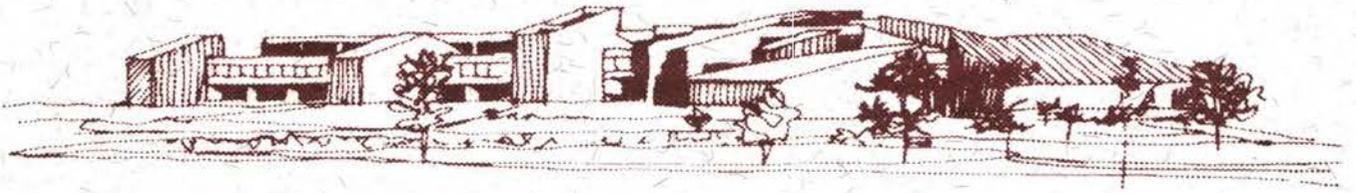


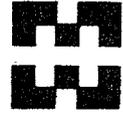
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# Harper College 1997



Profile

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**William Rainey Harper College**

January 1997

Dear Members of the Harper Community:

The 1997 *Profile* is designed to provide you with facts and figures about Harper College for your own information and to communicate to others.

The student population is served by 221 faculty, 75 professional/technical, 172 classified, 44 supervisory/confidential, 76 custodial and maintenance and 39 administrative staff. A part-time faculty of 600 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 and businesses of the district.

We hope that this publication will give you a good overview and answer many of your questions. If you have suggestions for improvement of this resource, please contact the Community Relations Department, 847/925-6279.

Sincerely,

A handwritten signature in cursive script that reads "Paul N. Thompson".

Paul N. Thompson  
President

# Profile of Harper College 1997

## Introductory Information

- 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 opened its doors to students in the fall of 1967.
- 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 511,000.
- The campus in Palatine has 18 buildings on a total area of 200 acres.
- The tuition rate is \$42 per credit hour.
- Fall enrollment is approximately 24,000 students.
- Approximately 30 percent of the annual high school graduates in the district who go on to college attend Harper.
- More than 450,000 different students have attended Harper since it was founded.
- Approximately 94 percent of the College faculty hold postgraduate degrees.
- The Harper College Learning Resources Center has 110,955 volumes, an additional 60,000 microforms and about 831 periodical titles. The media collection of 126,537 items consists of videotapes, films, audiotapes, slides, filmstrips and other formats. The library has a computerized, on-line catalog which can be accessed through strategically placed terminals on the first and second floors of the LRC. The Library also provides a CD Rom information network, which gives access to several subject indexes. 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 extension centers in Barrington, Buffalo Grove, Elk Grove Village, Hoffman Estates, Palatine and Prospect Heights. The Northeast Center in Prospect Heights is the largest of these centers.
- The College offers over 70 academic scholarships each year covering tuition and fees as well as various financial grants sponsored by individuals, organizations and companies in the area which range from \$100 to \$3,000.
- There are approximately 1800 personal computers and Macs at Harper College, supporting 25 administrative systems and more than 60 academic labs. Each academic lab uses at least one of the following operating systems: Windows 3.1, Windows '95, Windows NT, MAC/OS 7.5, DOS or UNIX. The current instructional software includes Microsoft Office, Eudora Pro (electronic mail) and Netscape (World Wide Web browser). The Harper network consists of approximately 230 miles of category five cables for the voice and network applications. Another 25 miles of coaxial cable is used for video distribution. Thirty-five miles of fiber optic cable is also used at the College.

**State Community  
College System**

# Introduction

William Rainey Harper College is a two-year public community college which was founded in 1965 and officially opened classes the fall of 1967. 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 and Manufacturing Center, business management seminars, cultural affairs, women's program, adult educational development, support services for students with disabilities 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 24,000 students of all ages participating in degree credit, continuing education and extension courses at the Harper campus or at other locations throughout the district.

The College has enrolled more than 450,000 students 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 completing the first two years of a bachelor's degree, developing a career, 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 the community, Harper College continues to be a dynamic institution, a community college in the truest sense of the term.

## Mission Statement

William Rainey Harper College is a comprehensive community college dedicated to providing excellent education at a reasonable cost, promoting personal growth, enriching the community and meeting the needs of a changing world.

In the broad range of its offerings, Harper College will

- educate students to assume an active, productive and meaningful role in a free and changing society.
- provide students with the knowledge and experiences required to develop a system of values and the ability to contend with difficult moral choices.
- encourage student success.
- enrich the cultural and economic life of the community.
- lead in individual and community development.
- enable the students to recognize the interrelationships of life, education and work.

## Board of Trustees (1996-97)

Barbara Barton

Sarah O'Reilly

Richard F. Gillette

Judith A. Hess

Kris Howard

Richard C. Kolze

Antoine Starek

Palatine

Arlington Heights

Tower Lakes

Palatine

Barrington

Palatine

Wheeling

# Illinois Community Colleges\*

Illinois community colleges comprise a dynamic system of 49 colleges whose 40 districts encompass the entire state of Illinois. While the individual community college districts vary in terms of demographics, resources and education priorities, their status as locally governed institutions allows them to address varying local needs uniquely. A major strength of the system is that colleges also work collaboratively to address regional and statewide needs in an effective and efficient manner.

Illinois community college students are diverse. Approximately 29 percent are minorities comprising nearly two-thirds of all minorities in public higher education. Nearly 10,000 persons with disabilities enroll in community colleges and 38,000 students with limited English proficiency are served annually. The average age of a community college student is 30. Seventy percent of community college students attend part-time, and many work while attending college.

## Vision Statement

It has been said, "Do not follow where the path may lead. Go instead where there is no path and leave a trail." The community college system must continue to be the educational system that "go(es) instead where there is no path and leave(s) a trail." It needs to stretch the minds of its faculty, administrators, trustees, presidents and students so that there is more room for acceptance and development of new ideas and knowledge.

Accordingly, the community college system envisions the community college as a place where:

teachers take pride in teaching, students take pride in learning and the focus is quality and excellence;

a passionate thirst for new knowledge is instilled, both in students and in staff;

society's values are shaped and revised, and leadership, integrity, self-discipline, self-motivation, humanity, dignity, pride and caring are purposefully taught and modeled;

the experiences of students are directed toward developing each of them as informed, responsible and contributing citizens and employees;

the responsibility for accountability is accepted eagerly;

expressions and manifestations of bigotry, prejudice and denigration of character are not tolerated;

no individual is considered to be inherently more important than another, and each is provided with an equal opportunity to achieve success;

actions are focused on interdependence, collaboration and inclusiveness - "community" in its broadest sense;

communities are assisted in identifying and solving problems such as substance abuse, crime, child abuse and a variety of conditions that undermine and destroy their very fiber; and

the boundaries of our communities are extended to countries around the world, and international interdependence is nurtured.

Guided by this vision and strengthened by this plan, the Illinois community college system, through its locally autonomous colleges, will provide our state and nation with their most productive supply of educated citizens.

\*Reprinted from general information published by the Illinois Community College Board.

## The Illinois Community College Board

The Illinois Community College Board consists of 11 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

College	District	Address	Telephone
Belleville Area College Joseph Cipfl, President	522	2500 Carlyle Road Belleville, IL 62221-5899	618/235-2700
Black Hawk College Judith Redwine, President	503	6600 34th Avenue Moline, IL 61265-5899	309/796-1311
Black Hawk College-East Charles Warthen, Vice President		1501 IL Hwy. 78 Kewanee, IL 61443-0489	309/852-5671
City Colleges of Chicago Ronald Temple, Chancellor	508	226 West Jackson Blvd. Chicago, IL 60606-6998	312/553-2500
Daley College Ted Martinez, Jr., President		7500 South Pulaski Road Chicago, IL 60652-1299	773/838-7500
Harold Washington College Nancy DeSombre, President		30 East Lake Street Chicago, IL 60601-2495	312/553-5600
Kennedy-King College Wayne Watson, President		6800 South Wentworth Avenue Chicago, IL 60621-3799	773/602-5000
Malcolm X College Zerrie Campbell, President		1900 West Van Buren Street Chicago, IL 60612-3197	773/852-7000
Olive-Harvey College Lawrence M. Cox, President		10001 South Woodlawn Avenue Chicago, IL 60628-1696	773/568-3700
Truman College Wallace Appelson, President		1145 West Wilson Avenue Chicago, IL 60640-5691	773/878-1700
Wright College Raymond LeFevour, President		4300 North Narraganset Chicago, IL 60634-4276	773/777-7900
Danville Area Community College Harry Braun, President	507	2000 East Main Street Danville, IL 61832-5199	217/443-1811
College of DuPage Michael T. Murphy, President	502	425 22nd Street Glen Ellyn, IL 60137-6599	630/942-2800
Elgin Community College Roy Flores, President	509	1700 Spartan Drive Elgin, IL 60123-7193	708/697-1000
William Rainey Harper College Paul Thompson, President	512	1200 West Algonquin Road Palatine, IL 60067-7398	847/925-6000
Heartland Community College Jonathan Astroth	540	1226 Towanda Avenue Bloomington, IL 61701	309/827-0500

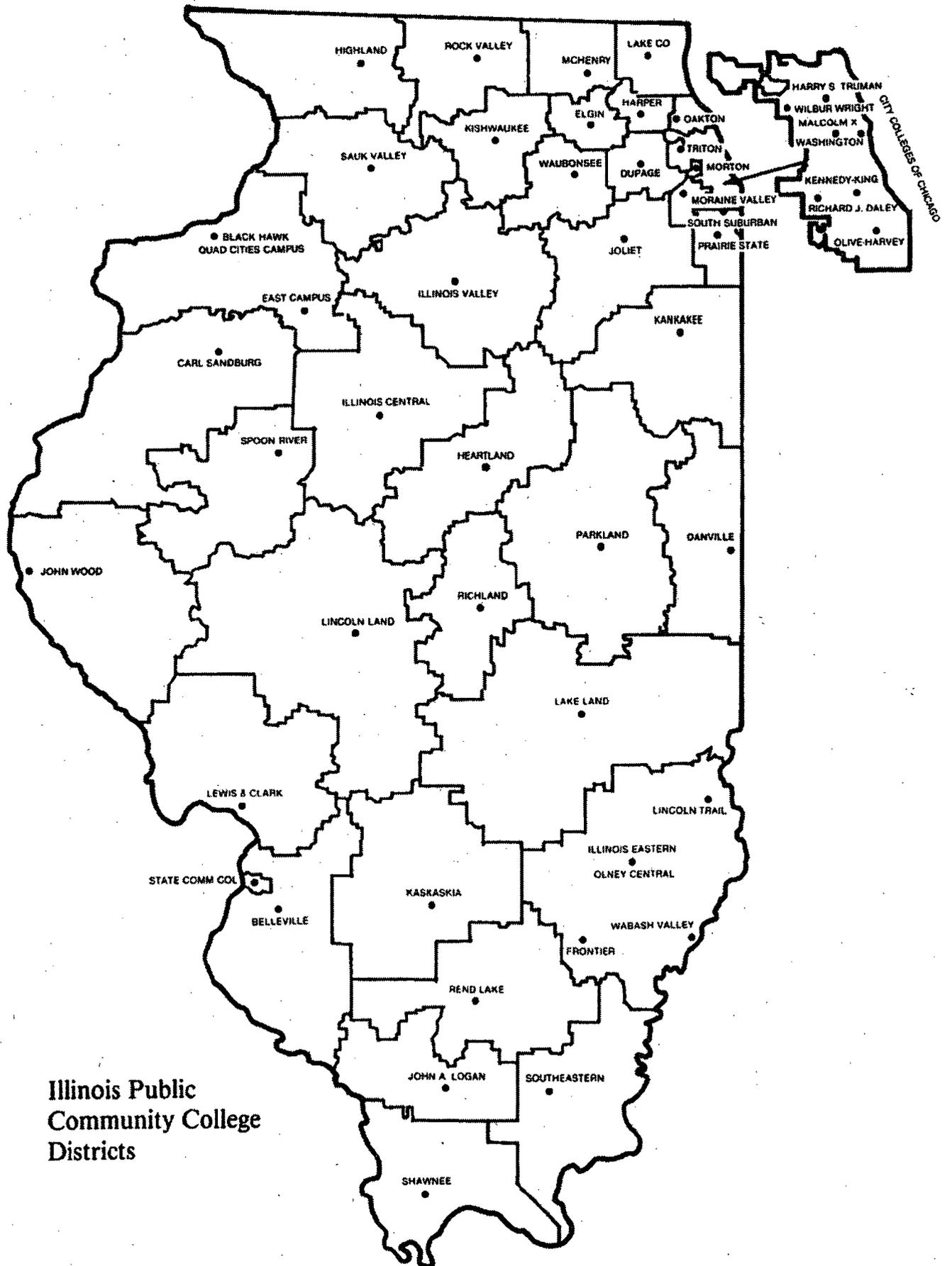
## Illinois Public Community Colleges (continued)

College	District	Address	Telephone
Highland Community College Ruth Mercedes Smith, President	519	2998 West Pearl City Road Freeport, IL 61032-9341	815/235-6121
Illinois Central College Thomas Thomas, President	514	One College Drive East Peoria, IL 61635-0001	309/694-5011
Illinois Eastern Community Colleges Terry Bruce, Chancellor	529	233 East Chestnut Street Olney, IL 62450-2298	618/393-2982
Frontier Community College William Lex, President		Frontier Drive Fairfield, IL 62837-9701	618/842-3711
Lincoln Trail College John Arabatgis, Interim President		11220 State Highway I Robinson, IL 62454-9524	618/544-5707
Olney Central College Hans Andrews, President		305 North West Street Olney, IL 62450-1099	618/395-4351
Wabash Valley College Harry Benson, President		2200 College Drive Mt. Carmel, IL 62863-2699	618/262-8641
Illinois Valley Community College M. Jean Goodnow, President	513	815 N. Orlando Smith Ave. Oglesby, IL 61348-1099	815/224-2720
Joliet Junior College Thomas Gamble, President	525	1215 Houbolt Avenue Joliet, IL 60436-9352	815/729-9020
Kankakee Community College Larry Huffman, President	520	P.O. Box 888, River Road Kankakee, IL 60901-0888	815/933-0345
Kaskaskia College Alice Mumaw Jacobs, President	501	27210 College Road Centralia, IL 62801-9285	618/532-1981
Kishwaukee College Norman Jenkins, President	523	21193 Malta Road Malta, IL 60150-9506	815/825-2086
College of Lake County Gretchen Naff, President	532	19351 West Washington Street Grayslake, IL 60030-1198	847/223-6601
Lake Land College Robert Luther, President	517	5001 Lake Land Blvd. Mattoon, IL 61938-9366	217/234-5253
Lewis & Clark Community College Dale Chapman, President	536	5800 Godfrey Road Godfrey, IL 62035-2466	618/466-3411
Lincoln Land Community College Norman Stephens, President	526	Shepherd Road Springfield, IL 62794-9256	217/786-2200
John A. Logan College Ray Hancock, President	530	Route 2 Carterville, IL 62918-9599	618/985-3741
McHenry County College Robert Bartlett, President	528	8900 U.S. Highway 14 Crystal Lake, IL 60012-2796	815/455-3700

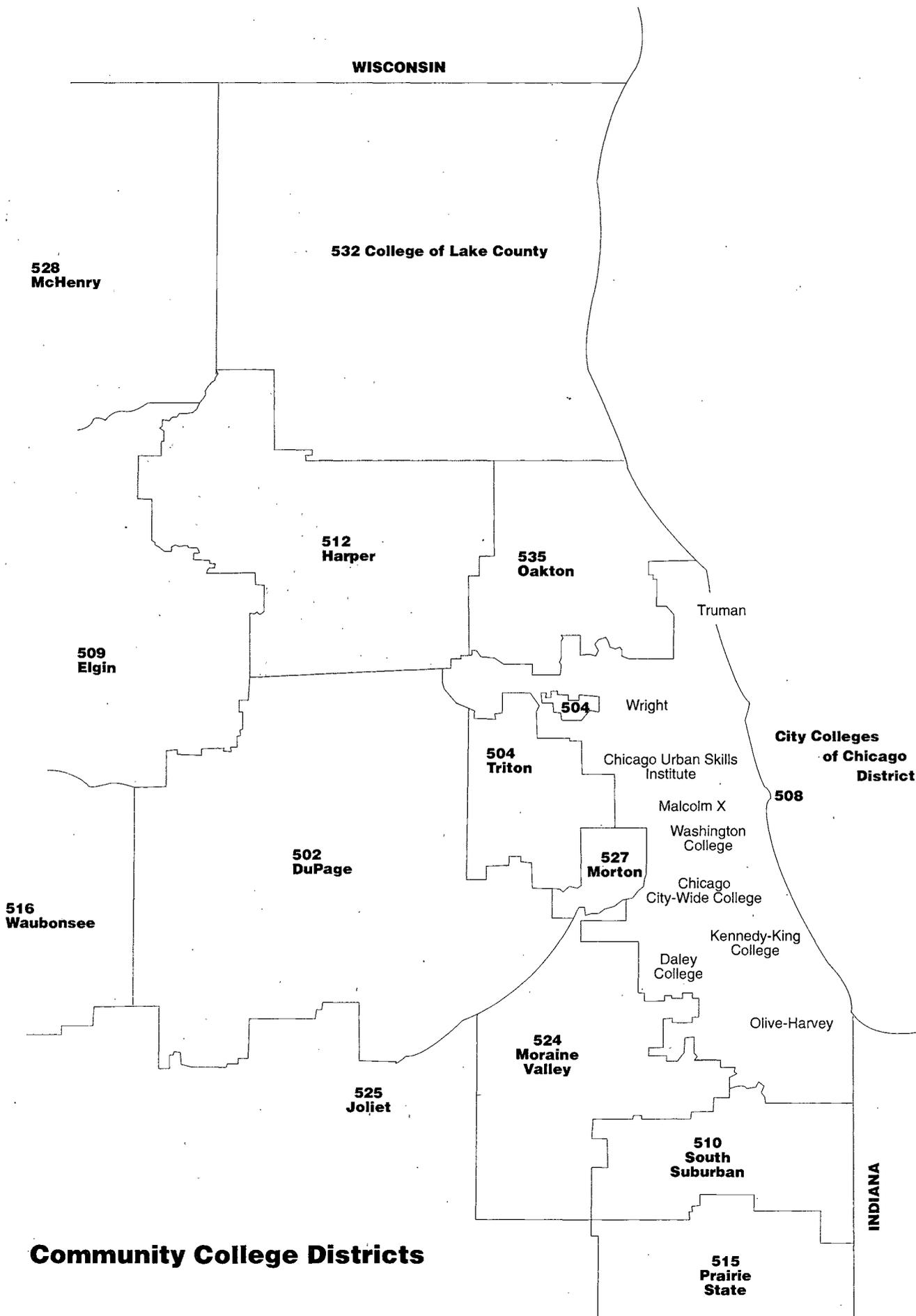
## Illinois Public Community Colleges (continued)

College	District	Address	Telephone
Metropolitan Community College Janet Finch, President	601	601 James R. Thompson Blvd. East St. Louis, IL 62201-1101	618/482-2020
Moraine Valley Community College Vernon Crawley, President	524	10900 South 88th Avenue Palos Hills, IL 60465-0937	708/974-4300
Morton College John Neuhaus, President	527	3801 South Central Avenue Cicero, IL 60650-4398	708/656-8000
Oakton Community College Margaret Lee, President	535	1600 East Golf Road Des Plaines, IL 60016-1258	847/635-1600
Parkland College Zelema Harris, President	505	2400 West Bradley Avenue Champaign, IL 61821-1899	217/351-2200
Prairie State College E. Timothy Lightfield, President	515	202 South Halsted Street Chicago Heights, IL 60411-1275	708/756-3110
Rend Lake College Mark Kern, President	521	Route 1 Ina, IL 62846-9740	618/437-5321
Richland Community College Charles R. Novak, President	537	One College Park Decatur, IL 62521-2188	217/875-7211
Rock Valley College Karl Jacobs, President	511	3301 North Mulford Road Rockford, IL 61111-5699	815/654-4250
Carl Sandburg College Donald Crist, President	518	2232 South Lake Storey Road Galesburg, IL 61401-9576	309/344-2518
Sauk Valley College Richard Behrendt, President	506	173 Illinois Route 2 Dixon, IL 61021-9110	815/288-5511
Shawnee College Terry Ludwig, President	531	Rural Route 1, Box 53 Ullin, IL 62992-9725	618/634-2242
South Suburban College of Cook County Robert Marshall, Acting President	510	15800 South State Street South Holland, IL 60473-1262	708/596-2000
Southeastern Illinois College Ben Cullers, Interim President	533	3575 College Road Harrisburg, IL 62946-9477	618/252-6376
Spoon River College Keith Miller, President	534	Rural Route 1 Canton, IL 61520-9801	309/647-4645
Triton College George Jorndt, President	504	2000 Fifth Avenue River Grove, IL 60171-1995	708/456-0300
Waubonsee Community College John Swalec, President	516	Illinois Route 47 at Harter Road Sugar Grove, IL 60554-9799	708/466-4811
John Wood Community College John Letts, Interim President	539	150 South 48th Street Quincy, IL 62301-9147	217/224-6500

# Maps



**Illinois Public  
Community College  
Districts**

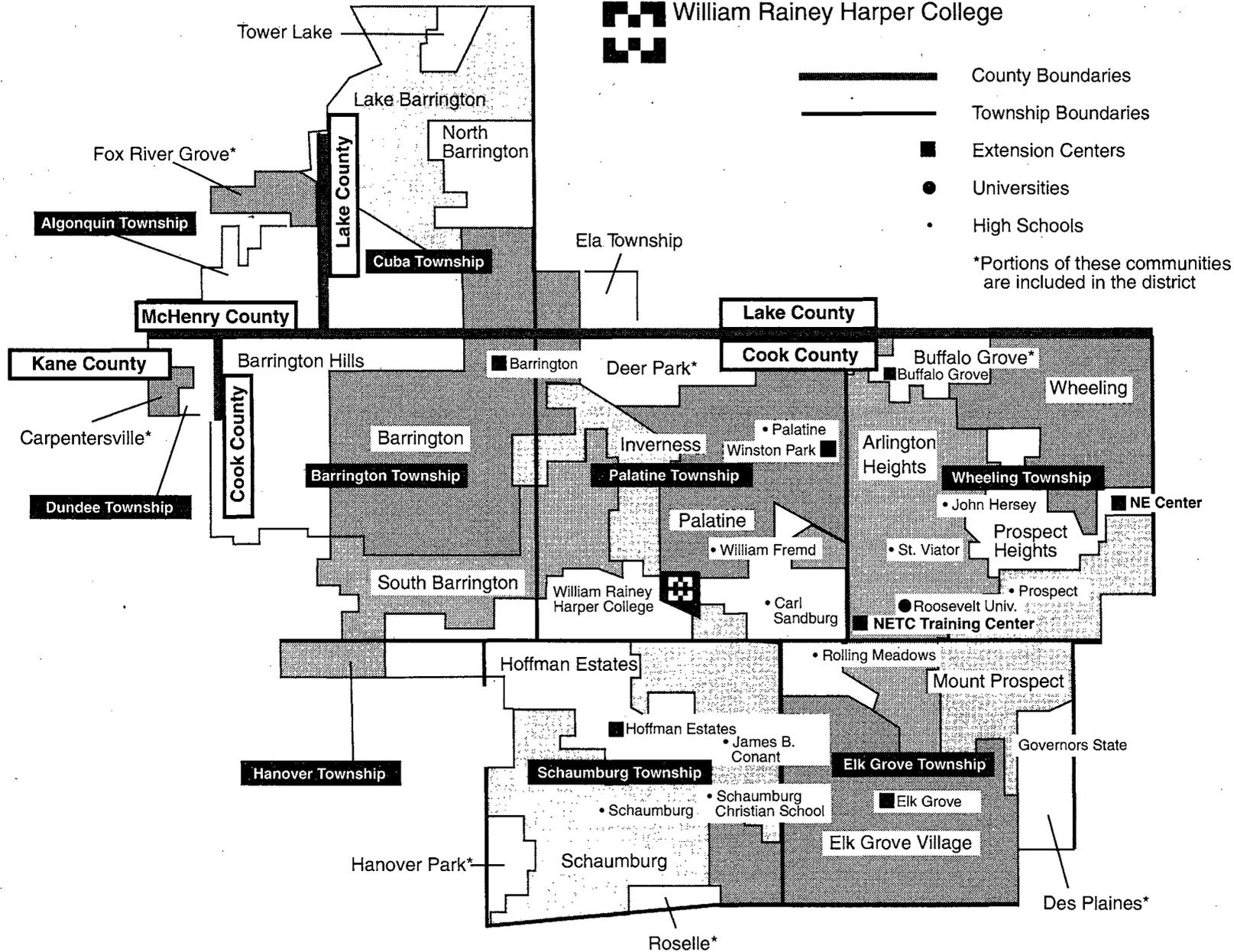


**Community College Districts**

# Community College District 512



William Rainey Harper College



**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: 511,000**

# **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	Foreign Languages
Biological Sciences	Health Education
Business Administration	Liberal Arts
Communications	Music
Computer Science	Physical Education
Education	Science and Mathematics
Engineering	Social Science
Engineering 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 Associate	Computer Information Systems— Midrange <sup>1</sup>
Accounting Clerk <sup>1</sup>	Computer Information Systems— Technology
Accounting—Payroll, State and Local Taxes <sup>1</sup>	Criminal Justice
Administrative Assistant <sup>1</sup>	Culinary Arts <sup>1</sup>
Advertising Design and Illustration*	Dental Assisting*
Agri-Business Service and Supply*	Dental Hygiene <sup>2</sup>
Agricultural Business Technology*	Dietary Manager <sup>1</sup>
Architectural Technology <sup>3</sup>	Diesel Technology*
Auto Body Repair and Painting*	Dietetic Technician* <sup>2</sup>
Automation Skills <sup>1</sup>	Digital Electronics and Microprocessor Technology
Automotive Service Excellence*	Early Childhood Education <sup>2</sup>
Automotive Technology*	Early Childhood Certificates: Before/After School Care
Aviation Maintenance Technology*	Early Childhood Administrator
Aviation Professional Pilot*	Early Childhood Education Assistant Teacher
Banking and Finance <sup>1</sup>	Early Childhood Education Teacher
Basic Addiction Counseling*	Family Child Care
Biomedical Electronics Technology*	Infant/Toddler
Bread and Pastry Arts <sup>1</sup>	Special Education Paraprofessional
Building Codes and Enforcement <sup>1</sup>	Electrical Maintenance
Building Construction Technology*	Electrocardiograph Technician
CAD Technician <sup>1</sup>	Electronic Servicing*
CAM*	Electronic Technology
Cardiac Technology <sup>2</sup>	Electronics Management <sup>4</sup>
Certified Professional Secretary <sup>1</sup>	EKG Technician <sup>1</sup>
Chemical Technology*	Executive Secretarial Development
Bio-Tech Option	Facilities Operation and Engineering*
Chemi-Tech Option	Fashion Design
Child and Youth Advocacy*	Fashion Merchandising <sup>2</sup>
Civil Technology*	Financial Management <sup>2</sup>
Clinical Laboratory Technology*	Fire Science Technology
CNC Technician <sup>1</sup>	Food Manufacturing Technology*
Commercial Credit Management	General Office Assistant <sup>1</sup>
Communication Arts and Sciences*	Gerontology*
Computer Information Systems—C Programming <sup>1</sup>	
Computer Information Systems— Computer Operator <sup>1</sup>	
Computer Information Systems— Microcomputers in Business	

## Career Programs (continued)

Graphic Arts and Design\*  
 Health Insurance Coder<sup>1</sup>  
 Health Information Technology\*  
 Hospitality Management  
 Human Resource Management<sup>1</sup>  
 Human Services Technology\*  
 Industrial Maintenance and Repair\*  
 Industrial Supervision Technology\*  
 Industrial Work Management\*  
 Insurance  
 Interior Design<sup>2</sup>  
 International Business  
 Investment Economics and Analysis\*  
 Journalism<sup>2</sup>  
 Journalism Certificates:  
     Media Design  
     Media Writing  
     Media Writing and Design  
 Laser Electro-Optic\*  
 Legal Secretary  
 Legal Technology  
 Library/Media Technology\*  
 Machine Tool, Career Advanced Program\*  
 Machine Tool Operation\*  
 Machine Tool Technology\*  
 Machine Repair Specialist\*  
 Machinist<sup>1</sup>  
 Magnetic Resonance Imaging\*  
 Manufacturing Technology<sup>2</sup>  
 Marketing<sup>2</sup>  
 Materials/Logistics Management  
 Mechanical Drafting<sup>1</sup>  
 Mechanical Engineering Technology<sup>2</sup>  
 Medical Laboratory Technology\*  
 Medical Office Assistant  
 Medical/Dental Secretary  
 Medical Records Technology\*  
 Medical Transcriptionist<sup>1</sup>  
 Mental Health Generalist\*  
 Nuclear Medicine\*  
 Nursing<sup>2</sup>  
 Occupational Therapy Assistant\*  
 Ophthalmic Technician\*  
 Park and Grounds Operation Management<sup>2</sup>  
 Park and Grounds Certificates:  
     Arboriculture  
     Golf Course Management  
     Grounds Equipment Operator  
     Nursery Operations  
     Turfgrass Management  
 Pharmacy Technician<sup>1</sup>  
 Phlebotomy Technician<sup>1</sup>  
 Photo Offset\*

Photography\*  
 Physical Therapy Assistant\*  
 Plant Science Technology<sup>2</sup>  
 Plant Science Certificates:  
     Floral Design  
     Garden Center Operations  
     Greenhouse Operations  
     Grounds Maintenance  
     Landscape Design  
     Master Floral Design  
     Pesticide Applicator  
     Plant Propagation  
 Plastics Processing and Fabricating\*  
 Plastics Technology\*  
 Practical Nursing<sup>1</sup>  
 Production Engineering Technician<sup>1</sup>  
 Production Welding<sup>1</sup>  
 Quality Assurance<sup>1</sup>  
 Radiologic Technology\*  
 Real Estate<sup>2</sup>  
 Real Estate Appraisal<sup>1</sup>  
 Real Estate Business Ownership<sup>1</sup>  
 Real Estate Investment<sup>1</sup>  
 Real Estate License Preparation<sup>1</sup>  
 Refrigeration and Air Conditioning  
 Refrigeration and Air Conditioning Certificates:  
     Heating Service  
     Refrigeration Service  
     Refrigeration and Air Conditioning Service  
     Residential Comfort Systems  
 Registered Nurse Refresher\*  
 Rehabilitation Nursing\*  
 Respiratory Therapy Technician\*  
 Retail Merchandising<sup>1</sup>  
 Sales Management and Development<sup>1</sup>  
 Secretarial  
 Sign Language Interpreting  
 Small Business Management  
 Small Business Specialist\*  
 Substance Abuse\*  
 Supermarket Management\*  
 Supervisory and Administrative Management  
 Surgical Technology\*  
 Technical Communications\*  
 Tool and Mold Maker\*  
 Travel and Tourism\*  
 Travel and Transportation\*  
 Truck Driving\*  
 Truck Driving Owner/Operator\*  
 Water/Wastewater\*  
 Welding\*  
 Welding/Advanced\*  
 Word Processing Specialist<sup>1</sup>

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

<sup>1</sup>Certificate program only

<sup>2</sup>Associate degree program only

<sup>3</sup>A bachelor of science degree is offered through a cooperative agreement with Bradley University.

<sup>4</sup>A bachelor of science degree is offered through a cooperative agreement with Southern Illinois University.

# Continuing Education Programs

Continuing Education programs 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 cover management training, technical training, psychological and health education needs as well as fine arts, industrial arts, home economics, horticulture and a variety of academic courses.

Each academic division offers related Continuing Education courses. The Office of Continuing Education provides an Information Specialist to answer Continuing Education questions on the main campus, as well as those related to extension sites. Call 847/925-6591.

## Continuing Education

### **Academic Enrichment and Language Studies Division**

Academic Skills Review  
Adjunct Faculty Development  
Test Review—Academic (ACT & SAT)

### **Business and Social Science Division**

B.A.S.S.E.T. Training/Alcohol Awareness  
Certified Financial Planning  
Hospitality/Culinary  
Insurance  
Office Careers  
Parenting (Psychology Topics)  
Personal Finance  
Real Estate  
Social Science  
Test Reviews — LSAT/GMAT/GRE  
Travel Academy  
Video Production

### **Liberal Arts Division**

Crafts and Skills  
Cultural Awareness  
Decorating and Fashion  
Fine Arts  
Home and Family  
Languages  
P.E.A.K. (Program for Energetic and Ambitious Kids)  
Photography  
Travel and Tours  
Writing and Literature

### **Life Science and Human Services Division**

Administrative Health Professionals  
Allied Health Care Professional  
Animal/Pet Health Care  
Cardiopulmonary Resuscitation  
Care of the Disabled

### **C.E. Programs for C.N.A.s**

Child Care  
Cosmetology  
Criminal Justice  
Dental Hygiene  
Dietetic Technician  
Floral  
Landscape and Garden  
Medical Office Assistant  
Nature and Biology  
Nursing  
Older Adults  
Personal/Family Health Management  
Vehicle, Home and Engine Maintenance

### **Office of Continuing Education**

Administrative Functions  
C.E. Information Specialist  
Information Center  
Support Services for C.E. Departments  
Weekend College

### **Student Development Division**

Career Transitions  
Women's Program  
Personal, Career and Academic Counseling  
for Displaced Homemakers, Single Parents,  
and People Interested in Non-Traditional  
Careers  
Personal Growth Topics  
Professional and Business Topics  
Single Parent and Divorce Issues  
Women's History Week

## Continuing Education (continued)

### **Technology, Math and Physical Sciences Division**

Construction  
Electronics/Electricity  
Machining  
Quality  
Safety  
CE-TMPS Science and Technology  
Manufacturing  
Star Lab/Sciences Programs

### **Wellness and Human Performance**

Aerobics  
Dance  
Fitness Center  
Human Performance Laboratory  
Lifeguard Training  
Martial Arts  
Nutrition Resource Center  
Outdoor Adventures/Tours  
Physical Fitness  
Relaxation Methods  
Sports  
Sports Camps  
Swimming/Diving

### **Workforce and Professional Development**

Computer Training  
Corporate Services  
High School Cooperative  
Institute for Supervisory/Management Development  
International Trade  
Material Management  
Microsoft NT  
Novell  
Paralegal Updates  
Real Estate  
Sales Training  
Small Business Development  
UNIX Technologies  
CAD  
Volunteer Management  
Workforce ESL and Basic Skills

# Disciplines and Programs by Division

## Academic Enrichment and Language Studies

Adult Educational Development  
English as a Second Language  
Learning Assistance Center  
    College Learning Skills  
    English (Developmental)  
    Reading  
Linguistics  
Sign Language Studies  
Sign Language Interpreting  
Student Success Services  
Tutoring Center  
Writing Center  
Continuing Education Programs

## Business and Social Science

Accounting Associate  
Accounting Clerk  
Accounting—Payroll, State and Local Taxes  
Administrative Assistant  
Anthropology  
Banking and Finance  
Bread and Pastry Arts  
Business Administration  
Certified Professional Secretary  
Commercial Credit Management  
Computer Information Systems—C Programming  
Computer Information Systems—Computer Operator  
Computer Information Systems—Microcomputers in  
    Business  
Computer Information Systems—Midrange  
Computer Information Systems—Technology  
Culinary Arts  
Economics  
Education  
Executive Secretarial Development  
Financial Institution Management  
Financial Management  
General Office Assistant  
Geography  
History  
Hospitality Management  
Human Resource Management  
Insurance  
International Business  
Journalism  
Legal Secretary  
Legal Technology  
Marketing  
Materials/Logistics Management  
Political Science  
Psychology  
Real Estate  
Real Estate License Preparation  
Retail Merchandising  
Sales Management and Development  
Secretarial and General Office  
Small Business Management  
Social Science  
Supervisory and Administrative Management  
Word Processing Specialist  
Continuing Education Programs

## Liberal Arts

Art  
English  
Fashion Design  
Fashion Merchandising  
Fine Arts  
French  
German  
Humanities  
Interior Design  
Japanese  
Literature  
Music  
Music Academy  
Philosophy  
Spanish  
Speech  
Theatre  
Continuing Education Programs

## Life Science and Human Services

Biology  
Certified Nursing Assistant  
Criminal Justice  
Dental Hygiene  
Dietetic Technician  
Early Childhood Education  
Early Childhood Certificates:  
    Before/After School Care  
    Early Childhood Administrator  
    Early Childhood Education Assistant Teacher  
    Early Childhood Education Teacher  
    Infant/Toddler  
    Special Education Paraprofessional  
Health Insurance Coder  
Industrial and Retail Security  
Medical Office Assistant  
Medical/Dental Secretary  
Medical Transcriptionist  
Nursing  
    Practical and Associate Degree (RN)  
Park and Grounds Operations Management  
Park and Grounds Certificates:  
    Arboriculture  
    Golf Course Management  
    Grounds Equipment Operator  
    Nursery Operations  
    Turfgrass Management  
Pharmacy Technician  
Plant Science Technology  
Plant Science Certificates:  
    Floral Design  
    Garden Center Operations  
    Greenhouse Operations  
    Grounds Maintenance  
    Landscape Design  
    Master Floral Design  
    Pesticide Applicator  
    Plant Propagation  
Continuing Education Programs

## Disciplines and Programs by Division (continued)

### **Student Development**

Academic Advising and Counseling  
Assessment Center  
Athletic Advising  
Career Center  
Career Development  
Center for New Students  
Center for Students with Disabilities  
Community Counseling  
Continuing Education Coursework  
Cooperative Education  
Humanistic Psychology  
Minority Transfer Center  
Multicultural Affairs  
Orientation  
Personal Counseling  
Women's Program

### **Technology, Mathematics and Physical Sciences**

Architectural Technology  
Astronomy  
Automation Skills  
Building Codes and Enforcement  
CAD Technician  
Chemistry  
CNC Technician  
Computer Science  
Digital Electronics and Microprocessor Technology  
Electrical Maintenance  
Electronics Technology  
Engineering  
Engineering Science  
Fire Science Technology  
Geology  
Machinist  
Manufacturing Technology  
Mathematics  
Mathematics Lab  
Mechanical Drafting  
Mechanical Engineering Technology  
Physical Science  
Physics  
Production Engineering Technician  
Production Welding  
Quality Assurance  
Refrigeration and Air Conditioning  
Refrigeration and Air Conditioning Certificates:  
    Heating Services  
    Refrigeration and Air Conditioning Services  
    Refrigeration Service  
    Residential Comfort Systems  
Science and Mathematics Transfer

### **Wellness and Human Performance**

Athletic Training  
Cardiac Technology  
Health Education  
Personal Training  
Physical Education  
Continuing Education Programs

# Students

# Facts about Harper Students

- The average age of Harper students is 33.
- Sixty-one percent of the students are women.
- Sixty-one percent of degree credit Harper students work full time while attending Harper, many of them in semi-professional or technical positions.
- Eighteen percent of Harper's degree credit students have a bachelor's degree or higher; in continuing education, 46 percent have already achieved a bachelor's degree or higher.
- Approximately one in three high school graduates in the district attend Harper within three years of leaving high school.
- Sixty-one 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 43 percent will achieve a bachelor's degree.
- About one out of three full-time students will complete an associate degree at Harper.
- The average income of degree credit students who are independent is about \$38,000, the average income of parents of dependent students is \$65,000, and the average income of continuing education students is \$57,000.
- Fifty-eight percent of the jobs career alumni hold are closely related to their major field at Harper.
- Sixty-eight percent of Harper career alumni are working within the district, and only five and one half percent are working close to the Chicago Loop.
- More than two-thirds of Harper's degree credit students are part-time students.
- 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.

# Harper Student Profile

	1990	1991	1992	1993	1994	1995***
<b>Percent Distribution by Enrollment*</b>						
Baccalaureate	36.7	36.9	36.9	39.6	38.8	
Occupational/Vocational	21.7	22.2	23.4	25.5	25.0	
General Studies	4.3	4.6	3.1	-0-	-0-	
Developmental	10.8	10.4	10.2	6.4	7.0	
Credit Free	27.1	25.9	26.4	28.5	29.2	
<b>Percent Distribution by Sex*</b>						
Male	37.4	37.3	38.2	39.9	38.8	
Female	62.6	62.7	61.8	60.1	61.2	
<b>Percent Distribution by Classload*</b>						
Full-time	17.9	17.0	17.8	19.9	19.3	
Part-time	82.1	83.0	82.2	80.1	80.7	
<b>Percent Distribution by Age*</b>						
19 and below	17.8	15.8	15.9	15.3	18.4	
20-21	10.0	10.2	9.8	11.2	9.9	
22-25	12.8	13.1	13.8	14.7	13.4	
26-35	25.6	25.4	25.0	25.2	23.6	
36-45	16.6	17.0	17.2	16.3	17.0	
46-55	9.4	9.5	9.7	9.3	10.8	
Over 55	7.8	9.0	8.6	8.0	6.9	
<b>Percent Distribution by Ethnic Description</b>						
Asian		5.9	7.2	5.8	7.5	
Native American		.2	.3	.2	.2	
Black		1.7	2.0	1.8	2.0	
Hispanic		8.9	11.9	11.7	8.9	
White		82.5	78.2	79.0	80.8	
Foreign		.8	.4	1.5	.6	
<b>Percent with Bachelor's Degree or Higher Prior to Enrolling at Harper**</b>						
	10.3	14.4	18.9	18.2	16.6	
<b>Percent Employed Full Time**</b>						
	62.9	59.8	59.8	61.3	57.2	
<b>Percent Employed as Manager, Executive, or Professional**</b>						
	10.8	14.9	13.8	19.6	18.3	

\* Includes all students

\*\* Credit students

\*\*\* Information not available

# Enrollment

## Comparison of 1992, 1993 and 1994 Fall Enrollments by Division

Division or Organizational Unit	Full-Time Equivalent (FTE) <sup>1</sup>			
	1992	1993	1994	1995*
Academic Enrichment and Language Studies	1083.5	1015.7	979.0	
Business and Social Science	2891.2	2750.6	2568.6	
Technology, Math and Physical Sciences	1593.8	1567.0	1523.8	
Liberal Arts	2083.4	2008.8	1965.1	
Life Science and Human Services	1094.6	1064.1	1100.0	
Student Development (includes Women's Program)	76.5	99.1	95.4	
Wellness and Human Performance	355.9	353.2	352.9	
Workforce and Professional Development and Community Services	<u>26.6</u>	<u>41.0</u>	<u>152.4</u>	
Totals	9205.5	8899.5	8670.2	

\*Information not available

## Student-Faculty Ratio

Fall Credit	FTE Students	FTE Faculty	Ratio
1988	7833	348.2	22.50
1989	8091	360.1	22.47
1990	7915	366.7	21.58
1991	8312	387.5	21.45
1992	8489	397.1	21.38
1993	8221	386.6	21.26
1994	8006	381.4	20.99
1995	7724	374.75	20.61

## Transfer and Career Program Enrollment by Divisions

	Transfer (FTE)			Career (FTE)		
	Fall 1993	Fall 1994	Fall 1995	Fall 1993	Fall 1994	Fall 1995
Academic Enrichment and Language Studies	135.6	111.6	112.4	102.9	108.9	100.5
Business and Social Science	1982.2	1847.3	1693.1	611.3	606.5	611.5
Technology, Math and Physical Sciences	1134.0	868.0	845.8	204.8	208.0	218.7
Liberal Arts	1791.4	1743.6	1658.9	115.9	109.1	109.5
Life Science and Human Services	493.5	474.1	476.0	463.7	496.5	461.2
Student Development	83.5	81.2	76.3	1.5	0	0
Wellness and Human Performance	156.8	149.2	148.9	21.0	20.9	23.6

<sup>1</sup>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.

# 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 \$42 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 1996-97, tuition revenue is expected to be \$11,087,149 which represents 22.33 percent of Harper College's total 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 1996-97, the anticipated revenue from local taxes is \$27,380,159 which represents 55.15 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/Developmental, Adult Basic Education and General Studies. The College also receives money for grants to fund programs for disadvantaged students on a credit hour basis.

For 1996-97, state apportionment totals \$6,605,786 which represents 13.31 percent of Harper 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 1996-97, the total revenue from these sources is \$4,574,754 which represents 9.21 percent of Harper College's total operating fund 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**

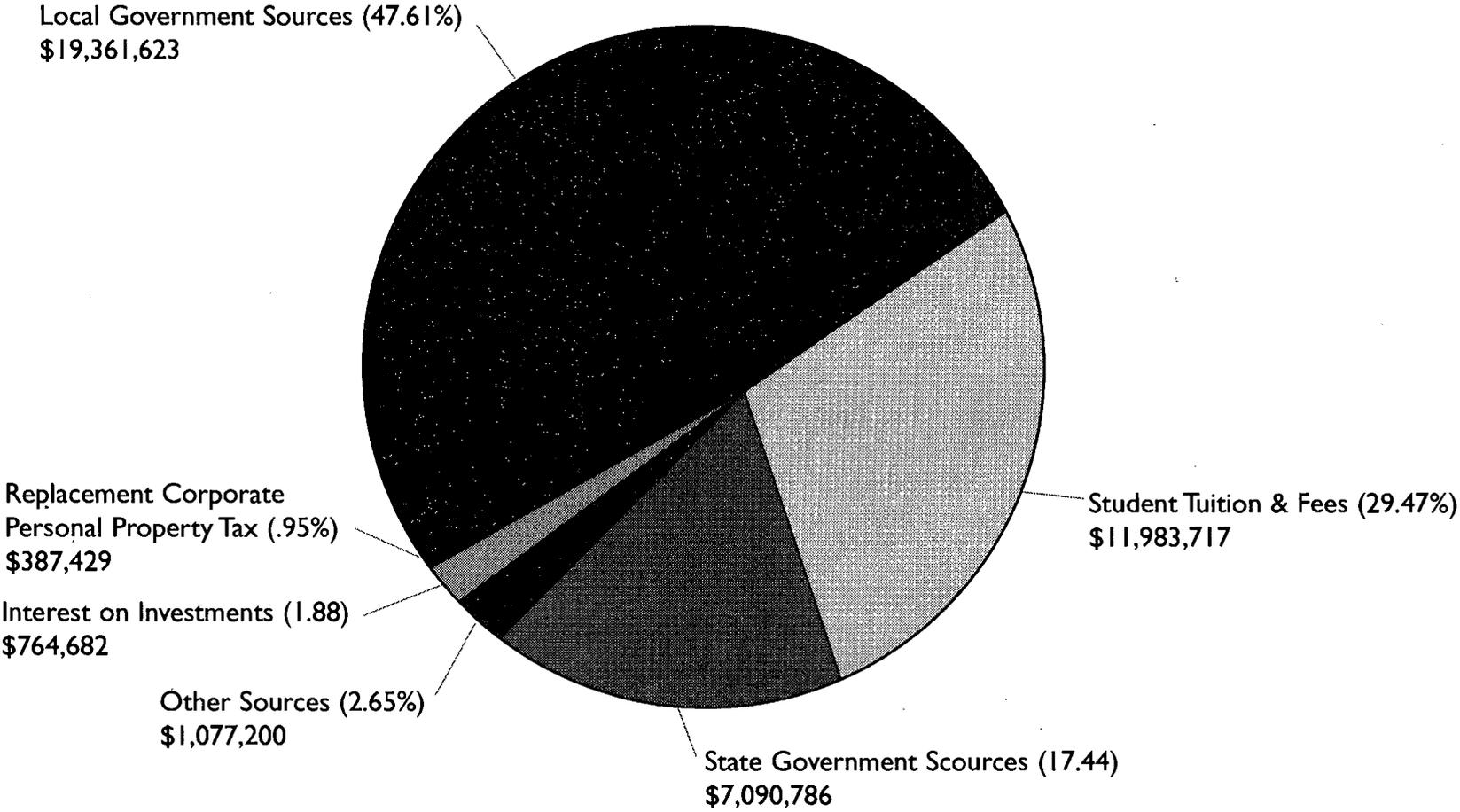
One of the cornerstones of William Rainey Harper College's philosophy is the commitment to involve faculty and students in the development and operation of the College. The sharing of authority requires a commensurate sharing of responsibility by the individuals or groups involved. The advisory role of the faculty and students is limited only by the ability of these groups to analyze problems and present recommendations to the 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 an outstanding community college.

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

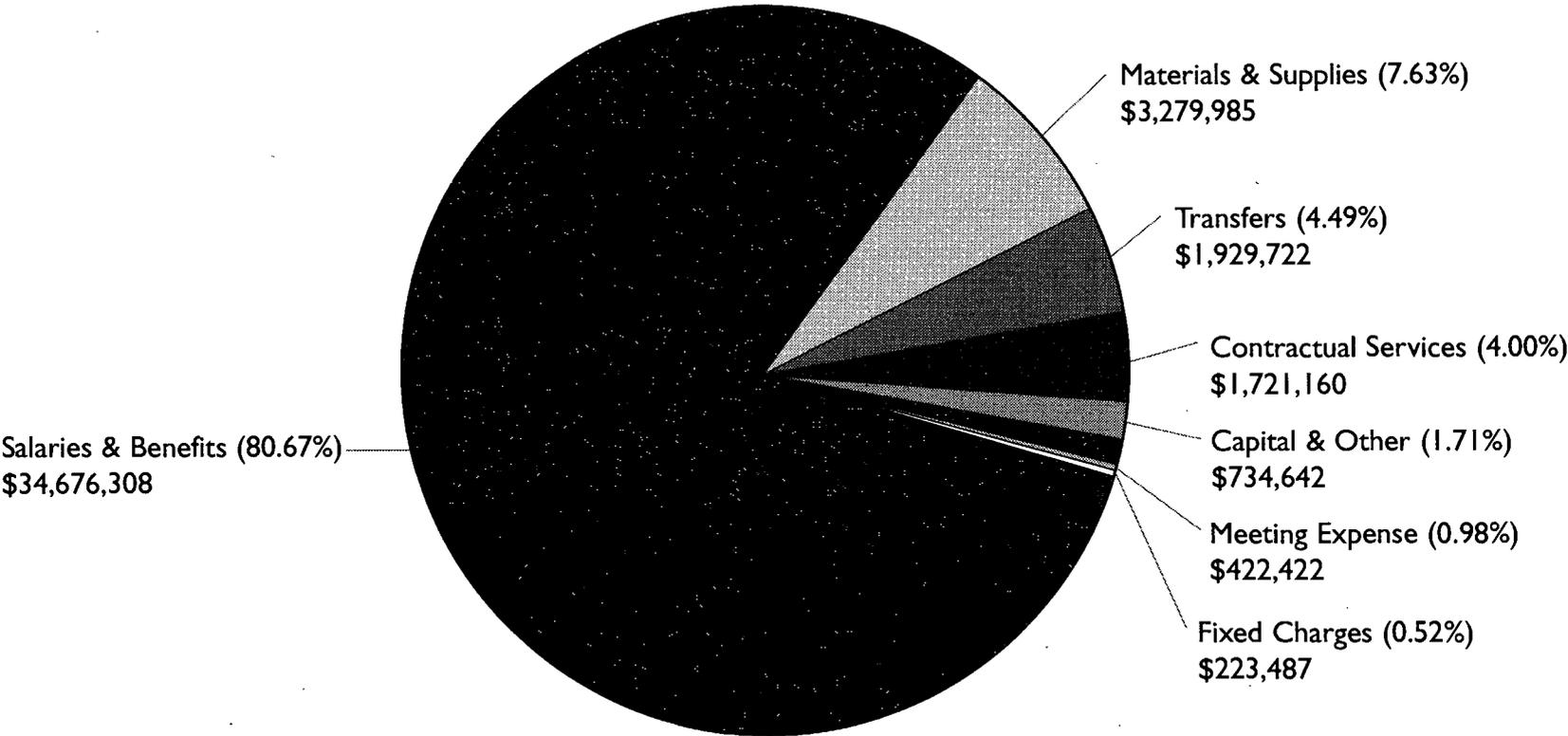
1. The final authority for the adoption of the budget rests with the Board of Trustees and is based upon the recommendation of the President.
2. The President, in consultation with the four vice presidents, is responsible for balancing expenditures for programs within the framework of the budget, based 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 the individual cost centers must receive approval through organizational lines of authority.
6. All expenditures must conform to the policies of the Board of Trustees.

# Education Fund Budget 1996-97

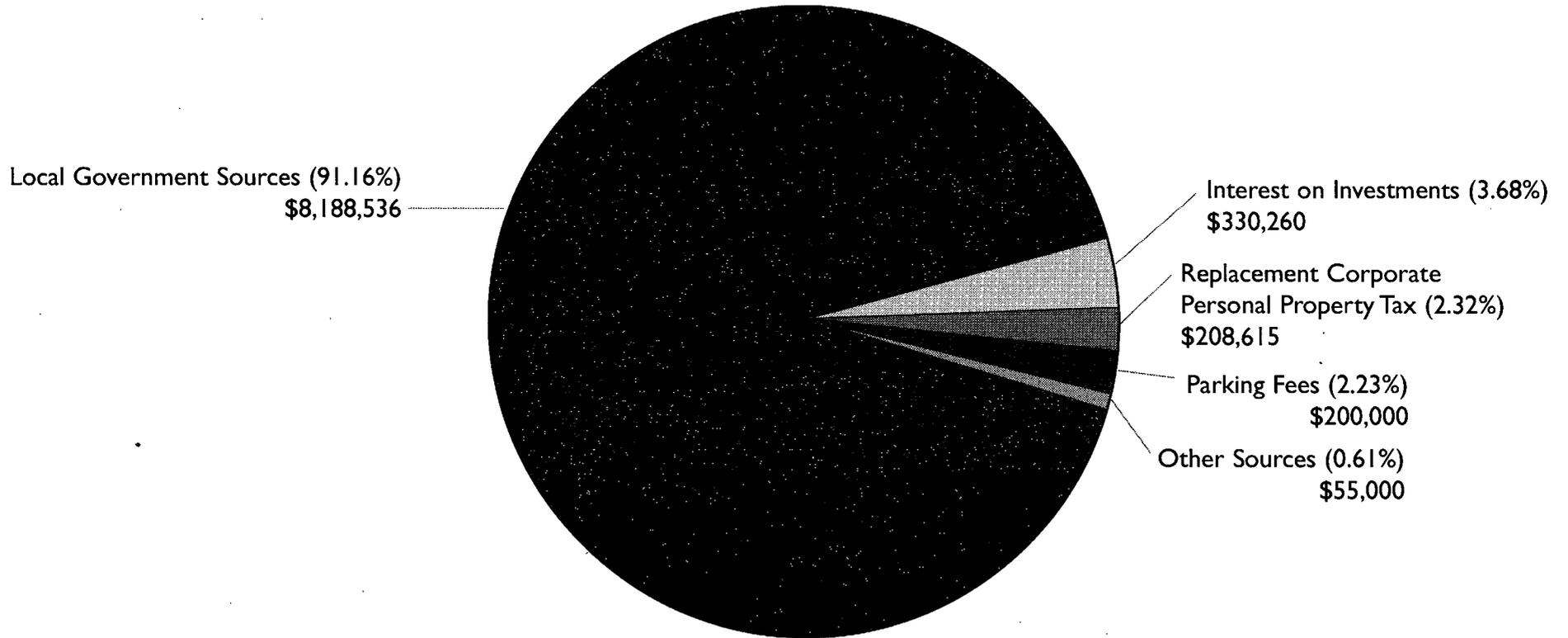
## Revenue



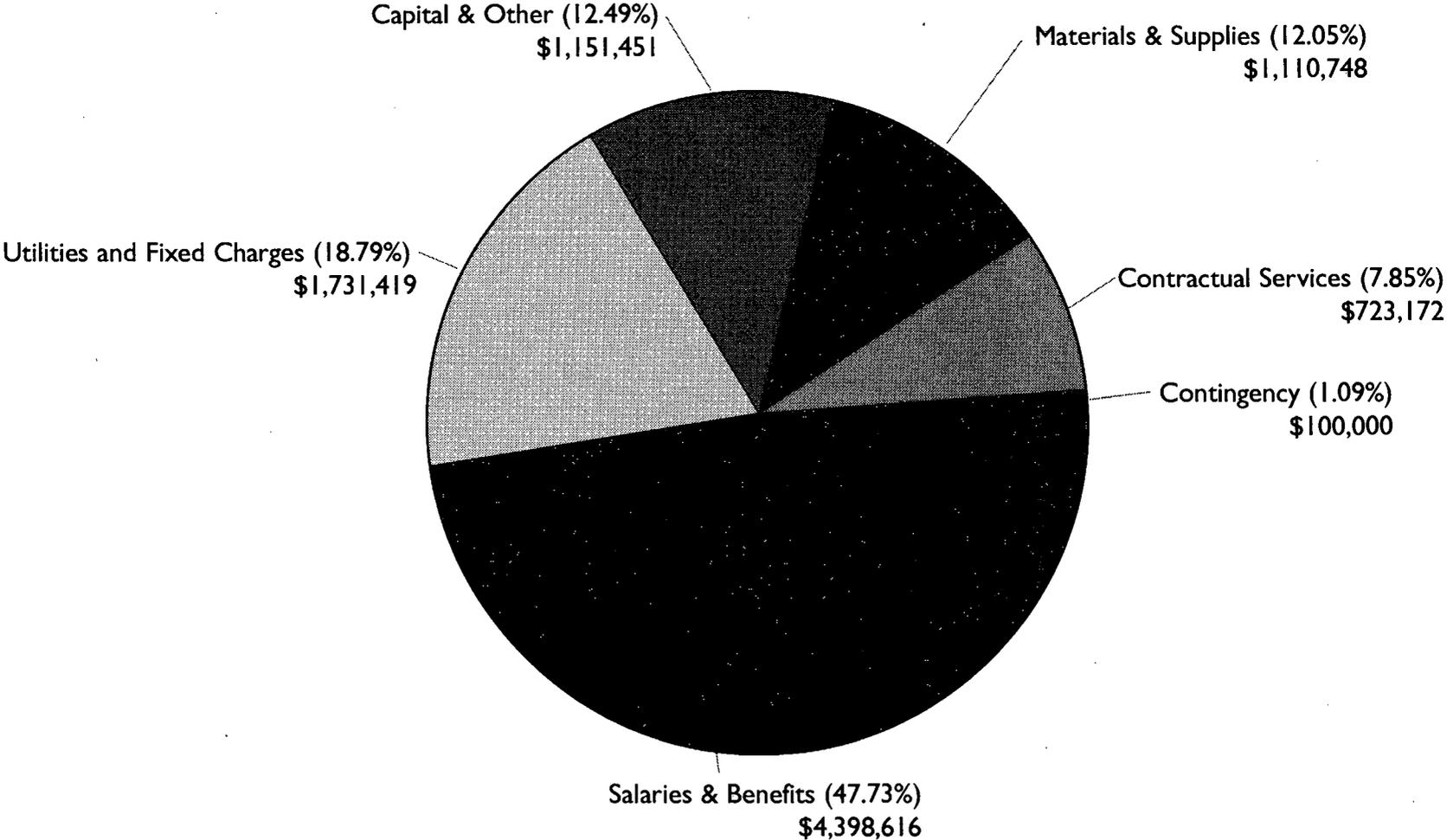
# Education Fund Budget 1996-97 Expenditures



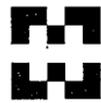
Operations and Maintenance Fund Budget 1996-97  
Revenue



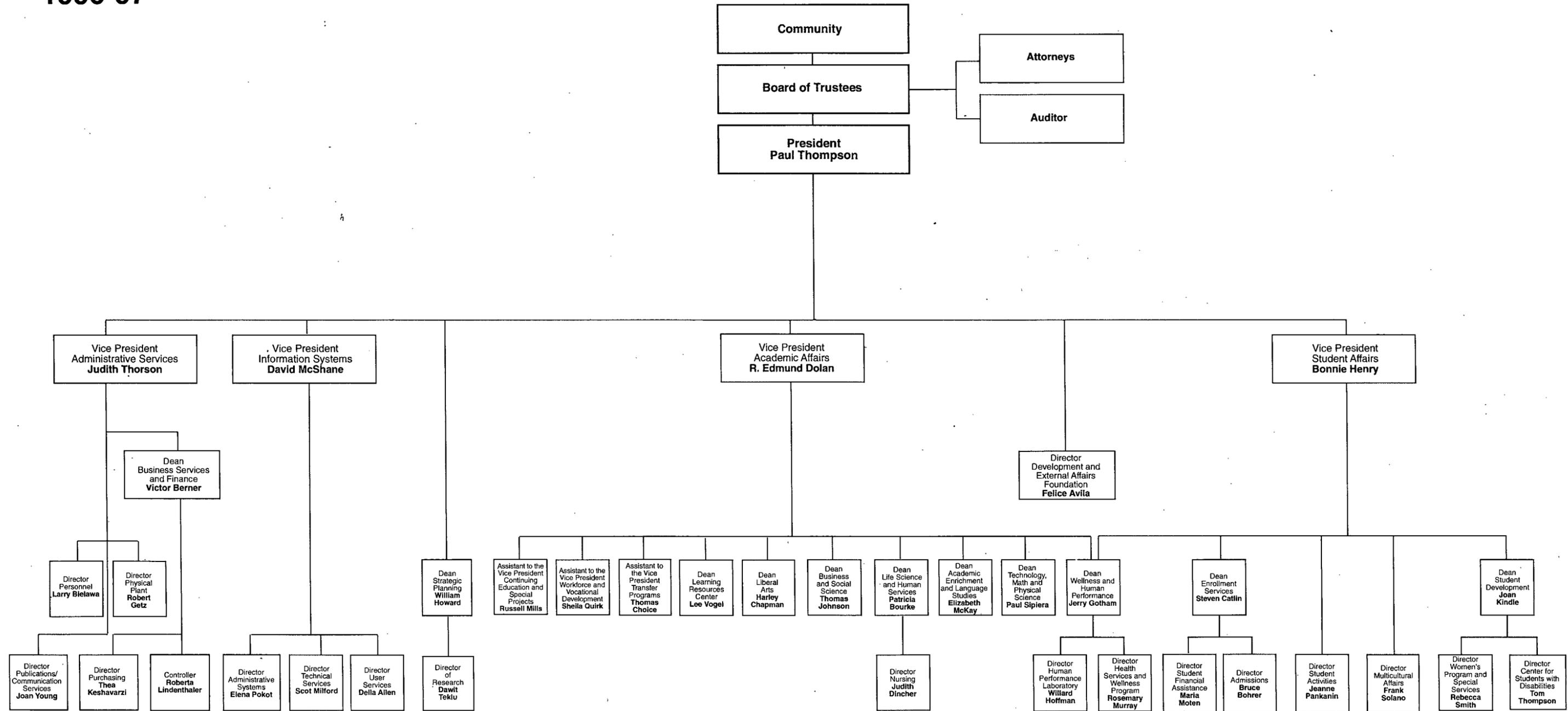
Operations and Maintenance Fund Budget 1996-97  
Expenditures

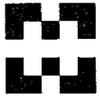


# **Organizational Structure and Staff**

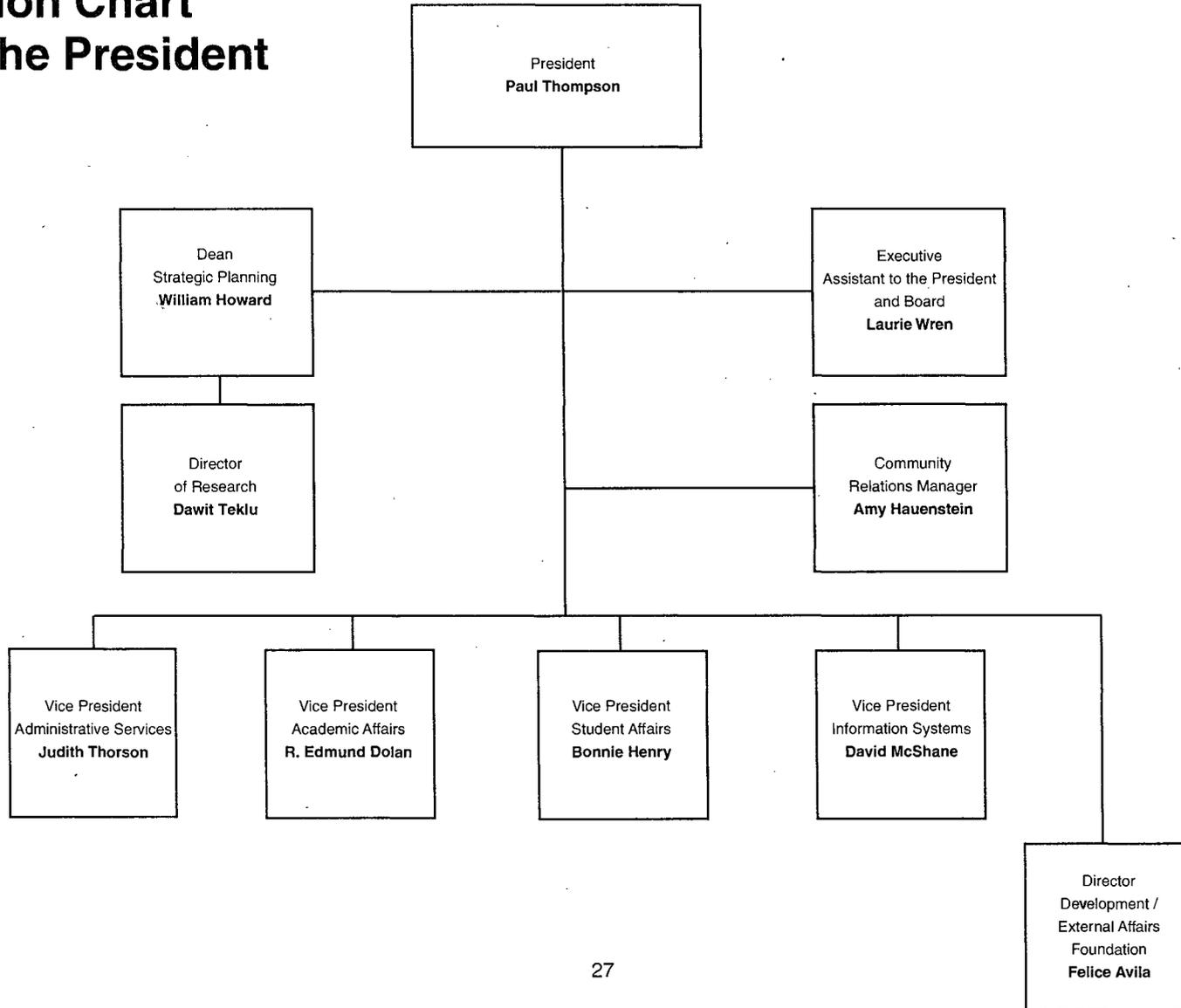


**Administrative  
Organization Chart  
1996-97**





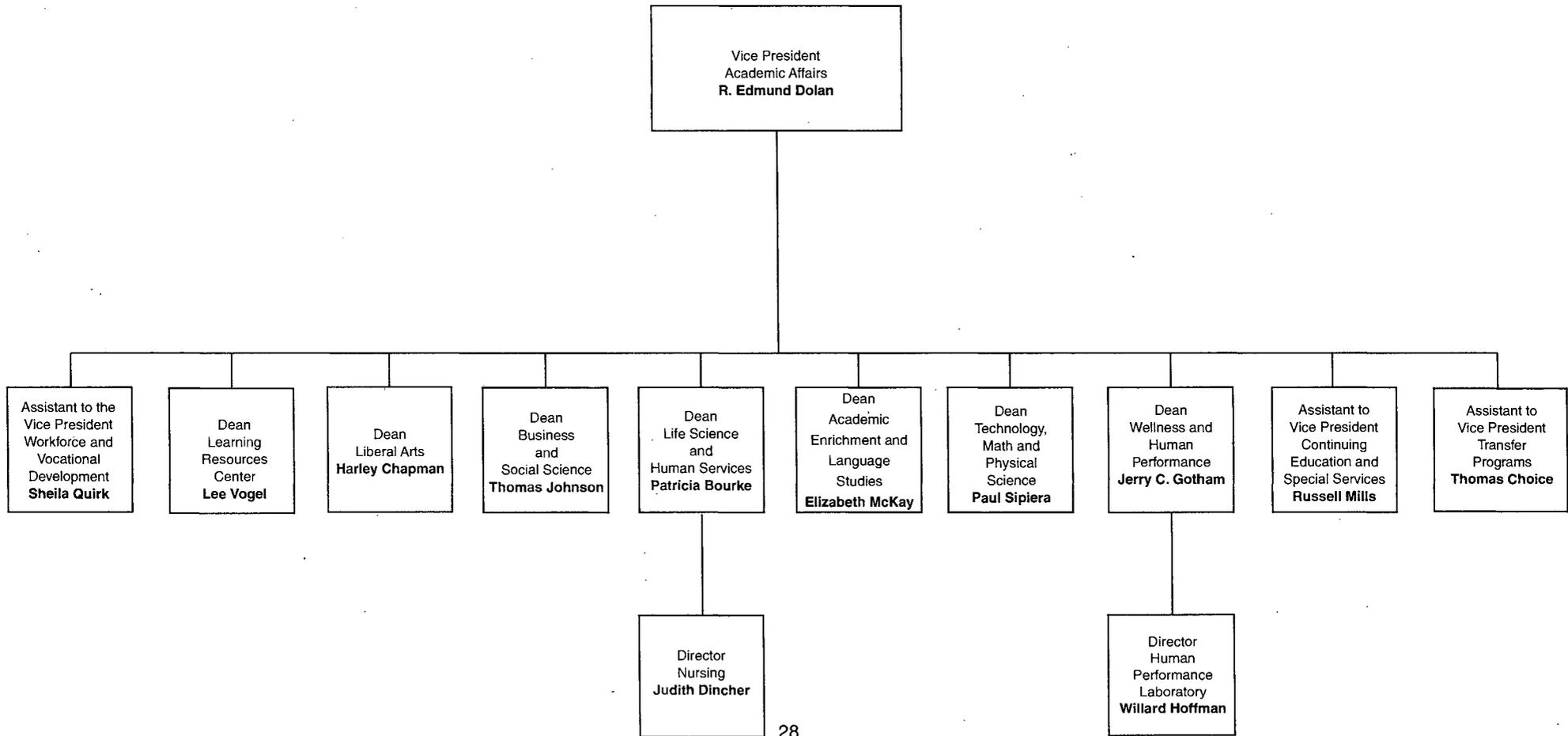
# Organization Chart Office of the President 1996-97

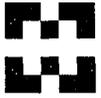


William Rainey Harper College

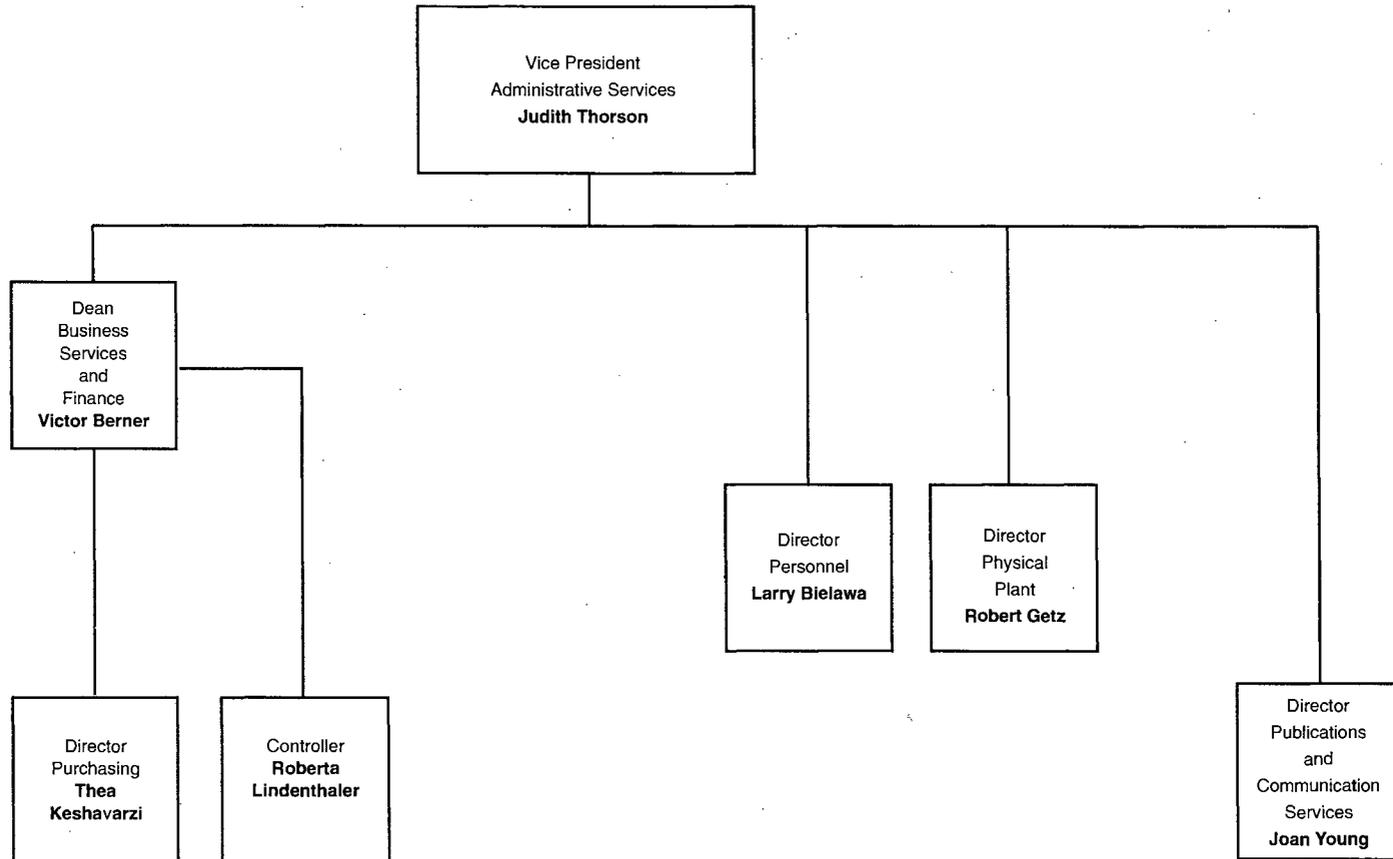


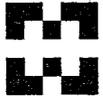
Organization Chart  
Office of Academic Affairs  
1996-97



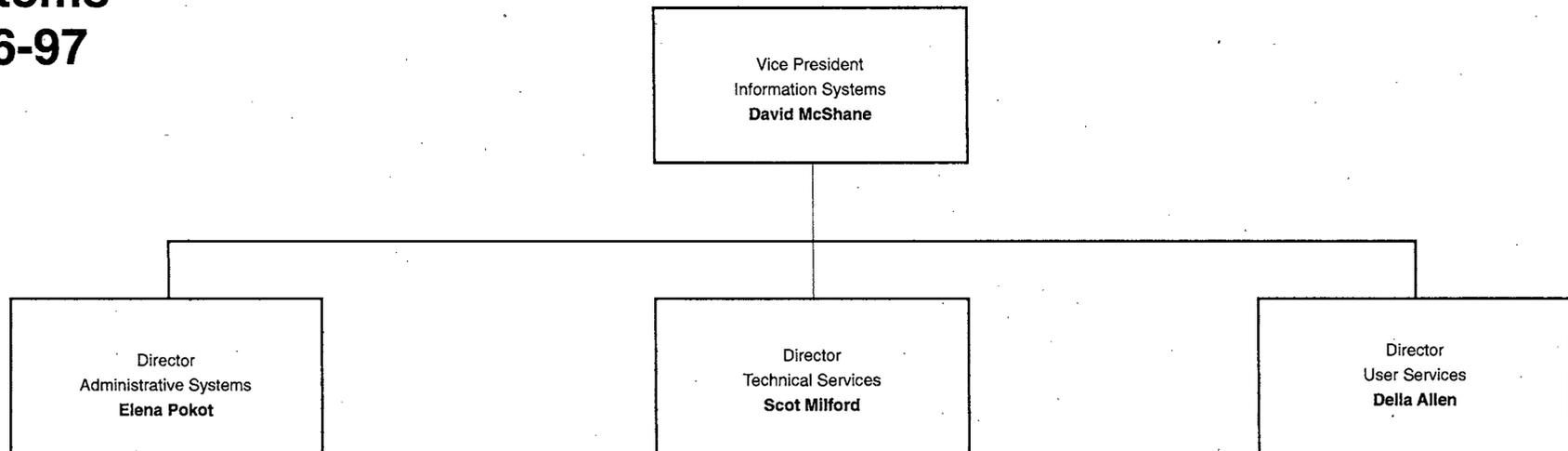


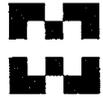
# Organization Chart Office of Administrative Services 1996-97



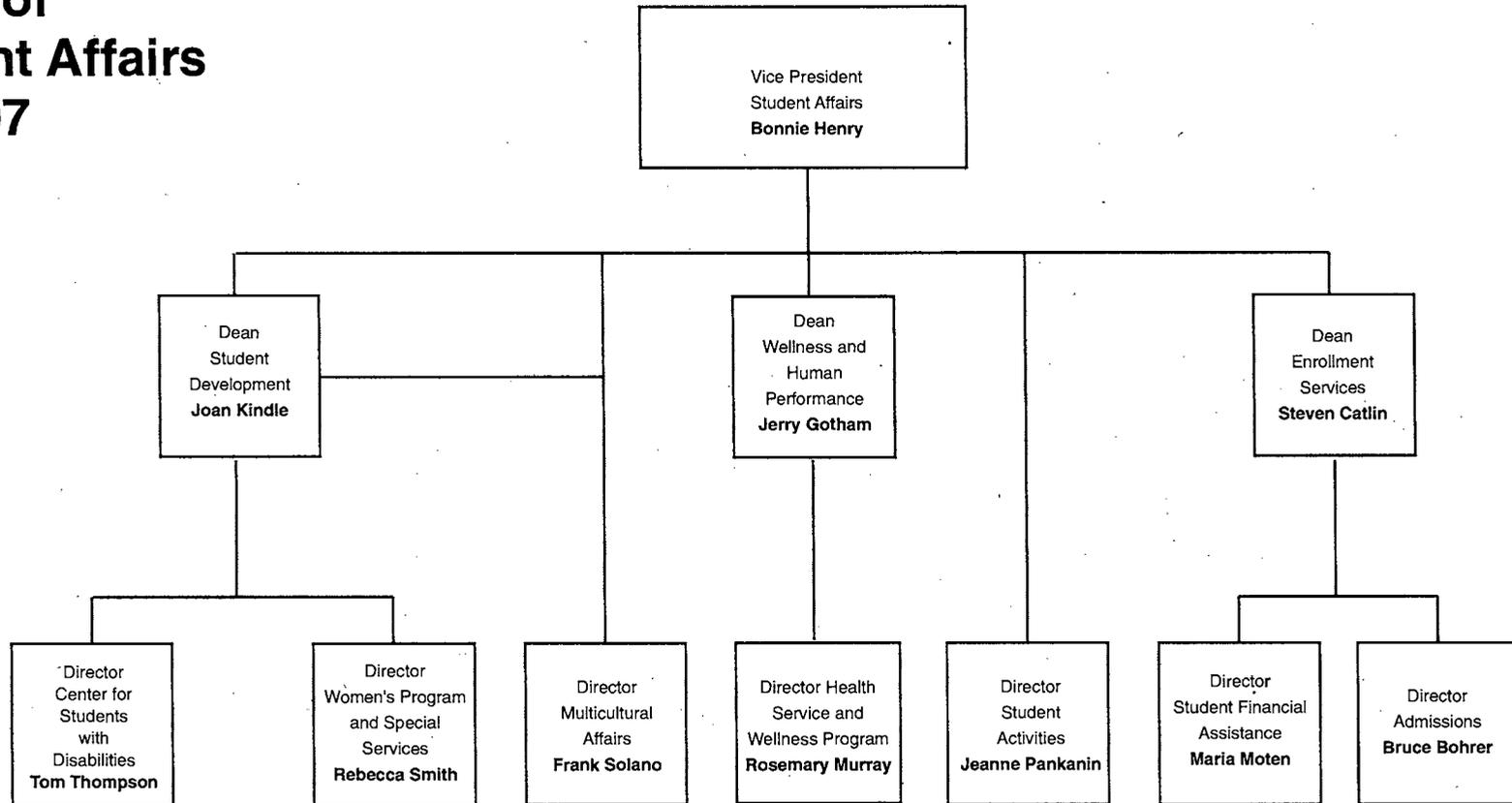


**Organization Chart  
Office of  
Information  
Systems  
1996-97**





# Organization Chart Office of Student Affairs 1996-97



## **General Administration**

Paul N. Thompson, President  
R. Edmund Dolan, Vice President of Academic Affairs  
Bonnie Henry, Vice President of Student Affairs  
Judith Thorson, Vice President of Administrative Services  
David McShane, Vice President, Information Systems  
William Howard, Dean of Strategic Planning  
Felice P. Avila, Director of Development  
Dawit Teklu, Director of Research

## **Academic Affairs**

Thomas Choice, Assistant to the Vice President of Academic Affairs for  
Transfer Programs  
Patricia G. Bourke, Dean of Life Science and Human Services  
J. Harley Chapman, Dean of Liberal Arts  
Paul Sipiera, Dean of Technology, Mathematics, and Physical Sciences  
Jerry C. Gotham, Dean of Wellness and Human Performance  
Thomas Johnson, Dean of Business and Social Science  
Elizabeth R. McKay, Dean of Academic Enrichment and Language Studies  
Lee Vogel, Dean of Learning Resources Center  
Judith Dincher, Director of Nursing  
Willard Hoffman, Director of Human Performance Laboratory  
Sheila Quirk, Assistant to the Vice President of Academic Affairs for  
Workforce and Vocational Development  
Russell S. Mills, Assistant to the Vice President of Academic Affairs for  
Continuing Education and Special Projects

## **Administrative Services**

Victor E. Berner, Dean of Business Services and Finance  
Larry M. Bielawa, Director of Personnel  
Robert Getz, Director of Physical Plant  
Thea Keshavarzi, Director of Purchasing  
Roberta Lindenthaler, Controller  
Joan Young, Director of Publications and Communication Services

## **Information Systems**

Scot Milford, Director of Technical Services  
Elena Pokot, Director of Administrative Systems  
Della Allen, Director of User Services

## **Student Affairs**

Steven J. Catlin, Dean of Enrollment Services  
Joan Kindle, Dean of Student Development  
Bruce Bohrer, Director of Admissions  
Maria Moten, Director of Student Financial Assistance  
Rebecca Smith, Director of Women's Program and Special Services  
Rosemary Murray, Director of Health Service and Wellness Program  
Jeanne A. Pankanin, Director of Student Activities  
Frank J. Solano, Director of Multicultural Affairs  
Tom Thompson, Director of Center for Students with Disabilities

## Number of Employees

### Full-time:

Administrators	39
Faculty	221
Classified Staff	172
Professional/Technical	75
IEA/NEA	76
Supervisory/Confidential	<u>44</u>
	627

### Part-time:

Faculty	600
Classified Staff	107
Professional/Technical	32
IEA/NEA	5
Supervisory/Confidential	5
Temporary	200
Student Aides	<u>200</u>
	1,149

## Harper College Staff Organizations

### Faculty Senate

President, George Evans  
Vice President, Pauline Buss  
Secretary, Julie Fleenor  
Treasurer, Robert Held  
Grievance Chairperson, Phil Stewart

### Classified Employee Council

Chairperson, Charlene Christin  
Vice Chairperson, Lorel Kelson  
Secretary, Shirley Shetka  
Representatives: Karen Didier  
Pam Frye  
Diane Kinn  
Jeanne Kline  
Bill Newman  
Mark Steffen

**Services and  
Facilities**

# Service and Information Directory

**College Hours:** Offices are open for business Monday through Friday from 8:00 am to 4:30 pm. The Registrar's, Admissions and Business Offices are open from 8:00 am until 8:00 pm Monday through Thursday, and from 8:00 am until 4:30 pm on Friday. The Registrar's Office and Admissions Office are also open 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.

<u>DID Number (direct dial)</u>	<u>925-</u>	<u>DID Number (direct dial)</u>	<u>925-</u>
<b>Academic Advising and Counseling Centers</b>		<b>Career Center</b>	
I117	6522	A347	6220
D142	6393	<b>Cashier-Tuition and Fee Payments</b>	
<b>Academic Regulations</b>		Business Office	
Vice President of Academic Affairs		A214	6439
D129	6370	<b>Center for New Students and Orientation</b>	
<b>Admissions/Applications</b>		C104	6208
Admissions Office		<b>Center for Students with Disabilities</b>	
C101	6700	D119	6266
<b>Adult Educational Development</b>		<b>Child Care Services, Child Learning Center</b>	
F338	6223	I131 (office I129)	6262
Northeast Center		<b>College Newspaper <i>Harbinger</i></b>	
847/537-5420		A367	6460
<b>Affirmative Action</b>		<b>Community Career Services</b>	
Personnel Director		A347	6060
A320	6373	<b>Community Education Non-Credit Offerings</b>	
<b>Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973—Compliance Officer</b>		Community and Program Services	
Dean of Academic Enrichment and Language Studies		C102 (information)	6591
F332G	6204	Registration 847/397-3377	
<b>Assessment and Testing Center</b>		<b>Community Relations</b>	
A148	6541	A314	6279
<b>Athletic Advisor/Counselor</b>		<b>Cooperative Education</b>	
M229	6466	A347	6720
<b>Board of Trustees</b>		<b>Counseling</b>	
Office of the President		Community Counseling Center	
A309	6390	P124	6577
<b>Box Office</b>		Academic Advising	
J137	6100	I117	6522
<b>CAD Center</b>		D142	6393
H209a	6996	Career	
<b>Cardiac Rehabilitation</b>		A347	6220
Northwest Cardiac Rehabilitation Center		Center for New Students and Orientation	
M232	6468	C104	6208
		International Student Advisor	
		F340	6226
		Personal/Crisis	
		P124	6577

## Service and Information Directory (continued)

<b>Credits or Graduation Requirements</b>		<b>Intramurals</b>
Registrar's Office		Coordinator of Intramurals
A213	6600	M202a
<b>Deaf &amp; Hard-of-Hearing Support Services</b>		<b>Job Placement Service</b>
Center for Students with Disabilities		Career Center
D119, Voice	6266	A347
TTY 847/397-7600		
<b>Dropping and Adding Courses</b>		<b>Learning Assistance Center and Student Success Services</b>
Academic Advising and Counseling Centers		F332
I117	6522	
D142	6393	<b>Library</b>
Registrar's Office		Library Chairperson
A213	6500	F252
<b>Educational Foundation</b>		<b>Lost and Found Items</b>
A323b	6490	Public Safety Office
<b>Employment—Harper College</b>		B101
Personnel Department		
A322	6216	<b>Multicultural Affairs</b>
<b>Employment—Students</b>		A243
Career Center		
A347	6720	<b>New Student Information</b>
<b>English as a Second Language/Linguistics</b>		Center for New Students and Orientation
F340	6226	C104
<b>Extension Services</b>		<b>Northeast Center</b>
Northeast Center		1375 South Wolf Road
847/537-8660		Prospect Heights, IL 60070
<b>Faculty Senate</b>		847/537-8660
A152	6960	<b>Office of Continuing Education</b>
<b>Friends of Harper</b>		C102
Community Relations		
A314	6279	<b>Older Adults and Seniors</b>
<b>Grade Reports</b>		Continuing Education – Life Science
Registrar's Office		D192
A213	6601	
<b>Grants</b>		<b>Orientation to College</b>
Director of Development		Center for New Students and Orientation
A323b	6490	C104
<b>Health Service</b>		<b>Parking and Public Safety</b>
A362	6268	Public Safety Office
<b>Information Systems</b>		B101, Non-Emergency
A115	6331	Emergency only
Administrative Systems	6825	Medical Parking Permits, Health Services
<b>Insurance</b>		A362
Personnel Department		<b>Payroll</b>
A320	6217	Business Office
<b>Intercollegiate Athletics</b>		A201
Coordinator, Men's Athletics		
M225	6466	<b>PEAK</b>
Coordinator, Women's Athletics		Continuing Education—Liberal Arts
M223	6466	L203d
<b>International Student Advisor</b>		
F340d	6226	<b>Permission to Carry More than 18 Hours</b>
		Dean, Enrollment Services
		A213
		<b>Program Board</b>
		Student Activities Office
		A331
		<b>Purchasing</b>
		Business Office
		A217

## Service and Information Directory (continued)

<b>Registration—Credit Classes</b>		<b>Tuition Refund Request</b>	
Registrar's Office		Registrar's Office	
A213	6500	A213	6501
<b>Registration—Continuing Education</b>		<b>Tutoring Center</b>	
CE Admissions		F315	6539
C101, 847/397-3377		<b>User Services</b>	
<b>Scholarships, Loans or Other</b>		Lab Support	6731
<b>Financial Assistance</b>		HELP Desk	6782
Office of Student Financial Assistance		Technology Center	4357
A364	6248		6982
<b>Student Activities Registration</b>		<b>Veteran's Affairs</b>	
<b>and Activities Calendar</b>		Office of Student Financial Assistance	
Student Activities Office		A364	6254
A336	6242	<b>Vocation or Job Selection</b>	
<b>Student Activity Cards</b>		Career Center	
Business Office		A347	6220
A214	6439	<b>Weekend College/Weekend Services</b>	
<b>Student Clubs and Organizations</b>		Office of Continuing Education	
Student Activities Office		C102	6653
A336	6242	<b>Withdrawal from College</b>	
<b>Student Complaints/Grievances</b>		Academic Advising and Counseling Centers	
Vice President of Student Affairs		I117	6522
A317	6360	D142	6393
<b>Student Government</b>		and Registrar's Office	
Student Senate Office		A213	6500
A332	6244	Medical Withdrawal, Health Service	
Student Activities Office		A362	6268
A336	6242	<b>Women's Program</b>	
<b>Technical Support</b>	6337	P124	6560
<b>Telecourses</b>		<b>Word Processing</b>	
F249	6586	S133	6442
<b>Testing Information</b>		<b>Writing Center</b>	
Assessment and Testing Center		F303	2719
A148	6541		
<b>Training &amp; Development</b>			
C213	6847		
<b>Transcript of Your Credits</b>			
Registrar's Office			
A213	6579		
<b>Transfer from Another College</b>			
Center for New Students and Orientation			
C104	6208		
Registrar's Office			
A213	6600		
<b>Transfer Scholarships</b>			
Office of Student Financial Assistance			
A364	6248		
<b>Tuition and Fee Payment</b>			
Business Office			
A214	6439		

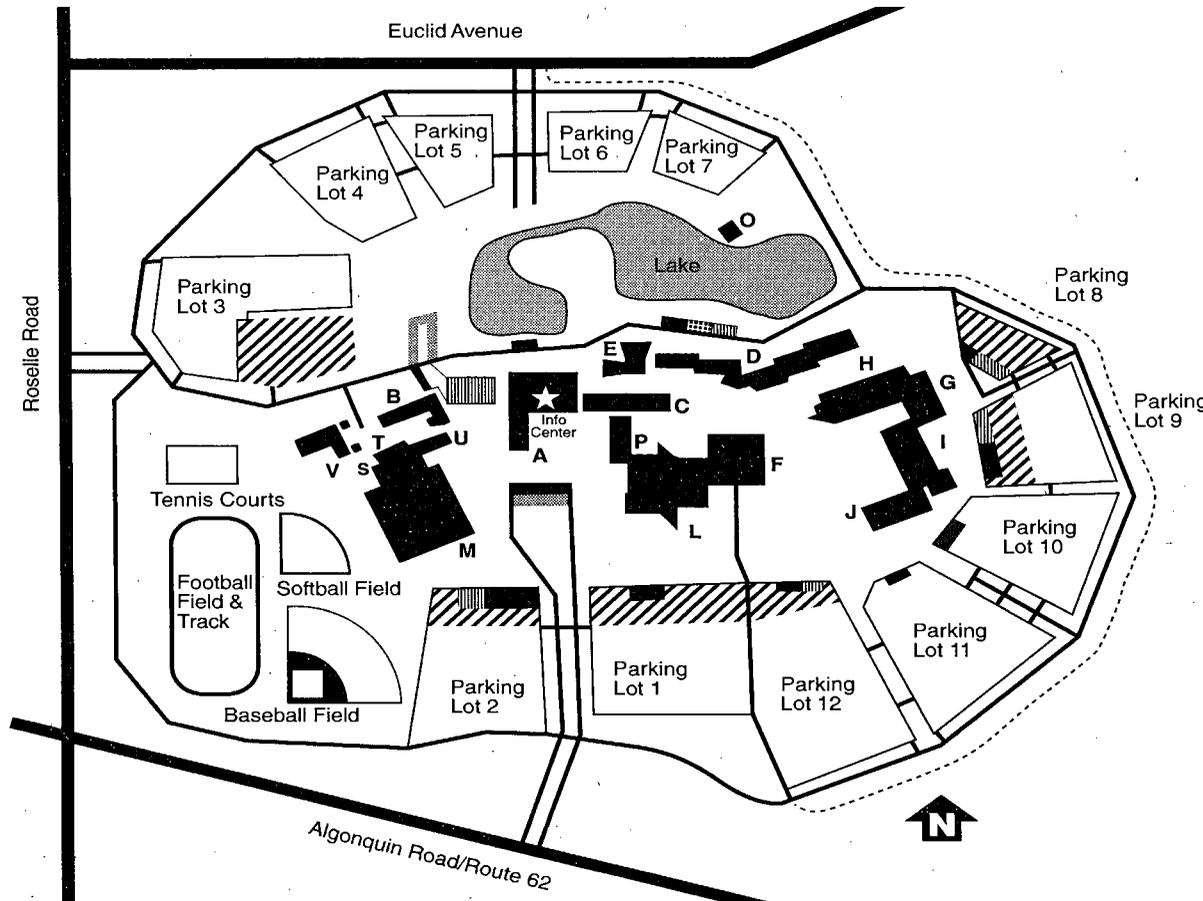
# Campus Buildings

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.

Buildings	Acceptance Dates	Values*	Gross Square Feet
A	1969	\$15,753,500	132,593
B	1969	2,083,984	24,419
(B Addition accepted 1984)			
C	1969	2,687,807	23,908
D	1969	15,754,515	115,903
(D Addition accepted 1974; Academic Computing Center accepted 1985)			
E	1969	1,615,303	13,040
F	1969	11,979,866	101,970
G	1977	1,880,089	19,500
H	1977	7,744,553	62,657
I	1980	5,282,793	45,611
J	1980	5,604,716	46,289
L	1994	9,172,768	88,860
M	1980	12,289,904	97,100
O (Observatory)	1990	56,512	784
P	1974	2,745,093	26,799
S	1993	1,459,304	9,500
T	1973	430,689	6,030
U	1974	489,833	6,167
V (includes two greenhouses)	1975	750,249	12,000
Northeast Center	1994	<u>2,084,720</u>	<u>56,270</u>
Total:	19 buildings	\$99,866,207	889,400

\*Replacement cost estimate



<b>Parking</b>		
	Student	 Administrators
	Medical/Handicap	 Faculty and Staff
	Visitors	 Dental Hygiene
		 Buildings, Roads and Athletic Structures
		 Bicycle Path

**Building A, College Center**  
 Assessment Center  
 Board Room  
 Business Office  
 Career Center  
 Financial Assistance  
 Health Service  
 Registrar  
 Student Activities

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

**Building C**  
 Admissions  
 Art  
 Center for New Students/  
 Orientation  
 Continuing Education

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

**Building E, Lecture-  
 Demonstration Center**

**Building F, Learning  
 Resources Center**  
 Academic Enrichment and  
 Language Studies  
 Division Office  
 Learning Assistance Center  
 Library  
 Media Services

**Building G, Vocational  
 Technology Shops and  
 Laboratories**

**Building H, Vocational  
 Technology Shops and  
 Laboratories**  
 CAD and Manufacturing Center  
 Technology, Mathematics  
 and Physical Sciences  
 Division Office

**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 L**  
 Black Box Theatre  
 Bookstore  
 Liberal Arts Division Office  
 Three Dimensional Art Studio

**Building M, Wellness and  
 Human Performance**  
 Human Performance/Cardiac  
 Rehab Labs  
 Wellness and Human  
 Performance  
 Division Office

**Building O**  
 Observatory

**Building P**  
 Music  
 Women's Center

**Building S**  
 Publications and  
 Communication Services

**Building T**  
 Park Management  
 Roads and Grounds Shop

**Building U**

**Building V**  
 Greenhouse  
 Park Management

**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.

**1996-97**

## **Harper College Educational Foundation Board of Directors**

### **Officers:**

Dr. Bruce A. Mueller, President  
Vice President & Corporate Director  
of Human Resources  
Infrastructure & Technology  
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Chairman and Chief Executive Officer  
Lease Resolution Corporation

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First Vice President  
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Thomas MacCarthy, Vice President  
President  
Harris Bank Palatine, N.A.

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President  
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Felice P. Avila, Secretary  
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Executive Director  
Harper College Educational Foundation

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**Members:**

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International Harvester Company

Donald Barrington  
Director, Human Resource Development  
Northrop Grumman Corporation

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Vice President for Professional Affairs  
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Square D Company

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The Greater Chicago Group

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KPMG Peat Marwick

William J. Kern, Jr.  
Sr. Vice President  
Pepper Construction Company

Rick Korte  
President and Managing Director  
Heidenhain Corporation

Daniel J. McCarthy  
(Retired)  
Allstate Insurance Company

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Vice President/Private Banking  
Northern Trust Bank/O'Hare

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Merchant Investment, Inc.

Thomas E. Turnbaugh  
Senior Vice President, Investments  
Prudential Securities

Duane M. Tyler  
Managing Partner  
McGladrey and Pullen

Michael A. Wolf  
President  
International Transportation Management, Ltd.

# Friends of Harper

The Friends of Harper is a non-profit support organization which acts as a communication link between Harper College and the 23 communities it serves. Membership is open to any individual or group interested in furthering the mission of Harper 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.

## 1996-97 Friends of Harper Board of Directors

### Officers:

Rena Trevor  
President  
Rolling Meadows

Mary Robins  
Vice President  
Arlington Heights

Patsy Street  
Secretary  
Palatine

Michael Zawacke  
Treasurer  
Arlington Heights

### Directors:

Nancy Murtaugh  
Membership

Trish Lichtenstein  
Women's Program

Judith Hess  
Board of Trustees Liaison

Dr. Paul Thompson  
President, Harper College

Pat Carney  
Harper Alumni Association

Sylvia Kingsley  
Harper Community Relations

### Directors-at-Large:

Kathleen Amatangelo, '97  
Barrington

Jay Fritz, '97  
Inverness

Donna Joy, '98  
Mt. Prospect

Ray Kaczmarek, '97  
Rolling Meadows

John O'Halloran, '98  
Hoffman Estates

Diane Raniere, '98  
Schaumburg

Richard Street, '98  
Palatine

Don Torisky, '97  
South Barrington

Mary Wajda, '97  
Palatine

### Past Presidents

Kris Howard, 1981-82

Jan Tucker, 1982-84

Larry Moats, 1984-85

Sarah Born, 1985-88

Sam Oliver, 1988-91

Jeanette Muench, 1991-94

Nancy Murtaugh, 1994-96