small Business Development
Test Reviews

Personal and Cultural Enrichment Department
Career Enrichment
Consumerism
Cultural Awareness
Health and Safety
Home and Family
International
Learning Skills
Leisure
Life Enrichment
Personal Business and Finance

Vocational and Technical Skills Department
Alcohol Awareness
Auto Body
Cargo Transportation
Certified Financial Planning
Construction
Cosmetology
Data Entry
Food Service and Hospitality
Office Skills
Teller Training
Travel and Tourism
Waterworks

II Physical Education, Athletics and Recreation Division
Physical Education Department
Aerobics
Dance
Diet & Exercise
Physical Fitness
Sports
Swimming

Human Performance Department
Physical Fitness and Cardiovascular Risk Assessment
Physical Conditioning
Cardiac Rehabilitation
Diabetic Exercise
Weight Management

III Academic Enrichment and Language Studies Division
Women's Program Department
Toward Self-Fulfillment
Understanding Ourselves and Others
Family Living
Expanding Horizons Workshops
Project Turning Point
Family Crisis
Women's History Week

IV Technology, Math and Physical Sciences Division
CAD-CAM Center Department
Three Dimensional CAD
Two Dimensional CAD
Computer Integrated Manufacturing

V Life Science and Human Services Division
Life Science and Human Services Department
Senior Citizens
Nursing
Allied Health
Horticulture
Disciplines and Programs by Division

Academic Enrichment and Language Studies
- Adult Educational Development
- English as a Second Language
- Interpretation/Transliteration
- Linguistics
- Sign Language
- Women's Program

Learning Assistance Center
- Communications Skills
- English (Developmental)
- Learning Skills (Practical Psychology)
- Reading

Business and Social Science
- Accounting and Business Law
- Anthropology
- Banking, Finance and Credit
- Business Information Management
- Data Processing
- Economics
- Education
- Food Service Management
- Geography
- History
- International Marketing
- Journalism
- Legal Technology
- Management
- Marketing
- Material Management
- Microcomputers in Business
- Political Science
- Psychology
- Real Estate
- Secretarial Science
- Sociology
- Word Processing

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
- Institute for Management Development
- Material and Business Management Center
- Northwest Cardiac Rehabilitation Center
- Northwest Training Center for Vocational, Technical and Professional Skills

Liberal Arts
- Art
- English
- Fashion Design
- Fine Arts
- French
- German
- Humanities

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
- Continuing Education Programs
  - Allied Health
  - Horticulture
  - Nursing
  - Senior Citizens

Physical Education, Athletics and Recreation
- Cardiac Exercise Technology
- Health Education
- Physical Education
- Recreation
- Continuing Education Classes

Technology, Mathematics and Physical Science
- Architectural Technology
- Astronomy
- Automation Skills
- Building Codes and Enforcement
- CAD/CAM Center
- Chemistry
- Digital Electronics and Microprocessor Technology
- Electronics Technology
- Engineering
- Fire Science Technology
- Geology
- Mathematics and Computer Science
- Mechanical Engineering Technology
- Numerical Control
- Physical Science
- Physics
- Refrigeration and Air Conditioning

Student Development
- Humanistic Psychology
- Career Development
- Center for Students with Disabilities
Students
Facts about Harper Students

Did you know that...

• The average age of Harper students is 32?

• Sixty-three percent of the students are women?

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

• Twelve percent of Harper’s degree credit students have a bachelor’s degree or higher; in continuing education, 49 percent have already achieved a bachelor’s degree or higher?

• Schaumburg Township and Barrington High School District show the highest percentage of population enrolled in degree credit programs at Harper?

• Sixty-three percent of Harper’s career students become employed full time upon leaving Harper?

• Eventually 78 percent of Harper’s baccalaureate oriented alumni will transfer to another college and 59 percent will achieve a bachelor’s degree?

• About three out of every eight full-time students will complete an associate degree at Harper?

• The average income of degree credit students who are independent is about $26,300, the average income of parents of dependent students is $54,800, and the average income of continuing education students is $45,100?

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

• Sixty-four percent of Harper career alumni are working within the district, and only 3½ percent are working close to the Chicago Loop?

• More than two-thirds of Harper’s degree credit students are part-time students?

• About 46 percent of career graduates are regularly supervising other employees six years after leaving Harper?

• More than half of the students are persuaded to attend Harper by three principal factors? These are recommendations of friends and relatives; ability to enroll in a specific course or program desired; and Harper’s convenience.

• Alumni who transfer to another college rate 11 aspects of Harper better than the college they are now attending, and only six areas of their new college better than Harper?
Harper Student Profile

<table>
<thead>
<tr>
<th></th>
<th></th>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Baccalaureate</td>
<td>34.8</td>
<td>36.9</td>
<td>38.3</td>
<td>38.8</td>
<td>36.9</td>
</tr>
<tr>
<td>Occupational/Vocational</td>
<td>27.4</td>
<td>25.1</td>
<td>24.1</td>
<td>22.4</td>
<td>20.7</td>
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<tr>
<td>General Studies</td>
<td>7.8</td>
<td>6.6</td>
<td>6.1</td>
<td>4.9</td>
<td>5.9</td>
</tr>
<tr>
<td>AED and ESL</td>
<td>9.4</td>
<td>10.1</td>
<td>10.2</td>
<td>12.0</td>
<td>10.9</td>
</tr>
<tr>
<td>Credit Free</td>
<td>20.6</td>
<td>21.3</td>
<td>21.3</td>
<td>21.9</td>
<td>25.6</td>
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</table>

<table>
<thead>
<tr>
<th>Percent Distribution by Sex</th>
<th></th>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>38.3</td>
<td>36.9</td>
<td>37.2</td>
<td>38.4</td>
<td>37.4</td>
</tr>
<tr>
<td>Female</td>
<td>61.7</td>
<td>63.1</td>
<td>62.8</td>
<td>61.6</td>
<td>62.6</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Percent Distribution by Classload</th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Full-time</td>
<td>17.9</td>
<td>18.5</td>
<td>19.2</td>
<td>19.7</td>
<td>17.9</td>
</tr>
<tr>
<td>Part-time</td>
<td>82.1</td>
<td>81.5</td>
<td>80.8</td>
<td>80.3</td>
<td>82.1</td>
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</table>

<table>
<thead>
<tr>
<th>Percent Distribution by Age</th>
<th></th>
<th></th>
<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>19 and below</td>
<td>17.6</td>
<td>18.7</td>
<td>19.3</td>
<td>19.5</td>
<td>17.8</td>
</tr>
<tr>
<td>20-21</td>
<td>9.5</td>
<td>9.6</td>
<td>10.0</td>
<td>10.0</td>
<td>10.0</td>
</tr>
<tr>
<td>22-25</td>
<td>14.4</td>
<td>15.5</td>
<td>14.2</td>
<td>13.2</td>
<td>12.8</td>
</tr>
<tr>
<td>26-35</td>
<td>26.2</td>
<td>26.3</td>
<td>26.2</td>
<td>25.8</td>
<td>25.6</td>
</tr>
<tr>
<td>36-45</td>
<td>17.0</td>
<td>16.0</td>
<td>14.9</td>
<td>15.9</td>
<td>16.6</td>
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<tr>
<td>46-55</td>
<td>8.7</td>
<td>7.6</td>
<td>7.3</td>
<td>8.3</td>
<td>9.4</td>
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<tr>
<td>Over 55</td>
<td>6.6</td>
<td>6.3</td>
<td>8.1</td>
<td>7.3</td>
<td>7.8</td>
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</table>

*Includes all credit and non-credit students

Harper Degree Credit Profile

<table>
<thead>
<tr>
<th>Percent with Bachelor's Degree or Higher Prior to Enrolling at Harper</th>
<th>1986</th>
<th>1987</th>
<th>1988</th>
<th>1989</th>
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<tbody>
<tr>
<td>11.8</td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>10.9</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>11.0</td>
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<tr>
<td>11.6</td>
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<table>
<thead>
<tr>
<th>Percent Employed Full Time</th>
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<tbody>
<tr>
<td>65.7</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>62.6</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>68.2</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>63.5</td>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Percent Employed as Manager, Executive, or Professional</th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>12.6</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11.8</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12.1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13.3</td>
<td></td>
<td></td>
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</table>
## Enrollment

**Comparison of 1988, 1989 and 1990 Fall Enrollments by Division**

<table>
<thead>
<tr>
<th>Division or Organizational Unit</th>
<th>1988</th>
<th>1989</th>
<th>1990</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Enrichment and Language Studies (includes Women’s Program)</td>
<td>941.3</td>
<td>1037.8</td>
<td>975.5</td>
</tr>
<tr>
<td>Business and Social Science</td>
<td>2682.6</td>
<td>2721.2</td>
<td>2640.7</td>
</tr>
<tr>
<td>Technology, Math and Physical Science</td>
<td>1447.7</td>
<td>1466.0</td>
<td>1417.5</td>
</tr>
<tr>
<td>Liberal Arts</td>
<td>1716.4</td>
<td>1808.7</td>
<td>1809.7</td>
</tr>
<tr>
<td>Life Science and Human Services</td>
<td>795.1</td>
<td>874.5</td>
<td>912.9</td>
</tr>
<tr>
<td>Physical Education, Athletics and Recreation</td>
<td>301.6</td>
<td>308.2</td>
<td>339.7</td>
</tr>
<tr>
<td>Student Development</td>
<td>53.0</td>
<td>53.0</td>
<td>60.8</td>
</tr>
<tr>
<td>Continuing Education, High School</td>
<td>496.1</td>
<td>445.9</td>
<td>459.2</td>
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</tbody>
</table>

Totals: 8433.8 8715.3 8616.0

## Student-Faculty Ratio

<table>
<thead>
<tr>
<th>Fall Credit FTE Students</th>
<th>FTE Faculty</th>
<th>Ratio</th>
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</thead>
<tbody>
<tr>
<td>1986 7235</td>
<td>352.0</td>
<td>20.6</td>
</tr>
<tr>
<td>1987 7522</td>
<td>443.3</td>
<td>16.9</td>
</tr>
<tr>
<td>1988 7833</td>
<td>495.1</td>
<td>15.8</td>
</tr>
<tr>
<td>1989 8091</td>
<td>363.0</td>
<td>22.3</td>
</tr>
<tr>
<td>1990 7911</td>
<td>366.7</td>
<td>21.6</td>
</tr>
</tbody>
</table>

## Transfer and Career Program Enrollment by Divisions

<table>
<thead>
<tr>
<th>Transfer (FTE)</th>
<th>Career (FTE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 1988</td>
<td>Fall 1990</td>
</tr>
<tr>
<td>----------------</td>
<td>--------------</td>
</tr>
<tr>
<td>Academic Enrichment and Language Studies</td>
<td>137.4</td>
</tr>
<tr>
<td>Business and Social Science</td>
<td>1841.2</td>
</tr>
<tr>
<td>Technology, Math and Physical Science</td>
<td>997.6</td>
</tr>
<tr>
<td>Liberal Arts</td>
<td>1584.7</td>
</tr>
<tr>
<td>Life Science and Human Services</td>
<td>372.6</td>
</tr>
<tr>
<td>Physical Education, Athletics and Recreation</td>
<td>119.9</td>
</tr>
<tr>
<td>Continuing Education</td>
<td>0</td>
</tr>
<tr>
<td>Student Development</td>
<td>53.0</td>
</tr>
</tbody>
</table>

1Full-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
- BACCHUS Club
- Biological Society
- Brothers and Sisters in Christ
- Cheerleaders
- Circle K International
- College Bowl
- College Republicans
- Collegiate Illinois Association of the Deaf (CIAD)
- Data Processing Club
- Ecological Club
- Electronics Club
- Food Service Club
- Future Secretaries Association
- Geology Club
- Harbinger, Student Newspaper
- Harper Theatre
- Harper's Bizarre (Fashion Design)
- International Students Club
- Literature Club
- Phi Theta Kappa (Honorary Scholastic Society)
- Physics Club
- Point of View literary magazine
- Political Science Club
- Pom Pon Squad
- Program Board
- Psychology Club
- Rhythm & Moves Dance Company
- Science Fiction & Fantasy Club LB #427
- Speech Team
- Spread Eagle Ski Club
- Student Ambassadors
- Student Nurses Club
- Student Senate
- Vision Club
- The Voyagers
- WHCM Radio
- Young Corporate Achievers
College Finances
Funding for Harper

Harper College operating revenue (Education and Building Funds) 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 $30.00 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 1990-91, tuition revenue is expected to be $7,949,384 which represents 20.91 percent of Harper College’s operating 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 1990-91, the anticipated revenue from local taxes is $19,503,565 which represents 51.29 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 1990-91, state apportionment totals $6,983,142 which represents 18.36 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 1990-91, the total revenue from these sources is $3,589,528 which represents 9.44 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, administration, and cost center managers 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 cost center manager 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 faculty and cost center managers have agreed upon, can understand and therefore can support. Thus, budget formulation 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 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.

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>Public Service</td>
<td>Materials and Supplies</td>
</tr>
<tr>
<td>General Administration</td>
<td>Meetings Expense</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>Fixed Charges</td>
</tr>
<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 and Maintenance Fund

The Operations 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>
</tr>
<tr>
<td>Public Safety</td>
<td>Materials and Supplies</td>
</tr>
<tr>
<td>Receiving and Transportation</td>
<td>Vehicle and Travel</td>
</tr>
<tr>
<td>Utility</td>
<td>Fixed Charges</td>
</tr>
<tr>
<td>Administration</td>
<td>Utilities</td>
</tr>
<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
- Bond Proceeds Fund
- Liability, Protection and Settlement Fund
- Operations and Maintenance Fund (Restricted)
- Restricted Purposes Fund
- Trust and Agency Fund
- Working Cash Fund
Education Fund Budget 1990-91
Estimated Revenue

- Replacement Corporate Personal Property Tax (1.0%)
- State Government Sources (23.1%)
- Student Tuition & Fees (26.6%)
- Other Sources (4.8%)
- Local Government Sources (44.5%)
Education Fund Budget 1990-91
Expenditures

- Materials & Supplies (7.6%)
- Contractual Services (3.8%)
- Meeting Expense (0.8%)
- Capital & Other (4.6%)
- Contingency (1.4%)
- Fixed Charges (1.4%)
- Salaries & Benefits (80.4%)
Operations and Maintenance Fund Budget 1990-91

Estimated Revenue

- Other (1.9%)
- Interest on Investments (6.3%)
- Parking Fees (1.4%)
- Replacement Corporate Personal Property Tax (2.0%)
- State Government Sources (4.0%)
- Local Government Sources (84.4%)
Operations and Maintenance Fund Budget 1990-91

Expenditures

- Materials and Supplies (9.1%)
- Contractual Services (5.4%)
- Capital and Other (17.8%)
- Salaries and Benefits (46.0%)
- Contingency (3.2%)
- Utilities and Fixed Charges (18.5%)
Organizational Structure and Staff
Administrative Organization Chart 1990-91
Organization Chart
Office of Academic Affairs
1990-91

Vice President
Academic Affairs

Dean
Curriculum
Development

Dean
Instruction

Dean
Learning
Resources

Dean
Liberal Arts

Dean
Business
and
Social Science

Dean
Life Science
and
Human Services

Dean
Physical
Education,
Athletics
and Recreation

Dean
Technology,
Math and
Physical
Science

Dean
Continuing
Education and
Program
Services

Dean
Academic
Enrichment and
Language
Studies

Director
Academic
Computing

Director
Planning
and
Research

Director
Nursing

Director
Human
Performance
Laboratory

Director
Learning
Assistance
Center
Organization Chart
Office of
Administrative Services
1990-91
General Administration

Paul N. Thompson, President
Dennis A. Connors, Vice President of Academic Affairs
Vernon F. Manke, Vice President of Administrative Services
Bonnie Henry, Vice President of Student Affairs
Felice P. Avilla, Executive Assistant to the President
Raymond F. Devery, Executive Director, Development and Foundation

Academic Affairs

Charles T. Harrington, Dean of Instruction
George H. Voegel, Dean of Curriculum Development
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. Geich, Dean of Physical Education, Athletics and Recreation
William R. Howard, Dean of Continuing Education and Program Services
Thomas Johnson, Dean of Business and Social Science
Elizabeth McKay, Dean of Academic Enrichment and Language Studies
J. Harley Chapman, Dean of Liberal Arts
Judith Dincher, Director of Nursing
Willard Hoffman, Director of Human Performance Laboratory
Lawrence Haffner, Director of Academic Computing
John A. Lucas, Director of Planning and Research
Lee Vogel, Director of Learning Assistance Center

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 Enrollment Services
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
Frank J. Solano, Director of Financial Aid and Veterans Affairs
Fred A. Vaisvil, Director of Career and Employment Services
Number of Employees

<table>
<thead>
<tr>
<th>Category</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrators</td>
<td>36</td>
</tr>
<tr>
<td>Full-time Faculty</td>
<td>206</td>
</tr>
<tr>
<td>Part-time Faculty</td>
<td>895</td>
</tr>
<tr>
<td>Full-time Staff</td>
<td>299</td>
</tr>
<tr>
<td>Part-time Staff</td>
<td>103</td>
</tr>
<tr>
<td>Full-time Professional/Technical</td>
<td>71</td>
</tr>
<tr>
<td>Part-time Professional/Technical</td>
<td>29</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,639</strong></td>
</tr>
</tbody>
</table>

Harper College Staff Organizations

**Faculty Senate**
President, Roger Mussell  
Vice President, Ray Moehrlin  
Secretary, Diane Callin  
Treasurer, Gerald Mellenthin  
Grievance Chairperson, George Evans

**Classified Employee Council**
Chairperson, Charlene Christen  
Vice Chairperson, Mary Polniaszek  
Secretary, Lorel Kelson  
Representatives: Terry Bachara  
Betty Cords  
Jean Hoffman  
Mary Lett  
Bob Loitfellner  
Paula Long
## Faculty
### Fall 1990

### Number of Faculty by Division/Area

<table>
<thead>
<tr>
<th>Division/Area</th>
<th>Courses</th>
<th>Full-Time Faculty</th>
<th>Full-Time Equivalent Part-Time Faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Enrichment and Language Studies</td>
<td>84</td>
<td>16</td>
<td>42.3</td>
</tr>
<tr>
<td>Business and Social Science</td>
<td>266</td>
<td>45</td>
<td>60.0</td>
</tr>
<tr>
<td>Liberal Arts</td>
<td>151</td>
<td>45</td>
<td>52.8</td>
</tr>
<tr>
<td>Continuing Education and Program Services</td>
<td></td>
<td></td>
<td>33.0</td>
</tr>
<tr>
<td>Learning Resources Center</td>
<td></td>
<td>6</td>
<td>2.8</td>
</tr>
<tr>
<td>Life Science and Human Services</td>
<td>68</td>
<td>33</td>
<td>22.9</td>
</tr>
<tr>
<td>Physical Education, Athletics and Recreation</td>
<td>40</td>
<td>6</td>
<td>3.4</td>
</tr>
<tr>
<td>Student Development</td>
<td>2</td>
<td>16</td>
<td>3.0</td>
</tr>
<tr>
<td>Technology, Mathematics and Physical Science</td>
<td>182</td>
<td>33</td>
<td>29.1</td>
</tr>
<tr>
<td>Total</td>
<td>793</td>
<td>200</td>
<td>249.3</td>
</tr>
</tbody>
</table>

### Degrees of Full-Time Faculty by Division/Area

<table>
<thead>
<tr>
<th>Division/Area</th>
<th>Master's Degree</th>
<th>Doctorate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Enrichment and Language Studies</td>
<td>15</td>
<td>0</td>
</tr>
<tr>
<td>Business and Social Science</td>
<td>36</td>
<td>6</td>
</tr>
<tr>
<td>Liberal Arts</td>
<td>24</td>
<td>16</td>
</tr>
<tr>
<td>Learning Resource Center</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Life Science and Human Services</td>
<td>20</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>5</td>
</tr>
<tr>
<td>Technology, Mathematics and Physical Science</td>
<td>26</td>
<td>7</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, Saturday from 7:00 am until 6:00 pm and Sunday from 1:00-6:00 pm.

Academic Regulations  
Dean of Instruction  
D129, extension 2290

Admissions/Applications  
Admissions Office  
C101, extension 2506

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 2296  
397-1640

Cardiac Rehabilitation  
Northwest Cardiac Rehabilitation Center  
M215, extension 2486

Cashier-Tuition and Fee Payments  
Business Office  
A214, extension 2439, 2497, 2478

Center for New Students  
F132, extension 2208

Center for Students with Disabilities  
D119, extension 2266

Child Care Service, Child Learning Center  
I131, extension 2262 (office I129)

College Newspaper Harbinger  
A367, extension 2460, 2461

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

Community Counseling Center  
I117, extension 2577

Counseling  
Community Counseling Center  
I117, extension 2577  
Student Development Faculty in Student Development Centers  
A347, I117, and D142,  
and Health Services, A362, extension 2340

Credits or Graduation Requirements  
Registrar’s Office  
A213, extension 2600 & Student Development Faculty

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

Educational Development  
Northeast Center  
708/537-5420

Educational Foundation  
Ray Devery, Executive Director  
A323b, extension 2490

Employment  
Personnel Department  
A322, extension 2216

Extension Services  
Northeast Center  
708/537-8660

Faculty Senate  
A152, extension 2960

Full- or Part-Time Work  
Harper Placement Office  
A347, extension 2720

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

Insurance
Personnel Department
A320, extension 2216, 2217

Intercollegiate Athletics
Coordinator, Men's Athletics
M215, extension 2466, 2467
Coordinator, Women's Athletics
M214, extension 2466, 2467

Intramurals
Coordinator of Intramurals
M222, extension 2466, 2467

Learning Assistance Center
F119, extension 2715

Library
Library Chairperson
F215, extension 2585

Lost and Found Items
Public Safety Office
B101, extension 2330, 2491

Northeast Center
1375 South Wolf Road
Prospect Heights, IL 60070
537-8660

Orientation to College
Center for New Students and Orientation
F132, extension 2208

Parking and Public Safety
Public Safety Office
B101, Non-Emergency, extension 2330
Emergency only, extension 2211
Medical Parking Permits, Health Services
A362, extension 2340

Payroll
Business Office
A201, extension 2228

Permission to Carry More than 18 Hours
Dean of Instruction/Dean of Enrollment Services
D129, extension 2290 or Registrar's Office, A212, extension 2304

Placement Office
A347, extension 2720

Program Board
Student Activities Office
A336, extension 2274, 2242

Purchasing
Business Office
A217, extension 2222, 2205

Registration—Continuing Education
CE Admissions
C101, extension 2410, 2412, 2301

Registration—Credit Classes
Registrar's Office
A213, extension 2502

Scholarships, Loans or Other Financial Aids
Financial Aid Office
A364, extension 2248, 2249

Section 504 of the Rehabilitation Act of 1973 — Compliance Officer
Dean of Academic Enrichment and Language Studies
F130, extension 2261

Student Activities Registration and Activities Calendar
Student Activities Office
A336, extension 2243

Student Activity Cards
Business Office
A214, extension 2439, 2497

Student Clubs and Organizations
Student Activities Office
A336, extension 2242

Student Complaints/Grievances
Vice President of Student Affairs
A317, extension 2360

Student Government
Student Senate Office
A332, extension 2244 or Student Activities Office
A336, extension 2243

Telecourses
I112, extension 2430, 2550

Testing Information
Assessment and Testing Center
A148, extension 2541

Transcript of Your Credits
Registrar's Office
A213, extension 2503

Transfer from Another College
Student Development Faculty or Registrar's Office
A213, extension 2600
Service and Information Directory (Continued)

Transfer Scholarships
Financial Aid Office
A364, extension 2248

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

Tuition Refund Request
Registrar’s Office
A213, extension 2501

Tutoring Service
F132, extension 2539

Veterans’ Affairs
A364, extension 2254, 2387

Vocation or Job Selection
Harper Career/Life Planning Center
A347, extension 2220
Harper Placement Office
A347, extension 2720
Student Development Faculty in
Student Development Centers
A347, I117 and D142

Weekend College Services
C102, extension 2548

Withdrawal from College
Student Development Faculty in
Student Development Centers
A347, I117 and D142,
and Registrar’s Office
A213, extension 2502
Medical Withdrawal, Health Services
A362, extension 2340

Women’s Program
P124, extension 2560

Word Processing
A147, 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>Academic Enrichment and Language Studies</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>Admissions</td>
<td>2206</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>Adult Educational Development</td>
<td>2223</td>
<td>8:00 am to 8:30 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>10:00 am to 1:00 pm</td>
</tr>
<tr>
<td>Business Office</td>
<td>2439</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>BUS/SS Division</td>
<td>2311</td>
<td>8:00 am to 9:00 pm</td>
<td>8:00 am to 4:00 pm</td>
<td>8:00 am to 12:00 pm</td>
</tr>
<tr>
<td>CAD/CAM Center</td>
<td>2996</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 and Personal Development (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>(Monday-Wednesday) (Thursday-Friday)</td>
</tr>
<tr>
<td>Center for Students with Disabilities</td>
<td>2266</td>
<td>8:00 am to 4:30 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>Child Learning Center Office</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>8:00 am to 4:00 pm</td>
<td>8:00 am to 4:00 pm</td>
<td>Evenings, by appointment</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>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>English as a Second Language</td>
<td>2226</td>
<td>8:00 am to 9:00 pm</td>
<td>8:00 am to 4:30 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 (Alternate Saturdays)</td>
</tr>
<tr>
<td>Game Room</td>
<td></td>
<td>9:00 am to 8:00 pm</td>
<td>9:00 am to 2:00 pm</td>
<td></td>
</tr>
<tr>
<td>Health Service</td>
<td>2340</td>
<td>8:00 am to 9:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>Information Center</td>
<td>2292</td>
<td>7:30 am to 8:30 pm</td>
<td>7:30 am to 8:30 pm</td>
<td>8:30 am to 11:30 am</td>
</tr>
<tr>
<td>Institutional Research</td>
<td>2263</td>
<td>8:00 am to 11:00 pm</td>
<td>8:00 am to 11:00 pm</td>
<td></td>
</tr>
<tr>
<td>Learning Assistance Center</td>
<td>2715</td>
<td>8:00 am to 4:30 pm</td>
<td>8:00 am to 4:30 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>
</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>Library:</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>Media Desk</td>
<td></td>
<td></td>
<td></td>
<td>Sunday: 1:00-5:00 pm</td>
</tr>
<tr>
<td>Print</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</td>
</tr>
<tr>
<td>Circulation</td>
<td></td>
<td></td>
<td></td>
<td>Sunday: 1:00-5:00 pm</td>
</tr>
<tr>
<td>LS/HS Division</td>
<td>2523</td>
<td>8:00 am to 4:30 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>New Student Center</td>
<td>2208</td>
<td>8:00 am to 8:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td></td>
</tr>
<tr>
<td>(Student Development — F)</td>
<td></td>
<td>(Monday-Wednesday)</td>
<td>(Thursday, Friday)</td>
<td></td>
</tr>
<tr>
<td>Northeast Center</td>
<td>537-8660</td>
<td>8:00 am to 8:00 pm</td>
<td>8:00 am to 4:00 pm</td>
<td></td>
</tr>
<tr>
<td>Nursing Lab</td>
<td>2538</td>
<td>9:00 am to 5:00 pm</td>
<td>9:00 am to 5:00 pm</td>
<td>9:00 am to 1:00 pm</td>
</tr>
<tr>
<td>(Monday-Wednesday)</td>
<td></td>
<td></td>
<td></td>
<td>Wednesday</td>
</tr>
<tr>
<td>PEAR Division</td>
<td>2466</td>
<td>8:00 am to 8:30 pm</td>
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<tr>
<td>Placement Office</td>
<td>2720</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></td>
<td>(Thursday, Friday)</td>
<td></td>
</tr>
<tr>
<td>Registrar's Office</td>
<td>2502</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>
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<tr>
<td>Student Activities</td>
<td>2242</td>
<td>8:00 am to 4:30 pm</td>
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<tr>
<td>Student Development — D</td>
<td>2393</td>
<td>8:15 am to 4:30 pm</td>
<td>8:15 am to 4:30 pm</td>
<td></td>
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<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></td>
<td>(Thursday, Friday)</td>
<td></td>
</tr>
<tr>
<td>T M/P S Division</td>
<td>2374</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>
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<tr>
<td>Testing</td>
<td>2541</td>
<td>8:00 am to 8:00 pm</td>
<td>8:00 am to 4:30 pm</td>
<td>Special Arrangements</td>
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<tr>
<td>(By Appointment)</td>
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<td></td>
<td></td>
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<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. The Observatory (Building O) was privately funded.

<table>
<thead>
<tr>
<th>Buildings</th>
<th>Acceptance Dates</th>
<th>Values*</th>
<th>Gross Square Feet</th>
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</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></td>
<td>(B Addition accepted 1984)</td>
<td>356,000</td>
<td>9,200</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></td>
<td>(D Addition accepted 1974; Academic Computing Center accepted 1985)</td>
<td></td>
<td></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>M</td>
<td>1980</td>
<td>8,100,000</td>
<td>97,100</td>
</tr>
<tr>
<td>O (Observatory)</td>
<td>1990</td>
<td>45,000</td>
<td>784</td>
</tr>
<tr>
<td>P</td>
<td>1974</td>
<td>1,800,000</td>
<td>26,800</td>
</tr>
<tr>
<td>T</td>
<td>1973</td>
<td>407,000</td>
<td>6,000</td>
</tr>
<tr>
<td>U</td>
<td>1974</td>
<td>420,000</td>
<td>6,000</td>
</tr>
<tr>
<td>V (Includes two Greenhouses)</td>
<td>1975</td>
<td>375,000</td>
<td>12,000</td>
</tr>
<tr>
<td>Total:</td>
<td>16 buildings</td>
<td>$56,633,450</td>
<td>734,774</td>
</tr>
</tbody>
</table>

*Replacement cost estimate
William Rainey Harper College

Campus Directory

Building A, College Center
- Registrar
- Business Office
- Health Services
- Bookstore
- Board Room
- Assessment/Testing
- Career Center/Placement
- Financial Aid
- Student Activities

Building B
- Physical Plant
- Division Office
- Public Safety
- Shipping and Receiving

Building C
- Continuing Education and Program Services
- Division Office
- Admissions
- Art

Building D
- Life Science and Human Services Division Office
- Dental Hygiene Clinic
- Center for Students with Disabilities
- Student Development Center

Building E, Lecture-Demonstration Center

Building F, Learning Resources Center
- Academic Enrichment and Language Studies Division Office
- Learning Assistance Center
- Liberal Arts Division Office
- Library
- Media Services
- Center for New Students/Orientation

Building G, Vocational Technology Shops and Laboratories

Building H, Vocational Technology Shops and Laboratories
- Technology, Mathematics and Physical Sciences Division Office
- CAD/CAM Center

Building I, Business, Social Science and Vocational Education
- Child Care Center
- Student Development Center

Building J, Business, Social Science and Vocational Education
- Business and Social Science Division Office
- Theatre and Box Office

Building K, Physical Education, Athletics and Recreation
- Physical Education, Athletics and Recreation Division Office
- Human Performance/Cardiac Rehab Labs

Building L, Observatory

Building M, Physical Education, Athletics and Recreation
- Physical Education, Athletics and Recreation Division Office

Building N, Observers

Building O, Music
- Women's Center

Building P, Roads and Grounds Shop
- Park Management

Building Q, Art Studio

Building R, Park Management
- Greenhouses

Student Parking Lots 1 — 7, 9-12
Auxiliary Organizations
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.

1990-91
Harper College Educational Foundation Board of Directors

Officers:
Donald Barrington, President
Director, Human Resource Development
Northrop Corporation, DSD

David J. Berger, President-elect
President
Berger Enterprises, Inc.

R. James Harring, Immediate Past President
(Retired) Corporate Vice President
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Raymond F. Devery, Secretary
Executive Director
Educational Foundation
William Rainey Harper College

John A. Hug, Treasurer
Partner
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Norval Stephens Company
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United Airlines

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(Retired) Vice President  
ACCO International

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Dentist

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Pepper Construction Company

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(Retired) Superintendent  
Township High School District 211

Zachary D. Lazar III  
Second Vice President  
Northern Trust Bank/O'Hare

Gerald J. McConnell  
Chief Executive Officer  
MAN Roland, Inc.

Michael A. Phillips  
Rector  
St. Philip's Episcopal Church

Dudley A. Powell  
Assistant Vice President - Human Resources  
Allstate Business Insurance Division

James C. Riley  
President  
Suburban Bank of Rolling Meadows

Robert W. Rogers  
General Manager  
Hewlett Packard

Jerry Roseland  
Vice President - Director of Finance  
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William E. Simpson  
Treasurer/Secretary  
645 Electronic Distributors Group

T. Stephen Thompson  
President  
Amersham Corporation

Dan T. Thompson  
President  
Cooper Lighting

Donald D. Torisky  
Former President and CEO  
Transamerica Commercial Finance Corp.
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 the Director of Development and External Affairs 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.

1990-91
Friends of Harper Board of Directors

Officers:
Sam Oliver, President
Barrington
Judy Kating, Vice President
Rolling Meadows
Nancy Murtaugh, Secretary
Inverness
Donna Joy, Treasurer
Mt. Prospect

Directors:
Jeanette Muench
Women's Program Representative
Martha Loss
Co-Editor, Newsletter
Larry Moats
Liaison, Board of Trustees
Tom Rivera
Business and Industry Representative
Kathy Roach
Alumni Representative
Florence Sorokin
Senior Citizen Representative and Co-Editor, Newsletter
Rev. Michael Phillips
Liaison, Educational Foundation
Dr. Paul Thompson
President, Harper College

Directors-at-Large
Bonnie Campbell
Barrington Township
Don Torisky
Barrington Township
Patrick Hennelly
Algonquin Township
Jesslyn Nicklas
Palatine Township
Fred Barr
Palatine Township
Amy Fremgen
Palatine Township
Robert Serafin
Palatine Township
Betsy Armistead
Schaumburg Township
Noreen Burgeson
Schaumburg Township
Gerry Helizon
Schaumburg Township
Joyce Rodgers
Schaumburg Township
Judy Williams
Schaumburg Township
Sarah Born
Wheeling Township
Irvana Wilks
Wheeling Township

Grants/Special Events Specialist
Harper College